

Adopted

Budget Summary



FISCAL YEAR
2020 - 21



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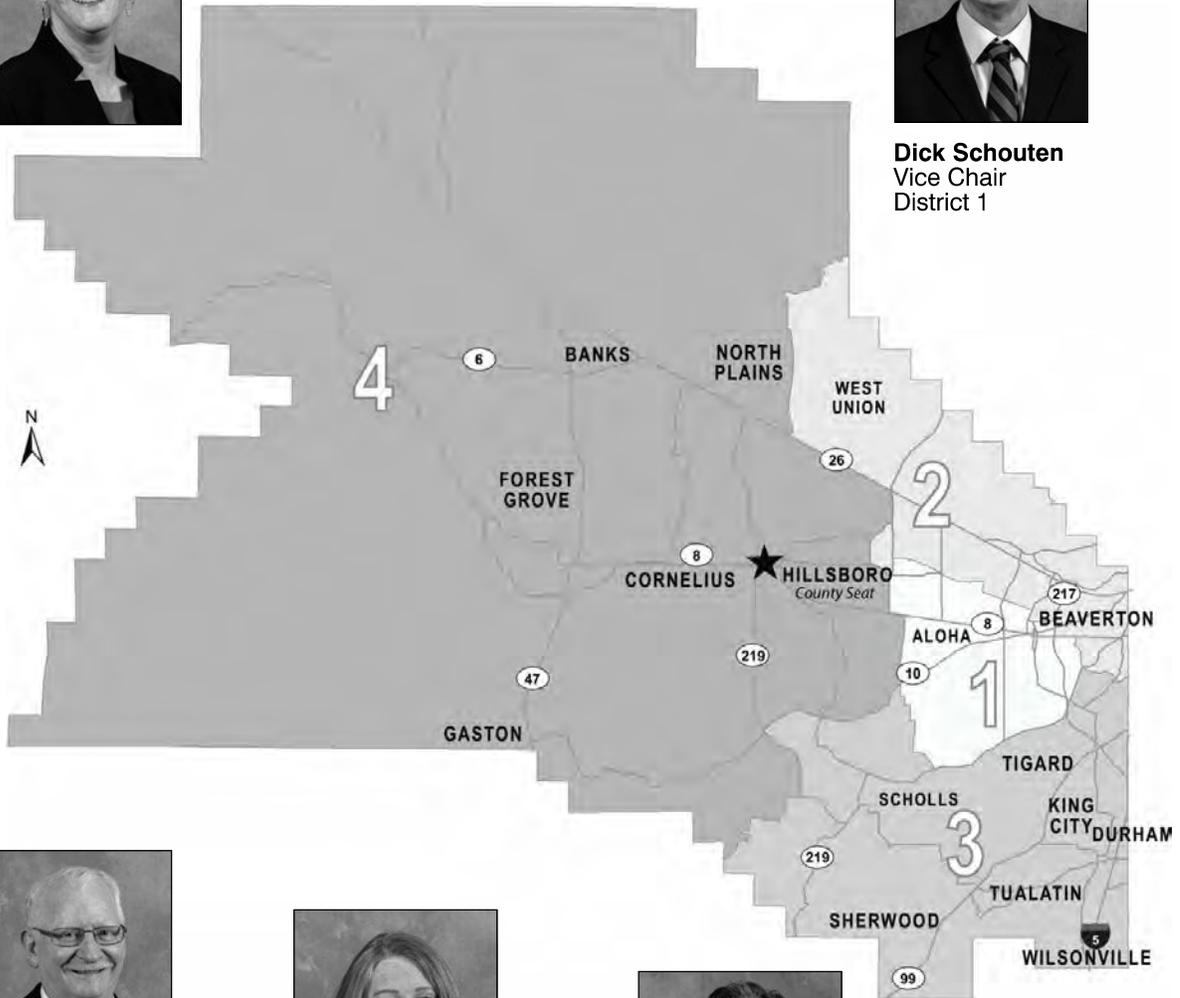
Commissioner Districts



Kathryn Harrington
Board Chair
Commissioner at Large



Dick Schouten
Vice Chair
District 1



Roy Rogers
District 3



Pam Treece
District 2



Jerry Willey
District 4

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Budget Committees

WASHINGTON COUNTY SERVICE DISTRICT FOR LIGHTING NO. 1

Board of Commissioners

Kathryn Harrington, Board Chair
Dick Schouten, Board Vice Chair
Pam Treece
Roy Rogers
Jerry Willey

Lay Budget Committee Members

Karen Bolin
Jennifer Burghardt
James Knowlton
Rachael Twitty
K S Venkatraman

ENHANCED SHERIFF'S PATROL DISTRICT URBAN ROAD MAINTENANCE DISTRICT

Board of Commissioners

Kathryn Harrington, Board Chair
Dick Schouten, Board Vice Chair
Pam Treece
Roy Rogers
Jerry Willey

Lay Budget Committee Members

Stephen Baron
Raymond L Eck, Jr
Daniel Hauser
Melissa Laird
Anthony Mills

NORTH BETHANY COUNTY SERVICE DISTRICT FOR ROADS

Board of Commissioners

Kathryn Harrington, Board Chair
Dick Schouten, Board Vice Chair
Pam Treece
Roy Rogers
Jerry Willey

Lay Budget Committee Member

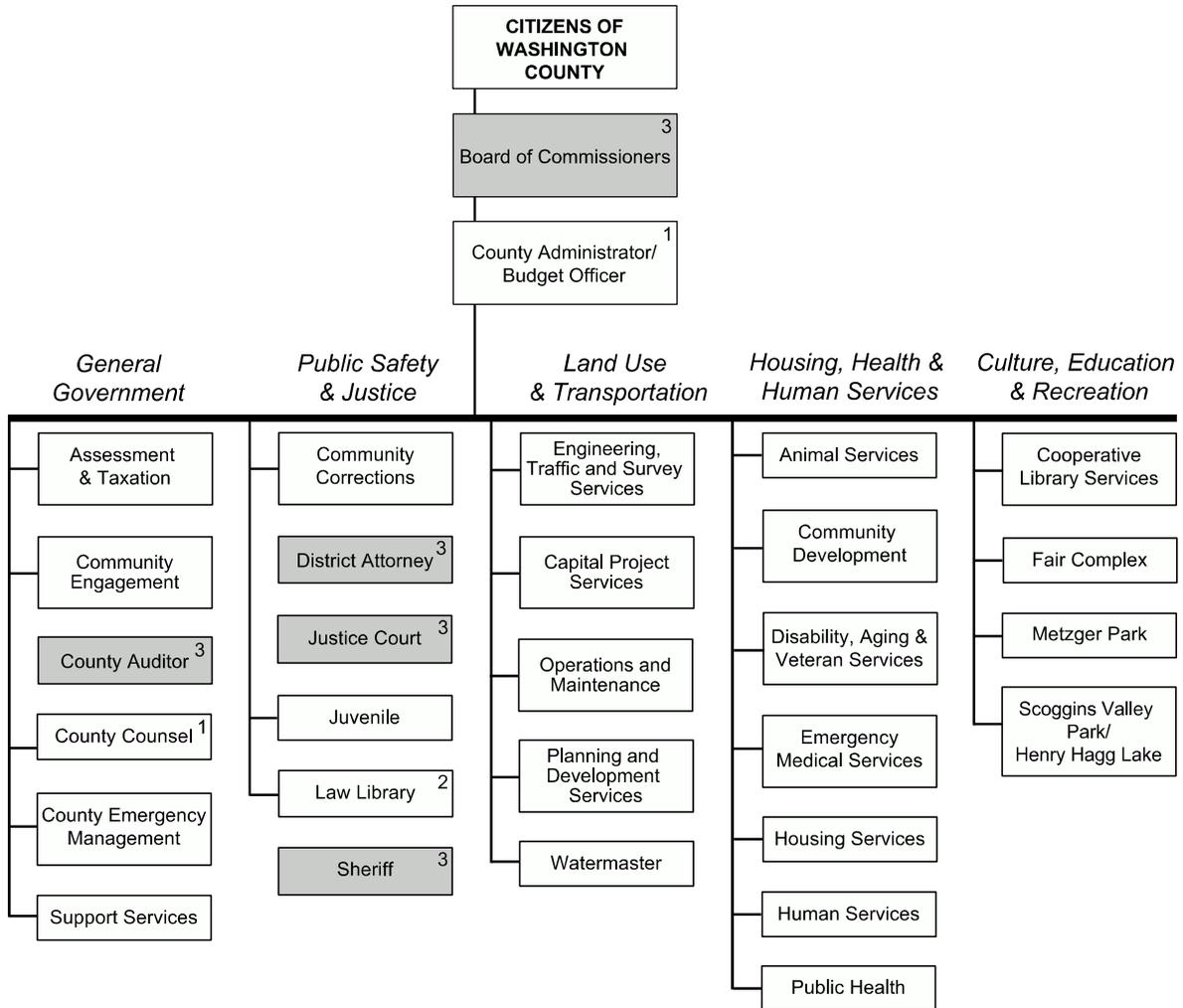
Tosin Abiodun
Murali Balan
Sarah Beachy
Daniel Reid
Bruce Young

Budget Submitted By:

Steve Rhodes, Interim County Administrator
June 16, 2020

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Functional Area Chart



1. Appointed by County Commissioners

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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Budget Message

Members of the Washington County Board of Commissioners, Budget Committee and residents of Washington County:

This year's proposed budget is being transmitted to you at an extraordinary time for our community and our organization. As the budget was being developed, Washington County became the first in Oregon and among the first in the United States to experience the arrival of the novel coronavirus and the disease it causes, called COVID-19.

As this summary is being printed, we understand that 425 Washington County residents have contracted the virus, nearly one in five of all cases in our state, and 10 have lost their lives because of it. In addition, our community has been ordered by the governor of Oregon to stay home as much as possible to limit the spread of the virus, an order that has preserved scarce capacity in our health care system but has seriously affected our economy.

Early indications point to an impact that is more severe for some communities than others. Statewide numbers based on Oregon's limited testing capability show that the virus has been contracted by women and by the Hispanic/Latinx community at levels that are disproportionate to the size of these two demographic groups in the Oregon population. Similarly, those Oregonians 60 years old or older who have tested positive for the virus have experienced disproportionate levels of hospitalizations and deaths.

Every aspect of the County's work has also been affected, including how the public accesses our buildings, how we conduct our public meetings and hearings and other ways our employees conduct business.

Although the full impact of the pandemic will not be understood for some time to come, and although many factors are shaping the demand and support for our services beyond today's public health crisis, we know enough now to frame our proposed budget around the overarching principles of continuity, caution and the desire to stay true to our pre-pandemic priorities, as much as possible.

Continuity

Our entire organization, 2,205 full-time equivalent (FTE) strong, has rallied to the cause of keeping vital public services going. The most visible aspect of these vital services has become the work of hundreds of employees who staff the County's Public Health Division and our Emergency Operations Center. These individuals have orchestrated the County's response in the form of direct public health services (case identification, contact tracing, monitoring and support for those who are in quarantine or are ill) as well as addressing broader impacts to the community, especially to those most vulnerable to the disease and to the restrictions needed to impede its progress.

As the curve of infections and hospital use begins to flatten through physical distancing and staying at home, the focus of the County's public health activities is anticipated to shift to that of vigilant disease detection and response. We also anticipate Governor Kate Brown's emergency "Stay Home, Save Lives" order will one day be carefully relaxed. Coordinating this public health work with economic recovery efforts – especially for those who have been historically underserved in our economy and disproportionately impacted by the current pandemic – will be our future focus. Keeping these essential services going requires the financial support provided in this proposed budget, but will ultimately require assistance from our state and federal partners.

Continuity also means carrying on with public services that our community cannot easily do without, both now and in the future when recovery from the pandemic will one day come. Among these services are the continued processing of records related to real estate transactions and support for the Primary Election this May by employees in Assessment and Taxation; the continued pursuit of public safety, criminal justice and the safeguarding of those under our custody within the Public Safety and Justice departments; advocating and supporting those facing mental health challenges, developmental disabilities, access to veterans' benefits, care for our lost pets and other services provided by our Health and Human Services Department; the on-going work of maintaining and improving our county's transportation system, preservation of our rural and urban landscapes with careful land use planning and supporting safe construction and other development-related economic activity with plan reviews, permitting, inspections and other work by our Land Use and Transportation Department; the continued expansion of affordable housing and reduction of houselessness through the work of our Housing Services Department and Office of Community Development; maintaining the community's access to educational and cultural resources in the form of materials provided through Cooperative Library Services; and the continued availability of recreational opportunities and care of natural areas like Scoggins Valley Park. The list of these vital services goes on and on.

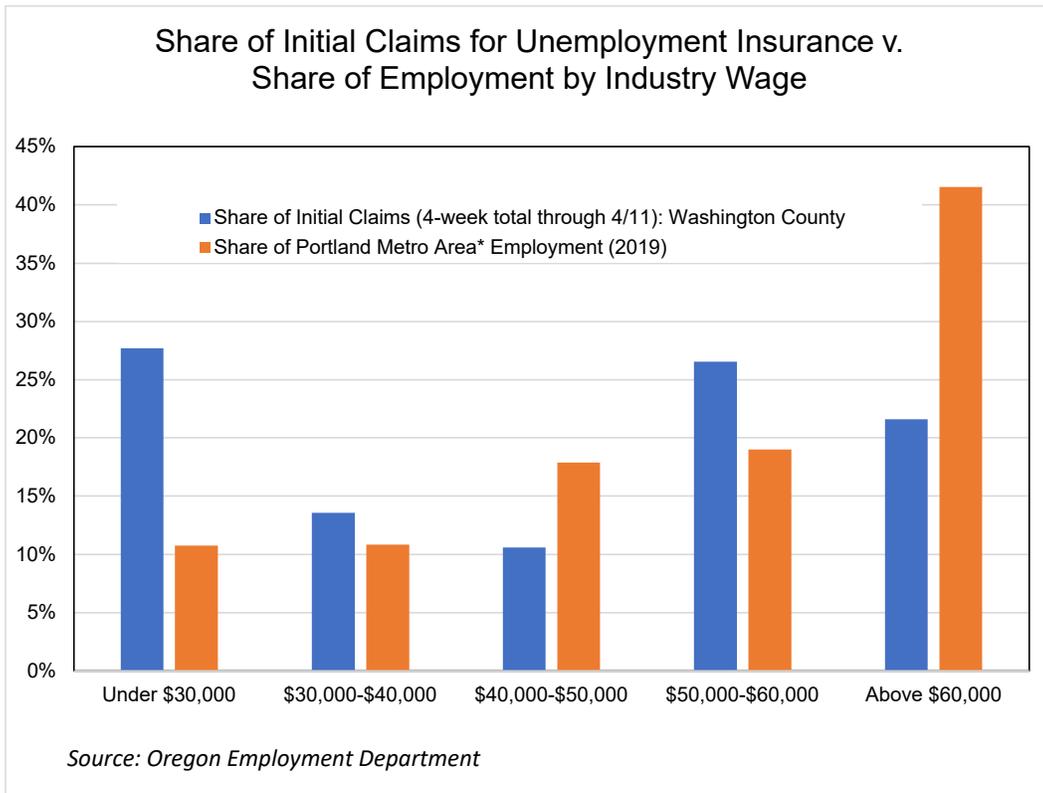
Our community relies on this full spectrum of county services every day, but the pandemic has brought new context and deeper meaning to their importance. The proposed budget includes the resources needed to ensure their continuity.

Budget Message

Caution

The proposed budget has also been developed with prudence, both in terms of protecting the ongoing support for the vital services relied upon during the current crisis, but also in terms of the investments our community will need in the months and years ahead to recover and thrive.

Although the pandemic arrived at a time of relative financial strength for our organization, its impact is having serious economic consequences. Through a series of statewide orders intended to decrease the spread of the new coronavirus issued by the governor beginning in mid-March, a great deal of economic activity has been brought to a halt. Again, the impact is disproportionate to some parts of the economy and not others. Nearly 14,000 initial unemployment insurance claims were made in Washington County between March 15 to April 4, an unprecedentedly steep increase and second in amount only to Multnomah County's 29,000 claims among all Oregon counties during this same period. As a share of Washington County's overall labor market, however, this amount of unemployment is not as severe as in counties with higher dependence on tourism and recreation, such as those along the Oregon coast or in Deschutes County. Still, the impact within Washington County is real and the pain is particularly acute within industries with lower-than-average wages such as hospitality/accommodations, food services and retail. Interestingly, health care, construction and manufacturing employment has also suffered statewide during this initial period of response to COVID-19. An analysis by the Oregon Department of Employment suggests that these sectors are struggling, like all others, to adjust to the physical distancing requirements for workplaces and to decreased demand for pre-pandemic services and products. The blue bars in the chart below represent the percentage share of unemployment insurance claims among Washington County residents over the four-week period of March 15 to April 11 arranged by the average wages for the industries these employees worked in. The orange bars represent the percentage share of employees in the Portland metro area arranged by these same average wage categories as measured in 2019. The message is clear: there is a dramatically disproportionate impact of layoffs occurring within industries supporting low-wage jobs in Washington County.



A recent study by the economic analysis firm of ECONorthwest suggests that this at-risk sector of the economy – representing 65% of the total Portland metropolitan labor market – could be as large as 250,000 jobs. Economic modeling suggests that

Budget Message

wages lost due to pandemic-era restrictions could ripple across the three-county metro area to a staggering \$1 billion total impact. Working with Clean Water Services, the County is in the process of commissioning ECONorthwest to do a similar economic analysis focused just on Washington County's labor market.

On the positive side, federal and state efforts to mitigate these economic trends are still being implemented, including the first round of disbursements to individual federal taxpayers from the Coronavirus Aid, Relief, and Economic Security (CARES) Act. ECONorthwest estimates that 84% of the metro area's households qualify for receipt of this tax stimulus, amounting to an average \$2,222 per household. Analysis of the restrictions on using \$104 million in CARES Act funds transferred directly to the County is underway as this Proposed Budget Summary is being printed. Additional federal stimulus is being discussed by federal policymakers as this proposed budget is being developed.

In addition, the County and other local governments are somewhat buffered from this early damage to the economy given our primary revenue source is property taxes. For FY 2019-20, the most recently completed tax year, Washington County's total real market value was \$121.5 billion, well above the county's total assessed value of \$68 billion. While a longer and deeper economic shock could erode individual property values, the down turn would have to pull real market values closer to the level of assessed values before significant harm would come to property tax revenue. That said, our state government is much more exposed to the current shock given its reliance on income taxes. Shared lines of service, including those provided by departments such as Community Corrections, Health and Human Services and Land Use and Transportation, could all be affected in the coming fiscal year.

Caution is also warranted while we await the outcome of two countywide local option property tax levies on the ballot this May 19: the proposed replacement of the Public Safety Levy and the proposed renewal of the Library Levy, both of which expire on June 30, 2021. Although the revenue anticipated from the replacement and renewal of these two levies would not come until FY 2021-22, the fiscal year following the one for this proposed budget, a loss of these funds would require a comprehensive discussion of the County's options and priorities.

Under the most recent calculations, the five-year Public Safety levy provides 21% of the funding, supporting 164.55 full-time equivalent positions in its final year of FY 2020-21, to operate the County's portion of the criminal justice system. These services include prosecution, jail and other incarceration services, probation and parole supervision, juvenile crime prevention and special law enforcement teams and other law enforcement services, such as forensics and investigations. The levy also provides victims' assistance and emergency shelter, including for women and children who are victims of domestic violence.

The Board of Commissioners, in working with the leaders of the Public Safety and Justice departments, developed and adopted a replacement levy proposal that would not only continue the current level of services among these departments based on population growth and other anticipated cost drivers, but would also invest \$9.8 million in additional funds over the next five years to address increases in caseloads beyond population growth projections. These additional dollars would support programs focusing on domestic violence, child abuse and emergency shelter caseloads. The property tax rate estimated to produce sufficient revenue for these services over the next five-year levy period is \$0.47 per \$1,000 of assessed value, a five-cent increase over the Public Safety Levy's current rate. Again, funds from this levy, if passed, would begin to be received in FY 2021-22 and are not a part of this proposed budget.

The five-year Library Levy currently supports about 40% of the funding for Washington County Cooperative Library Services (WCCLS), which provides the central support and services linking city and community libraries together into one system, creating broad access to books and other library materials for all county residents. In addition to these centralized services, levy funds would also pay for reading programs for children, book purchases and resources for job seekers. The property tax rate estimated to continue these services over the next five-year levy period is \$0.22 per \$1,000 of assessed value, the same tax rate as the expiring levy. As with the Public Safety Levy, the first year these funds would be received would be FY 2021-22, not within the fiscal year associated with this proposed budget.

Pre-pandemic Priorities

As much as the new coronavirus pandemic is shaping our activities and our outlook, the organization is also moving forward with initiatives and priorities that existed before this public health crisis emerged.

Diversity, Equity and Inclusion (DEI)

Among these priorities was the Board of Commissioner's direction to the County Administrator in the form of a comprehensive Equity Resolution adopted in February of 2020 to develop a robust plan and organizational capability to foster, support and

Budget Message

strengthen equity and inclusion in the County's programs, practices and policies. The initial steps outlined in the resolution are monumental from an organizational perspective. The Washington County community is among the most diverse in Oregon and has only become more so with each passing year. Our languages, cultures, generations, races and ethnicities have enriched and strengthened our community despite systematic racism and privilege that, either intentionally or not, remains to be dismantled from within our government process and practices.

In keeping with the direction provided in the Equity Resolution, the proposed budget includes resources supporting the creation of five new positions, beginning with a Chief Equity and Inclusion Officer, within the County Administrative Office. The current Community Engagement Program will also merge into a new Office of Equity, Inclusion and Community Engagement. Timing of the recruitment of the Chief Equity and Inclusion Officer is intended to result in an appointment in August or September, 2020. From there, recruitments will be expeditiously pursued with the intent of filling the other four positions by February of 2021 and the delivery of a three-to-five-year DEI strategic plan by the end of August 2021.

Economic Development

Another key initiative that began at the Board's direction in 2019 involves standing up an Economic Development program within the County Administrative Office. Careful research and consultation with local government peers, businesses, chambers of commerce and community-based organizations was drawn together by consultant John Southgate into a proposed Economic Development Manager that the proposed budget is resourced to implement. Recruitment for the new position is planned later in 2020 with the intent of making an appointment by January 2021.

Given the immediate economic crisis unfolding as a result of statewide orders to prevent the spread of COVID-19, some initial programmatic steps have already been made. Among these has been the establishment of nearly \$300,000 in emergency grants and \$875,000 in loans for small businesses affected by the crisis. The program was put together in coordination with two local community development financial institutions (CDFIs), Micro Enterprise Services of Oregon and Craft3. Over 2,200 businesses applied within 48 hours for these funds, which would cover expenses like payroll and benefits, rent or mortgage payments and payments for utility costs. Particular care has been made to focus these dollars on businesses that have historically faced a systemic lack of access to banking resources.

Affordable Housing and Homelessness

Although regional and local capacity building in recent years is incrementally expanding the availability of affordable housing throughout Washington County, demand continues to outstrip supply, particularly for the "cost burdened," defined as those spending more than 30% of their household income on their rent or mortgage. In the analysis for the 2020-2024 Consolidated Plan developed this year, the measure of total housing units was shown to expand by over 11,000 between 2012 and 2017. This 5% growth was particularly strong in cities such as Hillsboro and Beaverton. Nonetheless, rents and home values also increased significantly during this period, rising countywide by 23% and 14%, respectively. When the availability of housing units is overlaid with household income levels, at least 53,000 cost-burdened households are estimated to be among the Washington County community, most of whom are renters (66%) and a disproportionate number of whom are people of color.

Through various funds in FY 2019-20, roughly 500 units of affordable housing units are in pre-development or under construction within Washington County. This is an aggressive start to meeting a goal of developing over 1,300 affordable housing units in Washington County in the years ahead thanks to funding provided by a regional affordable housing bond measure approved by voters in 2018. The County's commitment to increasing the supply of affordable housing countywide is reflected in various funds within this proposed budget, including the Metro Affordable Bond (\$80.4 million), Affordable Housing Development Support (\$4 million), Community Development Block Grant (\$5 million) and the HOME Investment Partnership (\$4.3 million). The Washington County Housing Authority's array of public and affordable housing programs and services, including the federal Section 8 Housing Program, are contributing to this capacity building as well (\$13.2 million). Finally, the 2020-21 Long Range Planning Annual Work Program for the Department of Land Use and Transportation includes a review and implementation strategies for housing affordability in conjunction with House Bill 2001, legislation passed in 2019 increasing housing density within urban areas.

Homelessness is another dimension to the communitywide need for housing. Total homelessness has been flat or slightly increasing over the last five years of "point-in-time" counts, from 591 in the year 2015 to 618 in January of 2020 (the most recent data available). Nevertheless, temporary shelters have seen a dramatic 70% increase in usage over the last three years and chronic homelessness remains a challenge, particularly with respect to the need for addiction treatment, mental health and other services in many cases. Despite a temporary statewide moratorium on evictions due to lack of rent payments during the

Budget Message

COVID-19 pandemic, there is reason to be concerned that current constraints on the economy could put more at risk to losing their homes.

As mentioned earlier, the May election could result in additional resources coming to bear in this area of service, but these funds – if approved by the voters – would not arrive before FY 2021-22. The Public Safety Local Option Levy on the ballot this May, for example, includes \$7 million in continued payments to emergency shelters, but also an additional \$1 million for rent assistance for domestic violence survivors and \$645,000 over five years for additional nonprofit capacity designed to expedite the transition from emergency shelter to permanent housing with appropriate supportive services. A regional funding measure also on the ballot this May would use income taxes on individuals and businesses over 10 years to produce revenue supporting case management, mental health care, addiction and recovery treatment, job training, housing assistance and culturally-specific services for those struggling to find permanent housing.

Transportation

Transportation is another area of pre-pandemic focus that is supported in this proposed budget. By the end of FY 2019-20, the Department of Land Use and Transportation (LUT) will complete 106 projects at an estimated cost of \$119 million. Included in the FY 2020-21 budget is funding for a robust capital improvement program with 94 projects totaling of \$125 million. The LUT's Annual Work Program also focuses on the implementation of the context-sensitive "complete streets" road design standards update.

LUT continues to collaborate with the Oregon Department of Transportation, TriMet and other area transportation agencies to support Metro's Get Moving 2020 funding measure, which is expected to be on the November 2020 ballot. If the measure passes, it will include improvements on Tualatin Valley Highway, between U.S. Highway 26 and Forest Grove; 185th Avenue, between the Portland Community College Rock Creek campus and Farmington Road; and planning for the Highway 217 corridor.

The Southwest Corridor is a key element of the Get Moving 2020 measure. The 12-mile light rail line, from downtown Portland to Bridgeport Village in Tualatin, will provide system connectivity to education and housing opportunities and will support major job centers. Included in the FY 2020-21 budget is \$25 million – the first installment of the County's \$75 million commitment to the project. This local funding, along with nearly \$1 billion from the Get Moving 2020 measure and other local agency contributions, will constitute the local funding match needed for a federal grant to cover about half of the project's total cost.

Financial Outlook

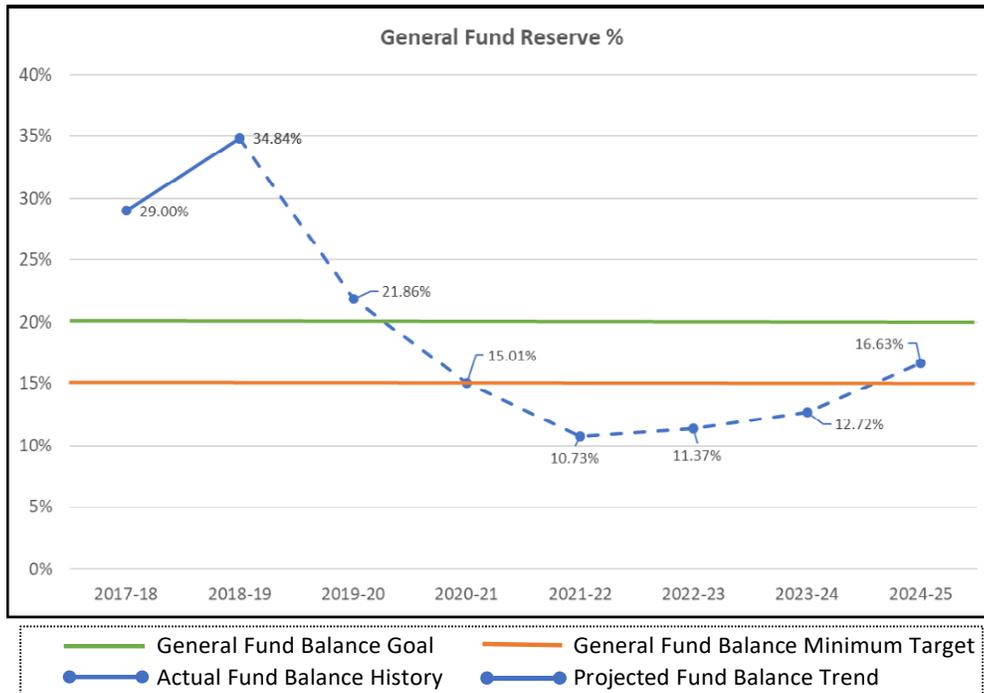
Against this backdrop of community growth, needs and challenges, the proposed budget has also been developed within the fiscal strengths and constraints of our organization.

On the positive side, countywide assessed value increases have averaged over 4% for the last 10 years, bolstering property tax revenue for the County even as fee-for-service and other categories of revenue fluctuated during this period. General Fund property taxes are expected to increase by \$6 million in the proposed budget. This single source, \$150.6 million, represents 53% of the County's overall General Fund discretionary revenue. The County's three active Strategic Investment Program (SIP) agreements are estimated to contribute \$37 million to support General Fund operations. This amount includes \$33 million in new SIP revenues and \$4 million from the SIP fund balance. SIP contributions represent approximately 13% of General Fund discretionary revenue. Current year property tax collections and SIP contributions combined represent approximately 66% of total General Fund discretionary revenues.

In terms of challenges, the County is navigating a similar environment as other public agencies in Oregon. With respect to retirement costs, the most current Public Employees Retirement System (PERS) actuarial report is still indicating that employer rates will peak over the next four fiscal years. Health insurance costs are assumed to increase by 11% in the proposed budget, or by about \$2.2 million. While the long-term financial outlook is still positive, the County is exercising prudent financial management to mitigate risk factors in the near future.

To ensure the County maintains sufficient resources to counter future financial challenges and maintain services, the Board of County Commissioners established the County's General Fund reserve requirement at a minimum of 15% of net revenues, with a target of 20% of net revenues. General Fund reserve amounts are shown over a five-year projection in the chart below. While the General Fund reserve projection shows the reserve may drop below the minimum 15% level, the assumptions built into the projection includes anticipation of short-term economic challenges in the upcoming four fiscal years and utilization of reserve amounts to maintain County services.

Budget Message



To maintain current services and service levels within the General Fund, the proposed budget increased expenditures by \$8.5 million or 3% excluding contingency. The increase includes a combination of 1) Personnel Services increases due to growth in salaries, retirement benefits and health care costs and a few strategic new positions; 2) small increases in Material & Services, Other Expenditures, and Interdepartmental; and 3) decreases in Operating Transfers Out and Capital Outlay. The budget analysis within each General Fund organization unit include additional details.

New Staff Positions Overview

The fiscal year 2020-21 proposed budget exercises prudent financial planning and management with the goal of successfully navigating a volatile economic environment over the short-term. Within this context, reducing growth to a minimum level is reflected in the addition of minimal new staff positions and near zero additions in Materials and Services.

Across all of the funds in the proposed budget, the addition of several new FTE positions is recommended in addition to those added as part of the modified budget for FY 2019-20. A summary of new positions by functional area is shown in the following chart:

Budget Message

FTE changes by Functional Area					
Functional Area	2019-20 Adopted	FTE change	2019-20 Modified	FTE change	2020-21 Proposed
General Government	397.25	1.60	398.85	8.50	407.35
Public Safety & Justice	983.50	8.25	991.75	1.45	993.20
Land Use & Transportation	345.16	1.40	346.56	(1.03)	345.53
Housing, Health & Human Services	399.30	3.20	402.50	14.00	416.50
Culture Education & Recreation	63.15	2.50	65.65	1.35	67.00
Totals	2,188.36	16.95	2,205.31	24.27	2,229.58

Additional detail is available in the Trends and Initiatives and budget analysis sections of this document, but highlights for the two functional areas with the largest FTE increases include the following:

- General Government** – The proposed new positions (8.50 FTE) are primarily concentrated in the Office of Equity, Inclusion and Community Engagement (5.00 FTE). These positions are key to the County’s strategy in advancing diversity, equity and inclusion internal to the County and in the community. The increase in the County Administrative Office (CAO) (3.00 FTE) includes an Economic Development Manager position that will focus on programs and initiatives to stimulate the local economy, a Staff Assistant to the commissioners, and a graphic designer’s position moved from Department of Support Services to the CAO Communications program. The increase in the Department of Support Services (2.00 FTE) consists of one department director’s position to continue the reorganization of the Department of Support Services; two positions in Information Technology Services (ITS) to support a new Assessment and Taxation system implemented in FY 2019-20 and the County’s cybersecurity monitoring; and the reduction of one position moving to the CAO. The increases in ITS is offset by reductions of 1.50 FTE in the Department of Assessment and Taxation.
- Housing, Health & Human Services** –The proposed new positions (14.00 FTE) include 9.90 FTE in Public Health to execute service provision for the Family Connects program and the Tobacco Retail Licensure program; 3.30 FTE in Developmental Disabilities including one division manager to support the creation of the new division and two mental health service coordinators to assist with increasing case management loads; 5.68 FTE in Human Services to support the organization unit’s new programs including a new triage and treatment center and housing for individuals with special needs. These increases are offset by smaller decreases in the other Health & Human Services organization units. It is also worth noting that 28.29 FTE were moved from Health Share of Oregon (195-7085) to Coordinated Care Organization (203-7087) which is a new fund and organization unit created in response to changes in the role and responsibility of the Behavioral Health Program. Most of these positions are outside of the General Fund (which increases by only 8.5 FTE).

Identifying the need for these new positions underscores the ongoing work of positioning Washington County as a competitive employer that can recruit and retain talented employees. Our organization prides itself on maintaining competitive wages and benefits compared to our peer organizations. Including a 2.6% cost-of-living adjustment in the proposed budget, based on the consumer price index-West Coast annual average, is part of maintaining this competitiveness.

The Fiscal Year 2020-21 Proposed Budget

This Budget Summary document contains detailed revenues and expenditures for all funds operated by the County and has been prepared in accordance with Oregon local budget law and generally accepted accounting principles.

Budget Message

The following table summarizes the proposed budget and compares to the FY 2019-20 adopted and modified budgets.

WASHINGTON COUNTY						
2019-20 Modified Budget Compared to 2020-21 Proposed Budget						
Description	Adopted	Modified	Proposed	Change	Change	% of
	2019-20	2019-20	2020-21	\$	%	Total
General Government	\$ 75,419,738	75,671,738	82,572,387	6,900,649	9%	6%
Public Safety & Justice	206,503,495	207,801,148	214,594,431	6,793,283	3%	16%
Land Use & Transportation	135,363,881	135,363,881	128,738,023	(6,625,858)	-5%	9%
Housing, Health & Human Services	221,371,913	224,584,517	245,949,723	21,365,206	10%	18%
Culture, Education & Recreation	61,681,932	61,854,204	64,813,085	2,958,881	5%	5%
Non-departmental	12,640,733	12,498,904	3,482,226	(9,016,678)	-72%	0%
Subtotal	712,981,692	717,774,392	740,149,875	22,375,483	3%	54%
Capital	364,430,404	382,047,160	307,902,970	(74,144,190)	-19%	23%
Non-operating	329,108,528	331,001,699	318,071,899	(12,929,800)	-4%	23%
Totals	1,406,520,624	1,430,823,251	1,366,124,744	(64,698,507)	-5%	100%
General Fund	317,484,967	318,455,443	320,016,175	1,560,732	0%	23%
Special Funds	1,089,035,657	1,112,367,808	1,046,108,569	(66,259,239)	-6%	77%
Totals	\$ 1,406,520,624	1,430,823,251	1,366,124,744	(64,698,507)		100%
General Fund	1,124.97	1,135.82	1,155.19	19.37	2%	52%
Special Funds	1,063.39	1,069.49	1,074.39	4.90	0%	48%
FTE's	2,188.36	2,205.31	2,229.58	24.27	1%	100%

The total proposed budget reflects a decrease of \$64,698,507 (5%). This is primarily due to decreases in capital project activities and non-operating expenditures. The total number of staff positions increases by 24.27 FTE (1%) positions. Context for these changes can be found in the Trends and Initiatives section as well as budget analysis within each organization unit.

In Closing

The pandemic we are all experiencing and actively responding to has brought us serious challenges, but there are reasons to remain hopeful for a stronger, more healthy community in the future. We've tried to give justice to the risks and challenges in this message, both in terms of COVID-19's deadly and disproportionate effect on the underserved in our community as well as the damaging impact statewide restrictions have had on our economy, particularly for lower-wage earners. It is important to keep in mind, however, that there are also positive outcomes that may be taking shape during this crisis. For example, statewide restrictions have prompted our community to rally to the cause of staying home and saving lives, to focus on improving their own health and that of their communities and to strengthen their connections with family and neighbors. Another silver lining is the way our County government organization is also fighting for a better outcome for our community in the wake of the pandemic. Our public health personnel, emergency responders and our partners among many community-based organizations are all pushing forward to protect us from the disease, but also to address the emerging inequities the pandemic is having. Our collaborative work to provide equity-focused relief through our Business Recovery program is an example of a bright spot in an otherwise dark landscape.

A parting thought about this proposed budget in this time of crisis has to do with the process of budgeting itself. Just as our current focus is on reshaping the physical and economic health of our community, it may be time to rethink our budget and the budgeting process. The County may take advantage of this moment in our history to re-visit and apply new perspectives to budgeting by examining questions such as: How should our resources best be allocated? What needs does the community have in the current era? Doing so could lead to a new expression of priorities, service levels, revenue sources and overall policy direction.

In conjunction with the review of the budget it may also be desirable to examine ways to have greater community involvement in the budgeting process. Models of successful approaches, including participatory budgeting, exist throughout the nation and world, including one in my home town of Vallejo, California, but the exact fit for Washington County must be determined locally and with the help of a new County Administrator.

Budget Message

Finally, a note of gratitude. As is true every budget year, hundreds of our staff members contribute to the formation of this proposal. The process involves each department, the Finance Division and the County Administrative Office all pulling together, although this year's process involved the added burden of our pandemic response. Our team has persevered despite the challenge. I am proud to work alongside them and to transmit the results of their efforts to the Board of Commissioners, Budget Committee and the public we serve.

Respectfully submitted,

Stephen Rhodes

Interim County Administrator

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Trends and Initiatives

General Topics

Diversity, Equity and Inclusion

The County is committed to a comprehensive and engaging diversity, equity and inclusion (DEI) program. In 2018 and 2019, the County partnered with multiple organizations including Centro Cultural, Adelante Mujeres, Vision Action Network, and others, on a report created and published by the Coalition of Communities of Color titled, "Leading With Race: Research Justice in Washington County." After an extensive community engagement process, the Board of County Commissioners drafted and formally adopted Washington County's Equity Resolution on February 28th, 2020. The proposed budget demonstrates the County's commitment to the DEI initiative by making significant investments in the newly established Office of Equity, Inclusion and Community Engagement in support of the goals established by the Equity Resolution.

Affordable Housing

Housing affordability is a critical issue for many Washington County residents. Of the nearly 53,000 households experiencing cost burden, 66 percent are renters. Cost burden is defined as paying more than 30% of an individual's or family's gross income for housing costs. In collaboration with public and private partners, Washington County is increasing the inventory of affordable housing using the Metro Affordable Housing Bond Program, the County's General Fund and federal funding. Partners include the Housing Authority of Washington County (HAWC) and many non-profit and for-profit organizations. The goal over the next seven years is to develop over 1,300 permanently affordable housing units throughout the County. Some of these affordable housing units will also be developed in partnership with local jurisdictions. Currently 492 affordable housing units in five affordable housing developments are in pre-development or under construction within Washington County. Washington County will be releasing \$80 million in Metro Affordable Housing bonds to support the development of affordable housing. The proposed budget includes the second of five years of a \$4 million investment toward affordable housing development activities within Washington County.

Economic Conditions

The recent COVID-19 Public Health Emergency is adding complexity to the County's economic condition. While the County is still optimistic about the long-term health of the local economy, the short-term outlook is uncertain. The County Administrative Office is monitoring the County's local economic condition continuously and is prepared to make additional financial management decisions as economic conditions evolve.

General Fund Revenues

General Fund revenues are budgeted to increase approximately 5%. The primary drivers of this trend include projected increases in Taxes, Charges for Services, and Operating Transfers In. This estimate is assuming a moderate economic impact due to the recent COVID-19 emergency and a slow but steady recovery period in fiscal year 2020-21. The impact COVID-19 may cause on the actual revenues is unpredictable at this moment. The County Administrative Office is monitoring the actual revenue trend continuously and is prepared to make additional financial management decisions based on the most current trend.

General Fund Expenses

The General Fund expenditures remain mostly status quo compared to the prior fiscal year. To maintain current services within the General Fund, the proposed budget increases approximately 3% excluding contingency. The primary drivers for this increase in expenditures are increases in Personnel Services due to increases in salaries, retirement costs and health benefits, and a few strategic new positions; moderate increases in Materials and Services due to set increases on existing contracts; and increase in debt service payments and transfers out.

Trends and Initiatives

General Fund Reserve

The General Fund reserve remains an essential element of the County's financial management strategy. The County's goal is to maintain a reserve that is a minimum of 15% and a target of 20% of annual discretionary net revenue. The ending fund balance as of June 30, 2020, is projected to be 21.5% of net discretionary revenue.

Compensation Adjustment for Non-represented Employees

The proposed budget includes a 2.6% cost-of-living adjustment (consumer price index-West Coast (CPI-W), annual average) for all employees except the Board of County Commissioners and County Auditor whose salaries are set according to the voter-approved County Charter. Employees working under a collective bargaining agreement will be subject to the adjustments negotiated as part of their respective agreements.

Public Employee Retirement System (PERS)

PERS employer rates remain the same as FY 2019-20 as a result of Oregon PERS' biennium rate model.

Health Care

The proposed budget incorporates the negotiated premium adjustments for the plan year of January 1, 2020 thru December 31, 2020. This included an increase for Providence of roughly 2.5% and Kaiser 0.8%. Vision insurance remained flat, ODS Dental decreased 4.7% and Willamette Dental remained flat. The blended health care premium for 2020 rose only 0.9% in 2020. Premiums for calendar year 2021 will be negotiated in August-September. The budget assumes an 8.5% increase in rates for the first half of 2021 based on past trends.

Public Safety Local Option Levy

The current Public Safety Local Option Levy (Measure 34-236) was authorized by Washington County voters in November of 2015 with 73% voting "yes." It contains a fixed five-year property tax levy rate of \$0.42 per \$1,000 of assessed value. Since it was first authorized by voters in FY2001-02, the levy has made a critical contribution to the restoration of Washington County's criminal justice system services. Now in the year of 2020, the levy continues to provide vital criminal justice system capacity to maintain safety within the Washington County community. On February 4, 2020, the Board of County Commissioners approved a measure for the May 2020 ballot to replace the current levy with a new five-year levy at a rate of \$0.47 per \$1,000 of assessed value.

Local Option Library Levy

Since 1976, public library service in Washington County has been provided through a partnership of the County, nine cities and three nonprofit organizations. Washington County Cooperative Library Services (WCCLS) is the primary source of funding for public library operations countywide. A significant portion of WCCLS's funding source is through the WCCLS Local Option Levy. On February 4, 2020, the Board of County Commissioners approved a measure for the May 2020 ballot to renew the current levy at \$0.22 per \$1,000 of assessed value.

OPERATING BUDGET

General Government

General Government includes expenses associated with governance and support functions. The proposed budget for General Government decreases 97,759,826 (54%). The General Fund subsidy increases 5,887,052 (10%). The number of full-time equivalent (FTE) positions increase 8.50 (2%). Refer to the Summary Schedule tab for distribution of FTE by organization unit.

County Administrative Office (100-1510)

The proposed budget includes the addition of two programs: 1) Economic Development; and 2) Communications, which was originally part of the Intergovernmental Relations and Communications program in this organization unit. It also includes the addition of two FTE: Staff Assistant to the Board and Economic Development Manager (both mid-year beginning January 2021). The positions are added to address the evolving support requirements of the Board of Commissioners and the business processes of the Board of Commissioners and County Administrative Office.

Trends and Initiatives

Assessment & Taxation (100-3020)

During fiscal year 2019-20, A&T implemented a lockbox service to process checks for payments in-house. Prior lockbox service was handled through county bank services. Costs related to this new internal process will cost the county approximately \$16,600 annually and are reflected in this FY 2020-21 proposed budget. The new Orion Tax System will also be fully implemented in FY 2020-21.

Equity, Inclusion and Community Engagement (100-3110)

As in previous years, this organization unit is supported by a combination of video lottery funds and County General Fund. As it transforms into the Office of Equity, Inclusion and Community Engagement, this year it adds a new program for Diversity, Equity and Inclusion (DEI) in addition to the existing general community engagement activities and support for the Community Participation Organization (CPO) Program. The Office of Equity, Inclusion and Community Engagement will include high-level leadership to ensure DEI priorities are implemented across the organization. This will include support to County departments as they implement the Limited English Assistance Plan (LEAP) and fulfill compliance with the Title VI of the 1964 Civil Rights Act; data analysis; and policy coordination to develop a comprehensive DEI program. The proposed budget includes 5.00 new FTE including a Chief Equity and Inclusion Officer, Research and Evaluation Analyst, Program Manager, and two Senior Program Coordinators.

Community Engagement will continue support for the Civic Leaders Program, implementation of digital online engagement tools for enhanced community engagement, and support for County departments as they implement equitable community engagement strategies. The CPO Program will also continue to provide assistance to its active CPOs, work toward creating new efficiencies in support of its volunteers and support increased diversity in participation.

Support Services Administration (100-3510)

Significant reorganization activities reduce Support Services Administration's budget by 37%. Risk Services moves to its own Organizational Unit (100-3575) and all costs and staff associated with the graphics arts activities move to the new Communications Program within the County Administrative Office (100-1510). The budget reduction is offset by the addition of 1.00 FTE Director of Support Service position and a change to the Materials & Services expenses by consolidating a large portion of various costs into this budget from other organization units in the Department. The addition of the Director of Support Services position is a continuation of the development of the Department of Support Services that began in fiscal year 2019-20.

Public Safety & Justice

The proposed budget for Public Safety & Justice increases 6,793,283 (3%). General Fund expenditures increase 4,814,319 (5%) and special fund expenditures increase 1,978,964 (2%). The General Fund subsidy increases 5,381,654 (7%). The number of full-time equivalent (FTE) positions increase 1.45 (less than 1%). Refer to the Summary Schedule tab for distribution of FTE by organization unit.

Sheriff's Office Administration (100-4010) (182-4010) (234-4010)

This budget represents a very conservative program to support the Sheriff's Office Public Safety mission. Increases in personnel salary and benefits along with reduced revenue projections limit growth in some program areas. Materials & Services have been reduced to current year levels or lower in order to meet budget constraints. The number of patrol deputies are slightly below the 1.08 Officer per thousand residents in the Urban Unincorporated areas.

The Jail budget does not currently support an increase in staff, but there are still efforts to reduce overtime and improve the quality of life. A detailed analysis led to a more effective shift structure to better align staffing with workload levels and enable a 4-10 hour schedule to improve work-life balance for employees. Wellness rooms with quiet spaces within the Jail are being created to provide staff with a safe place to relax and recharge. Staffing needs and procedures continue to be monitored and evaluated to maximize resources and provide a safe, efficient environment. Planning efforts on how to address female population management, working with inmate mental health issues, and the on-going COVID-19 threat are other areas of interest.

The Public Safety Training Center (PSTC) has become a highly desired training facility within the region. The training staff is becoming established and developing sound training procedures and training schedules for use of the facility. This budget request continues to address the optimization of the facility equipment and supplies needed to operate to its full capacity. The facility provides a unique capability to host premier training with regional partners and inter-agency teams.

Trends and Initiatives

The Forensic unit became accredited through American National Standards Institute-American Society for Quality (ANSI-ASQ) National Accreditation Board (ANAB) in January 2020. The Forensic Science Unit also has the distinction of being the first laboratory in Oregon to earn the Inspection level accreditation. 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. The budget request includes the cost of the annual accreditation as well as a Forensic Case Management system that was required.

The Sheriff's Office received a grant and completed thorough testing and a robust contracting process to acquire body worn cameras for a pilot program. Currently, there are 30 cameras deployed to select deputies. This budget limits program expansion at this time. This body worn camera program is believed to have a positive impact on prosecution as well as reducing potential liabilities.

Recruitment outreach to community groups and other stakeholders through multiple platforms for the purpose of education and promoting the Sheriff's Office continues to be a top priority. This request maintains current efforts in both recruitment and public outreach. The Sheriff's Office recruitment team has completed research and analysis to determine focus areas for continued recruiting efforts. Some focus population groups include criminal justice students and current military members. The Sheriff's office has implemented relocation assistance for certain classifications and increased the starting salary rate in order to be more competitive in the job market. These efforts along with upcoming initiatives will continue to improve the recruiting, retention and positive community outreach of the Sheriff's Office.

District Attorney (100-4510)

As Washington County continues to experience unprecedented growth, the evolving and increasing needs of the County place a greater demand on the infrastructure of the criminal justice system, including the District Attorney's Office (DA's Office). While the office is well-situated to meet its mission of seeking justice and protecting our community, the following factors present a pressing need for additional resources.

Overall caseloads in the DA's Office have increased across a broad range of categories. There has been a 13% increase in cases referred to the office over the last four years, and an increase of 800 cases in the one-year period from 2018 to 2019. Additionally, there has been a 37% increase in charged domestic violence (DV) cases after the creation of the DV unit in 2019, and a 30% increase in child abuse cases referred to the DA's Office over the past three years.

There are over 40 unsolved "cold case" homicide investigations in Washington County dating back to 1968. As memories fade and witnesses begin to pass away, there is an increased urgency to review these cases to determine whether advances in forensic evidence may allow a prosecution to commence. While this budget limits the ability to fund this initiative, the District Attorney's Office is working to redeploy existing resources and/or research other funding opportunities to pursue the investigation of these cases

Following the model of the successful child abuse multidisciplinary team and domestic violence unit, the DA's Office is working to establish a successful elder and vulnerable adults' multidisciplinary team as these cases will likely increase as the population ages.

An increasing number of criminal cases involve some form of digital evidence. This includes phones, tablets and cloud storage which may be evidence in a criminal case. It also includes body worn cameras, civilian dash cameras, and doorbell cameras. The proliferation of these new forms of evidence places an increased strain on resources.

The District Attorney's Office currently operates within eight different specialty and treatment courts. This includes drug court, mental health court, veterans' treatment court, family sentencing alternative program, integrated re-entry intensive supervision services program, domestic violence deferred sentencing program, early case resolution program, and multiple diversion programs. While many of these courts are successful at addressing root causes to criminal behavior and creating efficiencies within the criminal justice system, they require significant resources from the DA's Office to run effectively. Additionally, work is being done to establish a "rapid aid and assist evaluation" specialty docket to address the increased prevalence of mental health issues among criminal defendants.

The legislature has passed several bills in the past two sessions that create significant new burdens on the criminal justice system, such as SB 1008 (modifying juvenile Measure 11 cases), SB 1013 (modifying Oregon's murder statutes), and SB 1002 (modifying plea offer practices).

Juvenile (100-5010)

During fiscal year 2019-20 the Juvenile Department was able to add an Assistant Director position to bring parity with other County departments of the same size. The department was also able to add a Supervisor position to the Breaking the Cycle Team that supervises youth who sexually offend, which requires specialized training and has been steadily increasing every year. This position will support the staff that manage these increasing caseloads.

Trends and Initiatives

During the 2019 legislative session SB 1008 was passed. A portion of this bill returned (to the Juvenile Department) jurisdiction of youth with serious and violent charges previously handled in the adult system. The Juvenile Department is focusing on bolstering the court preparation, case management and supervision services to these additional youth who have been handled in the adult system for the past 20 years. The return of these youth has resulted in a significant increase and impact to the work of department staff and requires intensive responses. In this economic environment, the department is working to redeploy existing resources to handle this additional workload. In 2019, nearly 65% of these youth were youth of color. The Juvenile Department is committed to addressing the disproportionality issues while continuing to provide excellent service delivery for all youth brought into the juvenile justice system.

Law Library (176-8510)

Oregon Revised Statute 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 print and online resources, personnel costs and other overhead; the state appropriation dropped 35% since fiscal year 2010-11 and net revenue has fallen 41% in the same time frame.

Community Corrections (188-5510)

Community Correction's key issues continue to be ensuring consistent and adequate funding to maintain all staffing and services. State funding for the biennium 2021-23 continues to be discussed at the legislative and local level, however additional funding was not secured in this year's legislative session. The Community Corrections felony caseload is primarily funded by the State and due to the lower level of funding, the fiscal year 2020-21 budget includes reductions in staff and felony services. The Community Corrections misdemeanor caseload is funded by the General Fund. County demographics have changed over time, along with the increased prosecution of misdemeanor crimes which necessitate the increase in General Fund support. Misdemeanor caseload has increased about 55% since January of 2017. General Fund support for Community Corrections has been held flat since fiscal year 2008-09 but will be increased this year to reflect the increase in misdemeanor supervision.

Land Use & Transportation

The proposed budget for Land Use & Transportation decrease 6,625,858 (5%). General Fund expenditures decreases 648,199 (13%) and special fund expenditures decrease 5,977,659 (5%). The General Fund subsidy decreases 92,241 (7%). The number of full-time equivalent (FTE) positions decrease 1.03 (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 state transportation package and a countywide vehicle registration fee. Combined, these sources 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.

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 an anticipated slight decline. In total, the Planning and Development Service budgets and FTE remain the same for fiscal year 2019-20. Fund balances in all divisions have grown which has allowed for the replenishing of reserves that declined significantly during the recession. These fund balances are expected to remain within targeted ranges.

Road Fund Administration (168-6045)

Revenues increase in total for this fund by \$1.6 million, with the county gas tax and state apportionment revenues remaining relatively flat, which assumed an upsurge in FY 2019-20 due to the 2-cent gas tax increase in January 2020. The assumed growth in revenues is partially offset as more fuel-efficient vehicles take to the roads and drivers use alternative modes of transportation. In contrast the vehicle registration fee implemented in FY 2018-19 is expected to increase for FY 2020-21 by \$1 million as the county continues to grow.

Personal Services increase overall as the fund added 7.80 FTE across the organization units supported by the Road Fund. The new positions will provide enhanced support to an expanding contract maintenance program, keep up with permitted activity requiring additional inspections, environmental resource needs, enhanced departmental support and oversight for site development activities relating to infrastructure improvements, departmental accounting needs, and an enhanced department training program.

Trends and Initiatives

Contingency decreases \$2 million as the Road Fund endeavors to balance operational needs with revenue streams. Maintenance work continues for an enhanced culvert design and replacement program, bridge deck replacements, and rural road pavement overlays. A transfer to the Road Capital Projects Fund allows capital work to replace bridges, complete American Disabilities Act ramps and sidewalks, and upgrade to bike and pedestrian access.

Current Planning (172-6020)

This unit operates as an enterprise fund supported by fees from service users. As a result, staff and fee management are critical in response to new development activity trends. Strategic fee increases and new fees are requested to alleviate the strain on this fund. Staff decreases 3.65 FTE for fiscal year 2020-21 as activity levels are expected to continue to be slightly below current levels.

Building Services (174-6020)

This fund will continue to see the contingency decrease. Staffing levels decrease as commercial project's return to normal levels and new development decreases. The fund balance is currently at a healthy level but, it is expected to be drawn down in fiscal year 2020-21. Staff and fee management are critical to mitigate declining resources for this enterprise fund.

Housing, Health & Human Services

The proposed budget for Housing, Health & Human Services increases 16,872,141 (7%). General Fund expenditures decrease 1,067,227 (3%) and special fund expenditures increase 17,939,368 (9%). The General Fund subsidy increases 133,527 (1%). The number of full-time equivalent (FTE) positions increase 12.00 (3%). Refer to the Summary Schedule tab for distribution of FTE by organization unit.

Community Development Block Grant (164-9010)

In addition to its primary community development activities, the Office of Community Development will be assisting with the Metro Bond affordable housing program by conducting environmental reviews as well as ensuring compliance with federal prevailing wage requirements.

HOME (220-9020)

Office of Community Development manages the HOME program which supports the financing of affordable housing throughout the County.

Public Health (100-7030)

The Health Equity, Policy & Planning (HEPP) program will implement a program to license and regulate retailers selling tobacco products within the County. New funding from coordinated care organizations helps to support Women, Infants & Children (WIC), HEPP Community Health Improvement Plan (CHIP) work, and universally offered home visiting for babies born within the County by the Maternal & Child Health program.

Developmental Disabilities (191-7065)

New this year is the Division of Developmental Disability Services, which was formerly a program under the Division of Human Services. Alongside several years of dramatic growth due to client eligibility expansion by the Oregon State Legislature, state funding levels are below that needed to effectively serve residents. Carryforward and fund balance will allow the County to maintain state-mandated services in the short-term. However, current spending and staffing levels are unsustainable. Funding decisions at the state level will be key to continued financial stability for these services. If funding remains flat, the program will be forced to reduce staff in fiscal year 2021-22.

Human Services (192-7060)

This organization unit houses several Human Service programs including Mental Health and Addictions. Human Services continues to make significant investment in crisis services. The program is also investing in developing new housing for individuals with mental health and addictions disorders, utilizing the unrestricted carryforward revenue. Human Services is collaborating with the Washington County Housing Authority to provide peer mentors and support staff for individuals with severe and persistent mental health illness to live independently. Human Services is exploring the possibility of a new treatment and triage center for those with substance use conditions.

Trends and Initiatives

Health Share of Oregon (195-7085)

Health Share of Oregon program has significantly changed, with most of the care coordination services moving to the new Coordinated Care Organization (CCO) 2.0 Fund 203. Within the coming years, revenue in this program will diminish due to the change in care coordination services which are moving to the new CCO 2.0 fund.

Mental Health Crisis Services (199-7089)

This organization unit provides rapid assessment, crisis stabilization, and service referral/connection for mental health and addictions services. Revenue from multiple funding sources is stable at this time, although changes in state funding could change that picture. Contingency is earmarked for the Hawthorn Walk-In Center's future building development.

Air Quality (244-9030)

General Fund support for the Wood Stove Exchange program ends in fiscal year 2020-21 with no additional Gain Share funds reflected in the FY 2020-21 budget. Unused Gain Share funds from prior years that are contained in fund balance will continue to support the administration of the program. The County continues to seek support for project costs associated with wood stove exchanges. Program goals are scheduled to be reassessed during FY 2020-21.

Culture, Education & Recreation

The proposed budget for Culture, Education & Recreation increases 2,958,881 (5%). General Fund expenditures increase 217,758 (10%) and special fund expenditures increase 2,741,123 (5%). The General Fund subsidy increases 133,319 (13%). The number of full-time equivalent (FTE) positions increase 1.35 (2%). Refer to the Summary Schedule tab for distribution of FTE by organization unit.

Parks (100-3560)

This budget plans to utilize a \$70,000 United States Bureau of Reclamation (USBOR) grant and a County match of \$70,000 to start the design and construction plan for the campground project at Scoggins Valley Park.

Extension Services (100-9510)

This organization unit supports funding for Oregon State University to provide Extension Services in Washington County. The proposed budget includes continued support for 3.50 FTE and additional funds for the Master Naturalist Program and for a new bilingual regional horticulture agent.

Metzger Park (162-3560)

The Metzger Park Sports Court Renovation Project is expected to be complete in fiscal year 2019-20 and Local Improvement District (LID) funding set aside for that project will be expended. As these funds were included in FY 2019-20 budget, the FY 2020-21 figures reflect significant decreases in expenditures. Further, the increase to the LID assessment allows for additional spending in supplies and contracted services. These accounts provide resources to address deferred maintenance (e.g. roof replacement) and routine service delivery. The Parks Department is not seeking an increase to the LID maximum assessment in FY 2020-21.

Cooperative Library Services (184-9710)

Washington County Cooperative Library Services (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. WCCLS now receives approximately 60% of its funding as a transfer from the County's General Fund. In November 2015 voters approved an increased levy of \$0.22 per \$1,000 of assessed value for five years or through FY 2020-21. The levy provides approximately 40% of WCCLS' funding. The levy increase provides increased funding for digital collections, online services, efficiencies in materials handling and support for student success and enhanced library services in communities throughout the County

The current local option levy expires in June 2021. In May 2020, voters will decide whether to renew the library local option levy at the current rate of \$0.22 for July 2021 through June 2026.

Trends and Initiatives

County Fair Complex (200-9810)

The annual County Fair is scheduled to expand from a four-day to a ten-day Fair this year, with associated expansion of both revenue and expenditures. Capital Improvements include \$500,000 for repairs to the former Armory building. The beginning fund balance for this organization unit decreases to almost \$1 million after a \$500,000 reduction in budgeted Transient Lodging Tax (TLT) and the planned use of reserves in previous fiscal years for needed maintenance/repairs and the master planning process. COVID update: Operation of the Fair Complex and County Fair rely heavily on revenue from TLT, which is predicted to have a significant decrease due to COVID impacts. Staff is curtailing costs as much as possible in anticipation of a TLT downturn. Budget and operational plans will be revisited as the impacts of COVID-19 continue to be assessed.

Transient Lodging Tax (240-1655)

Despite new hotels and higher per night rate charges, revenue growth rate has slowed when compared to the last several years. The FY 2020-21 budget for Transient Lodging Tax was prepared using a 5% revenue growth assumption. Recent events related to COVID-19 are likely to have a significant impact on this revenue stream

Event Center Operations (435-9840)

The new Wingspan Event and Conference Center is currently under construction and officially opens for paying event customers in September 2020. "Seed funding" of \$1.25 million was transferred from the Event Center Construction Fund to this fund in fiscal year 2019-20 to cover expenses as the Event Center prepares to open. COVID-19 Update: As the Event Center approaches its opening date this fall, and as the impact of COVID events unfolds, the Event Center's budget, operation, and business plan will need to be re-visited. In the meantime, options for reducing costs associated with new FTE's and current marketing and advertising campaigns are being evaluated to allow a larger year-end contingency.

Non-departmental

The proposed budget for Non-departmental decreases 8,429,944 (71%). Non-departmental budgets do not include any FTE.

Non-departmental (100-1620)

Changes include reduction of the \$2 million Board Priority Fund, the transfer of governmental relations costs to the Inter-government Relations program in the County Administrative Office organization unit (100-1510), and the transfer of contributions for Worksystems, Inc. and CashOregon to the Community Network organization unit (100-1696). Support continues for various membership dues, the Regional Arts and Culture Council (\$190,000), the TriMet Passport Program (\$235,000) and the Board's annual community contribution fund (\$100,000).

Community Network (100-1696)

Support continues for non-profit organizations funded in previous years, including Community Action (\$120,000), Community Housing Fund (\$120,000) and Vision Action Network (\$142,000). The proposed budget includes the addition of two non-profit organizations that were previously housed in Non-Departmental (100-1620): CashOregon and Worksystems, Inc.

CAPITAL BUDGET

General Capital Projects

The proposed budget for General Capital Projects decreases 50,290,023 (46%).

Facilities Capital Projects (356-3580)

The seismic upgrades to the Public Services Building are completed. The County continues its effort to ensure the seismic resiliency of County Facilities. In FY 2020-21, the County is planning to launch a Strategic Facilities Planning project led by Facilities and Parks Services Division. The goal for this project is to establish a list of facilities master plans that incorporates the future of the County's service delivery models and community needs.

Trends and Initiatives

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, new dispatch center, digital radios for first responder agencies and other miscellaneous expenses.

Transportation Capital Projects

The proposed budget for Transportation Capital Projects decreases 23,854,167 (9%).

Major Streets Transportation Improvement Program (MSTIP) (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. In fiscal year 2017-18 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 FY 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. FY 2020-21 marks the fifth year of this 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 3e projects continue to be scheduled for design and construction. Several projects from the latest MSTIP 3e program will begin design in FY 2020-21. Several large projects are slated for design or construction including: Walker Road (Schendel to Butner), Walker/Murray Intersection Improvements, Jenkins Road (158th – Murray), Cornell Rd/102nd to 113th, 198th-TV Hwy to Farmington, Elwert-Krueger Intersection, Cornelius Pass Rd (Frances-TV Hwy+TV Hwy Turn Lane), Roy Rogers Rd (Scholls Ferry-Bull Mountain), Century Blvd-TV Hwy Intersection, 209th Avenue-TV Hwy to Blanton, Martin Rd/Hwy 47-Verboort Rd, Walker Rd/173rd to 185th Avenue, Tualatin Sherwood Rd (Teton to Langer Farms Parkway), and Roy Rogers Rd (Borchers to Chicken Creek). In all, the MSTIP program has 51 active projects.

Road Capital Projects (368-6065)

Revenues increase primarily due to a reimbursement from ODOT for work on the Basalt Creek Parkway Extension, and funding from the recent state transportation package being transferred from the Road Fund. The Road Capital Projects Fund tracks projects financed by new state transportation revenues in fiscal year 2020-2021. These funds will be used to replace bridges, complete American Disabilities Act ramps and sidewalks, and upgrade bike and pedestrian access.

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 one project in design for FY 2020-21 and will provide funding towards five projects housed in funds TIF, MSTIP, and Road Capital Road Program.

TDT will issue the match contribution to Metro for Washington County's share of the FY 2020-21 Southwest Corridor Light Rail Project, should Metro's Transportation Funding package pass in the November 2020 general election. Funding for this year's contribution is proposed to be a \$15,000,000 transfer from MSTIP Fund and \$10,000,000 from TDT funds.

North Bethany SDC (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. A \$3.5 million transfer out to help fund the construction of Springville Road/Kaiser to Joss and design of Springville Road/Joss to PCC entrance projects, as well as \$2.9 million in unobligated appropriations to address future priority transportation projects are budgeted in FY 2020-21.

Trends and Initiatives

Bonny Slope West SDC (378-6065)

This fund accounts for supplemental system development charges (SDC's) collected in the Bonny Slope area to help fund needed transportation capacity improvements as development occurs. Appropriations for the Thompson Road/Kenny to Saltzman are budgeted as this project gets underway.

NON-OPERATING BUDGET

Debt Service

The proposed budget for Debt Service increases 6,183,879 (20%).

Risk Management / Insurance

The proposed budget for Debt Service decreases 13,692,236 (20%).

Medical Insurance (510-3570)

Expenditures increase approximately \$2.6 million (6%) due primarily to premium adjustments effective January 1, 2020, estimated increases for January 2021 and costs associated with new positions. The County is on a calendar-year renewal and will be in active negotiations with providers in the fall 2020, leading to new rates effective January 1, 2021.

PERS Employer Stabilization (524-1615)

In fiscal year 2019-20, the County established a PERS side account for \$14.5 million to offset the increasing PERS employer rates. This investment is partially funded by the \$6.8 million set aside from the PERS Employer Rate Stabilization Fund and an \$8.2 million transfer from the General Fund. This investment is providing PERS employer rate savings of approximately \$1 million per year during the 2019-2021 biennium; and it is expected to gradually grow to nearly \$1.9 million per year during the 2035-2037 biennium. During this period (FY 2019-20 to FY 2036-37), the cumulative rate reduction is estimated to be nearly \$26 million.

Miscellaneous

The proposed budget for Miscellaneous decreases 9,056,343 (5%).

General Fund Transfers (100-1670)

Revenues increase due primarily to tax revenues (\$5.8 million) and operating transfers (\$3.6 million) Intergovernmental Revenues (\$403,748), Charges for Services (\$819,925), Fines & Forfeitures (\$150,000). These increases are off-set by a reduction in Licenses and permits (\$110,300) and Miscellaneous Revenue (\$5,595).

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) support for a new economic development program in the County Administrative Office; 2) support to outside organizations (economic development agencies, chambers of commerce and the Washington County Museum); 3) support for the Community Engagement organization unit, Long Range Planning and Code 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 resources and expenditures increase \$114,206 (4.5%) based on estimates provided in the state General Fund forecast.

SPECIAL DISTRICTS

Trends and Initiatives

North Bethany County Service District for Roads (North Bethany CSDR) (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 in the North Bethany community. A \$5.6 million transfer from the Transportation Development Tax and North Bethany Systems Development Fund is budgeted for construction of Springville Road/Kaiser to Joss, design of the Springville Road/Joss to the Portland Community College (PCC) entrance, and \$2.9 million in an additional appropriation to provide flexibility in addressing future priority transportation projects within North Bethany.

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Total Budget



FISCAL YEAR
2020 - 21



TOTAL BUDGET

OVERVIEW

Description	Adopted	Modified	Proposed	Approved	Adopted	Change	% of	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%	Total
General Government	\$ 75,419,738	180,332,213	82,572,387	82,572,387	187,275,881	6,943,668	4%	13%
Public Safety & Justice	206,503,495	207,801,148	214,594,431	214,594,431	216,646,132	8,844,984	4%	15%
Land Use & Transportation	135,363,881	135,363,881	128,738,023	128,738,023	130,734,449	(4,629,432)	-3%	9%
Housing, Health & Human Services	221,371,913	229,077,582	245,949,723	245,949,723	251,305,263	22,227,681	10%	17%
Culture, Education & Recreation	61,681,932	61,854,204	64,813,085	64,813,085	64,813,085	2,958,881	5%	4%
Non-departmental	12,640,733	11,912,170	3,482,226	3,482,226	3,207,780	(8,704,390)	-73%	0%
subtotal	712,981,692	826,341,198	740,149,875	740,149,875	853,982,590	27,641,392	3%	58%
Capital	364,430,404	382,047,160	307,902,970	307,902,970	308,810,470	(73,236,690)	-19%	21%
Non-operating	329,108,528	331,572,868	318,071,899	318,071,899	320,058,753	(11,514,115)	-3%	22%
Totals	1,406,520,624	1,539,961,226	1,366,124,744	1,366,124,744	1,482,851,813	(57,109,413)	-4%	100%
General Fund	317,484,967	322,932,943	320,016,175	320,016,175	320,591,437	(2,341,506)	-1%	22%
Special Funds	1,089,035,657	1,217,028,283	1,046,108,569	1,046,108,569	1,162,260,376	(54,767,907)	-5%	78%
Totals	\$ 1,406,520,624	1,539,961,226	1,366,124,744	1,366,124,744	1,482,851,813	(57,109,413)	-4%	100%
General Fund	1,124.97	1,137.82	1,155.19	1,155.19	1,154.69	16.87	1%	51%
Special Funds	1,063.39	1,069.49	1,074.39	1,074.39	1,097.89	28.40	3%	49%
FTE's	2,188.36	2,207.31	2,229.58	2,229.58	2,252.58	45.27	2%	100%

TOTAL BUDGET

OVERVIEW

Description	Adopted	Modified	Proposed	Approved	Adopted	Change		% of
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%	Total
General Government	\$ 13,228,192	117,888,667	14,250,164	14,250,164	14,250,164	(103,638,503)	-88%	1%
Public Safety & Justice	102,552,740	103,850,393	105,802,850	105,802,850	106,383,445	2,533,052	2%	11%
Land Use & Transportation	82,119,336	82,229,507	81,733,481	81,733,481	81,733,481	(496,026)	-1%	8%
Housing, Health & Human Services	173,510,757	181,200,861	198,189,269	198,189,269	203,544,809	22,343,948	12%	21%
Culture, Education & Recreation	46,959,483	47,100,728	49,685,185	49,685,185	49,685,185	2,584,457	5%	5%
Non-departmental	100,000	100,000	-	-	-	(100,000)	-100%	0%
Capital	129,994,483	131,380,579	118,683,698	118,683,698	118,683,698	(12,696,881)	-10%	12%
Non-operating	397,241,558	397,241,558	408,674,879	408,674,879	408,674,879	11,433,321	3%	42%
Total Revenues	945,706,549	1,060,992,293	977,019,526	977,019,526	982,955,661	(78,036,632)	-7%	100%
General Government	75,419,738	180,332,213	82,572,387	82,572,387	187,275,881	6,943,668	4%	13%
Public Safety & Justice	206,503,495	207,801,148	214,594,431	214,594,431	216,646,132	8,844,984	4%	15%
Land Use & Transportation	135,363,881	135,363,881	128,738,023	128,738,023	130,734,449	(4,629,432)	-3%	9%
Housing, Health & Human Services	221,371,913	229,077,582	245,949,723	245,949,723	251,305,263	22,227,681	10%	17%
Culture, Education & Recreation	61,681,932	61,854,204	64,813,085	64,813,085	64,813,085	2,958,881	5%	4%
Non-departmental	12,640,733	11,912,170	3,482,226	3,482,226	3,207,780	(8,704,390)	-73%	0%
Capital	364,430,404	382,047,160	307,902,970	307,902,970	308,810,470	(73,236,690)	-19%	21%
Non-operating	329,108,528	331,572,868	318,071,899	318,071,899	320,058,753	(11,514,115)	-3%	22%
Total Expenditures	1,406,520,624	1,539,961,226	1,366,124,744	1,366,124,744	1,482,851,813	(57,109,413)	-4%	100%
Revenues under Expenditures	(460,814,075)	(478,968,933)	(389,105,218)	(389,105,218)	(499,896,152)	(20,927,219)	4%	
Beginning Fund Balances	460,814,075	478,968,933	389,105,218	389,105,218	499,896,152	20,927,219	4%	
Ending Fund Balances \$	-	-	-	-	-	-		

TOTAL BUDGET

OVERVIEW

Category Description	Adopted	Modified	Proposed	Approved	Adopted	Change		% of
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%	Total
Taxes	\$ 214,706,974	214,706,974	221,694,411	221,694,411	221,694,411	6,987,437	3%	23%
Licenses & Permits	13,501,299	13,501,299	13,653,241	13,653,241	13,653,241	151,942	1%	1%
Intergovernmental	265,055,222	371,572,775	273,247,217	273,247,217	278,554,997	(93,017,778)	-25%	28%
Charges for Services	145,394,592	148,696,172	144,032,866	144,032,866	144,032,866	(4,663,306)	-3%	15%
Fines & Forfeitures	3,078,800	3,078,800	2,899,997	2,899,997	2,899,997	(178,803)	-6%	0%
Interdepartmental	50,400,418	53,861,863	56,726,015	56,726,015	56,726,015	2,864,152	5%	6%
Miscellaneous	55,768,472	55,839,717	57,325,970	57,325,970	57,954,325	2,114,608	4%	6%
Operating Transfers In	197,800,772	199,734,693	207,439,809	207,439,809	207,439,809	7,705,116	4%	21%
Total Revenues	945,706,549	1,060,992,293	977,019,526	977,019,526	982,955,661	(78,036,632)	-7%	100%
Personnel Services	283,074,796	286,349,032	302,893,739	302,893,739	305,025,088	18,676,056	7%	21%
Materials & Services	496,741,830	505,990,213	425,236,893	425,236,893	428,446,494	(77,543,719)	-15%	29%
Other	108,728,957	149,023,876	126,203,700	126,203,700	171,171,955	22,148,079	15%	12%
Interdepartmental	49,817,444	115,540,677	54,025,674	54,025,674	117,362,021	1,821,344	2%	8%
Operating Transfers Out	207,416,146	209,983,895	216,035,435	216,035,435	216,110,435	6,126,540	3%	15%
Capital Outlay	127,977,832	144,799,886	110,512,423	110,512,423	113,416,007	(31,383,879)	-22%	8%
subtotal	1,273,757,005	1,411,687,579	1,234,907,864	1,234,907,864	1,351,532,000	(60,155,579)	-4%	91%
Contingency	132,763,619	128,273,647	131,216,880	131,216,880	131,319,813	3,046,166	2%	9%
Total Expenditures	1,406,520,624	1,539,961,226	1,366,124,744	1,366,124,744	1,482,851,813	(57,109,413)	-4%	100%
Revenues under Expenditures	(460,814,075)	(478,968,933)	(389,105,218)	(389,105,218)	(499,896,152)	(20,927,219)	4%	
Beginning Fund Balances	460,814,075	478,968,933	389,105,218	389,105,218	499,896,152	20,927,219	4%	
Ending Fund Balances \$	-	-	-	-	-	-		



General Fund



FISCAL YEAR
2020 - 21



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	Approved	Adopted	Change		% of
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%	Total
General Government	\$ 67,674,674	67,926,674	74,244,357	74,244,357	74,244,357	6,317,683	9%	23%
Public Safety & Justice	93,492,990	94,283,295	99,097,614	99,097,614	99,947,322	5,664,027	6%	31%
Land Use & Transportation	5,086,879	5,086,879	4,438,680	4,438,680	4,438,680	(648,199)	-13%	1%
Housing, Health & Human Services	31,484,382	35,977,447	34,910,220	34,910,220	34,910,220	(1,067,227)	-3%	11%
Culture, Education & Recreation	2,071,211	2,141,211	2,358,969	2,358,969	2,358,969	217,758	10%	1%
Non-departmental	12,640,733	11,912,170	3,482,226	3,482,226	3,207,780	(8,704,390)	-73%	1%
subtotal	212,450,869	217,327,676	218,532,066	218,532,066	219,107,328	1,779,652	1%	68%
Non-operating	105,034,098	105,605,267	101,484,109	101,484,109	101,484,109	(4,121,158)	-4%	32%
Totals \$	317,484,967	322,932,943	320,016,175	320,016,175	320,591,437	(2,341,506)	-1%	100%
FTE's	1,124.97	1,137.82	1,155.19	1,155.19	1,154.69	16.87	1%	

GENERAL FUND

OVERVIEW

Functional Area	Adopted	Modified	Proposed	Approved	Adopted	Change		% of
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%	Total
General Government	\$ 5,982,465	5,982,465	6,413,096	6,413,096	6,413,096	430,631	7%	2%
Public Safety & Justice	15,339,046	16,129,351	15,562,016	15,562,016	15,562,016	(567,335)	-4%	5%
Land Use & Transportation	3,612,378	3,722,549	3,166,591	3,166,591	3,166,591	(555,958)	-15%	1%
Housing, Health & Human Services	18,985,985	23,463,485	22,262,731	22,262,731	22,262,731	(1,200,754)	-5%	8%
Culture, Education & Recreation	1,071,725	1,141,725	1,226,164	1,226,164	1,226,164	84,439	7%	0%
Non-departmental	100,000	100,000	-	-	-	(100,000)	-100%	0%
Non-operating	226,838,280	226,838,280	237,527,952	237,527,952	237,527,952	10,689,672	5%	84%
Total Revenues	271,929,879	277,377,855	286,158,550	286,158,550	286,158,550	8,780,695	3%	100%
General Government	67,674,674	67,926,674	74,244,357	74,244,357	74,244,357	6,317,683	9%	23%
Public Safety & Justice	93,492,990	94,283,295	99,097,614	99,097,614	99,947,322	5,664,027	6%	31%
Land Use & Transportation	5,086,879	5,086,879	4,438,680	4,438,680	4,438,680	(648,199)	-13%	1%
Housing, Health & Human Services	31,484,382	35,977,447	34,910,220	34,910,220	34,910,220	(1,067,227)	-3%	11%
Culture, Education & Recreation	2,071,211	2,141,211	2,358,969	2,358,969	2,358,969	217,758	10%	1%
Non-departmental	12,640,733	11,912,170	3,482,226	3,482,226	3,207,780	(8,704,390)	-73%	1%
Non-operating	105,034,098	105,605,267	101,484,109	101,484,109	101,484,109	(4,121,158)	-4%	32%
Total Expenditures	317,484,967	322,932,943	320,016,175	320,016,175	320,591,437	(2,341,506)	-1%	100%
Revenues under Expenditures	(45,555,088)	(45,555,088)	(33,857,625)	(33,857,625)	(34,432,887)	11,122,201	-24%	
General Fund	33,939,500	33,939,500	22,242,037	22,242,037	22,817,299	(11,122,201)	-33%	66%
Revenue Stabilization	11,615,588	11,615,588	11,615,588	11,615,588	11,615,588	-	0%	34%
Beginning Fund Balance	45,555,088	45,555,088	33,857,625	33,857,625	34,432,887	(11,122,201)	-33%	100%
Ending Fund Balances \$	-	-	-	-	-	-		

GENERAL FUND

OVERVIEW

Category Description	Adopted	Modified	Proposed	Approved	Adopted	Change		% of
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%	Total
Taxes	\$ 159,124,645	159,124,645	164,963,381	164,963,381	164,963,381	5,838,736	4%	58%
Licenses & Permits	8,008,000	8,008,000	8,457,639	8,457,639	8,457,639	449,639	6%	3%
Intergovernmental	22,406,943	23,698,638	24,272,499	24,272,499	24,272,499	573,861	2%	8%
Charges for Services	10,947,620	11,481,040	13,565,000	13,565,000	13,565,000	2,083,960	18%	5%
Fines & Forfeitures	2,698,500	2,698,500	2,499,872	2,499,872	2,499,872	(198,628)	-7%	1%
Interdepartmental	8,481,107	11,993,797	8,388,328	8,388,328	8,388,328	(3,605,469)	-30%	3%
Miscellaneous	4,915,386	4,915,386	4,917,801	4,917,801	4,917,801	2,415	0%	2%
Operating Transfers In	55,347,678	55,457,849	59,094,030	59,094,030	59,094,030	3,636,181	7%	21%
Total Revenues	271,929,879	277,377,855	286,158,550	286,158,550	286,158,550	8,780,695	3%	100%
Personnel Services	148,726,184	149,845,486	161,083,054	161,083,054	161,019,816	11,174,330	7%	50%
Materials & Services	49,910,030	55,298,598	51,129,350	51,129,350	51,403,796	(3,894,802)	-7%	16%
Other	3,270,272	3,340,272	3,546,611	3,546,611	3,546,611	206,339	6%	1%
Interdepartmental	296,137	321,137	480,416	480,416	480,416	159,279	50%	0%
Operating Transfers Out	93,418,510	93,989,679	89,868,521	89,868,521	89,868,521	(4,121,158)	-4%	28%
Capital Outlay	1,302,200	1,304,700	389,937	389,937	1,028,437	(276,263)	-21%	0%
subtotal	296,923,333	304,099,872	306,497,889	306,497,889	307,347,597	3,247,725	1%	96%
Contingency	20,561,634	18,833,071	13,518,286	13,518,286	13,243,840	(5,589,231)	30%	4%
Total Expenditures	317,484,967	322,932,943	320,016,175	320,016,175	320,591,437	(2,341,506)	-1%	100%
Revenues under Expenditures	(45,555,088)	(45,555,088)	(33,857,625)	(33,857,625)	(34,432,887)	11,122,201	-24%	
Beginning Fund Balances	45,555,088	45,555,088	33,857,625	33,857,625	34,432,887	(11,122,201)	-24%	
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 Washington County Board of Commissioners; these revenues are primarily 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; 77% of the County's total budget is dedicated.

The Board adopted budget policy requires the County to maintain an ending fund balance that is at minimum 15% of net revenues with a goal of 20%. The net revenues exclude the amounts transferred to MSTIP and WCCLS 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, and cash flow needs prior to the annual property tax receipts in November. It is an important part of the County's financial strategy to 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:

Current fiscal year **2019-20** projections:

- 4.41% increase in assessed value
- 96.0% property tax collection rate
- 3.5% cost of living adjustment (COLA) using the CPI-W, West Coast (annual average) index
- Blended PERS rate of 23.10%
- 94.0% expenditure spending to meet the Board's policy to maintain a General Fund reserve that is a minimum of 15% of net revenues

Projections for the **2020-21** fiscal year:

- 4.5% increase in assessed value
- 96.0% property tax collection rate
- 2.6% COLA using the CPI-W, West Coast (annual average) index
- Blended PERS rate of 23.10%
- 94.0% expenditure spending to meet the Board's policy to maintain a General Fund reserve that is a minimum of 15% of net revenues

Projections for fiscal years **2021-22 through 2024-25**:

- 4% increase in assessed value for fiscal year 2021-22 and 2022-23; and 3.5% for FY 2023-24 and 2024-25
- 96.0% property tax collection rate
- 2.5% COLA using the CPI-W, West Coast (annual average) index
- Blended PERS rate of 26.66%
- 94.0% expenditure spending to meet the Board's policy to maintain a General Fund reserve that is a minimum of 15% of net revenues

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 \$.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 2019-20 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.

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.

Transfer from Fund 504 (Liability Fund). The General Fund contributed \$2 million dollars to the Liability Fund to stabilize the fund balance in fiscal year 2017-18. The Liability Fund allocates costs through the County Cost Allocation Plan (CAP). The CAP calculation includes a fund building component to reimburse the General Fund for the contribution.

DISCRETIONARY & DEPARTMENTAL REVENUE

OVERVIEW

Category Description	Adopted	Modified	Proposed	Approved	Adopted	Change		% of
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%	Total
Taxes	\$ 159,124,645	159,124,645	164,963,381	164,963,381	164,963,381	5,838,736	4%	58%
Licenses & Permits	2,116,300	2,116,300	2,006,000	2,006,000	2,006,000	(110,300)	-5%	1%
Intergovernmental	6,075,741	6,075,741	6,479,489	6,479,489	6,479,489	403,748	7%	2%
Charges for Services	3,000,000	3,000,000	3,819,925	3,819,925	3,819,925	819,925	27%	1%
Fines & Forfeitures	578,000	578,000	728,000	728,000	728,000	150,000	26%	0%
Miscellaneous	2,572,972	2,572,972	2,567,377	2,567,377	2,567,377	(5,595)	0%	1%
Operating Transfers In	53,370,622	53,370,622	56,963,780	56,963,780	56,963,780	3,593,158	7%	20%
subtotal - Other	67,713,635	67,713,635	72,564,571	72,564,571	72,564,571	4,850,936	7%	25%
Total Discretionary	226,838,280	226,838,280	237,527,952	237,527,952	237,527,952	10,689,672	5%	83%
Departmental Revenues	45,091,599	50,539,575	48,630,598	48,630,598	48,630,598	(1,908,977)	-4%	17%
Total General Fund Revenues	\$ 271,929,879	277,377,855	286,158,550	286,158,550	286,158,550	8,780,695	3%	100%

See page 40 for further detail.

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	Approved	Adopted	Change		% of
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%	Total
Current property tax	\$ 144,637,364	144,637,364	150,624,560	150,624,560	150,624,560	5,987,196	4%	91%
Delinquent property tax	1,499,152	1,499,152	1,506,246	1,506,246	1,506,246	7,094	0%	1%
subtotal - Property Taxes	146,136,516	146,136,516	152,130,806	152,130,806	152,130,806	5,994,290	4%	92%
Additional tax -current	1,216,484	1,216,484	1,206,000	1,206,000	1,206,000	(10,484)	-1%	1%
Other tax	100,000	100,000	125,000	125,000	125,000	25,000	25%	0%
Western Oregon STF Severance Tax	10,000	10,000	11,000	11,000	11,000	1,000	10%	0%
subtotal - Other Taxes	1,326,484	1,326,484	1,342,000	1,342,000	1,342,000	15,516	1%	1%
Transient lodgings tax	4,498,645	4,498,645	4,915,575	4,915,575	4,915,575	416,930	9%	3%
Real property transfer tax	7,163,000	7,163,000	6,575,000	6,575,000	6,575,000	(588,000)	-8%	4%
Total Tax Revenues	\$ 159,124,645	159,124,645	164,963,381	164,963,381	164,963,381	5,838,736	4%	100%

DISCRETIONARY REVENUE

OTHER

Description	Adopted	Modified	Proposed	Approved	Adopted	Change		% of
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%	Total
Liquor license	\$ 6,000	6,000	6,000	6,000	6,000	-	0%	0%
Cable television franchise fees	2,110,300	2,110,300	2,000,000	2,000,000	2,000,000	(110,300)	-5%	3%
subtotal - Licenses & Permits	2,116,300	2,116,300	2,006,000	2,006,000	2,006,000	(110,300)	-5%	3%
Liquor revenue	3,607,294	3,607,294	3,768,670	3,768,670	3,768,670	161,376	4%	5%
Oregon and California Land grant	128,251	128,251	128,251	128,251	128,251	-	0%	0%
Amusement devices	131,400	131,400	131,775	131,775	131,775	375	0%	0%
Cigarette tax	487,000	487,000	479,300	479,300	479,300	(7,700)	-2%	1%
Marijuana Tax	521,356	521,356	705,000	705,000	705,000	183,644	35%	1%
State Timber Receipt	1,140,440	1,140,440	1,205,993	1,205,993	1,205,993	65,553	6%	2%
Other	60,000	60,000	60,500	60,500	60,500	500	1%	0%
subtotal - Intergovernmental	6,075,741	6,075,741	6,479,489	6,479,489	6,479,489	403,748	7%	9%
Recording Division fees	3,000,000	3,000,000	3,819,925	3,819,925	3,819,925	819,925	27%	5%
subtotal - Charges for Services	3,000,000	3,000,000	3,819,925	3,819,925	3,819,925	819,925	27%	5%
Fines - Circuit Court	300,000	300,000	328,000	328,000	328,000	28,000	9%	0%
Court Surcharge	278,000	278,000	400,000	400,000	400,000	122,000	44%	1%
subtotal - Fines & Penalties	578,000	578,000	728,000	728,000	728,000	150,000	26%	1%
Interest Income	1,030,000	1,030,000	971,110	971,110	971,110	(58,890)	-6%	1%
Reimbursement of expenses (operating)	1,475,344	1,475,344	1,528,639	1,528,639	1,528,639	53,295	4%	2%
Other Miscellaneous	67,628	67,628	67,628	67,628	67,628	-	0%	0%
subtotal - Miscellaneous	2,572,972	2,572,972	2,567,377	2,567,377	2,567,377	(5,595)	0%	4%
Transfer from Indirect Cost Allocation Fund	16,870,622	16,870,622	19,596,080	19,596,080	19,596,080	2,725,458	16%	27%
Transfer from Strategic Investment Program	36,000,000	36,000,000	37,000,000	37,000,000	37,000,000	1,000,000	3%	51%
Other	500,000	500,000	367,700	367,700	367,700	(132,300)	-26%	1%
subtotal - Transfers In	53,370,622	53,370,622	56,963,780	56,963,780	56,963,780	3,593,158	7%	79%
Total Other Revenues \$	67,713,635	67,713,635	72,564,571	72,564,571	72,564,571	4,850,936	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	Approved	Adopted	Change		% of
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%	Total
General Government	\$ 75,419,738	180,332,213	82,572,387	82,572,387	187,275,881	6,943,668	4%	22%
Public Safety & Justice	206,503,495	207,801,148	214,594,431	214,594,431	216,646,132	8,844,984	4%	25%
Land Use & Transportation	135,363,881	135,363,881	128,738,023	128,738,023	130,734,449	(4,629,432)	-3%	15%
Housing, Health & Human Services	221,371,913	229,077,582	245,949,723	245,949,723	251,305,263	22,227,681	10%	29%
Culture, Education & Recreation	61,681,932	61,854,204	64,813,085	64,813,085	64,813,085	2,958,881	5%	8%
Non-departmental	12,640,733	11,912,170	3,482,226	3,482,226	3,207,780	(8,704,390)	-73%	-%
Totals	712,981,692	826,341,198	740,149,875	740,149,875	853,982,590	27,641,392	3%	100%
General Fund	212,450,869	217,327,676	218,532,066	218,532,066	219,107,328	1,779,652	1%	26%
Special Funds	500,530,823	609,013,522	521,617,809	521,617,809	634,875,262	25,861,740	4%	74%
Totals	\$ 712,981,692	826,341,198	740,149,875	740,149,875	853,982,590	27,641,392	3%	100%
General Fund	1,124.97	1,137.82	1,155.19	1,155.19	1,154.69	16.87	1%	51%
Special Funds	1,063.39	1,069.49	1,074.39	1,074.39	1,097.89	28.40	3%	49%
FTE's	2,188.36	2,207.31	2,229.58	2,229.58	2,252.58	45.27	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
- Equity, Inclusion and Community Engagement100-3110
- County Emergency Management100-3210
- Support Services Administration100-3510
- Finance100-3515
- Human Resources100-3520
- Information Technology Services100-3525
- Purchasing100-3530
- Facilities100-3535
- Risk Management100-3575
- COVID-19 CARES Act155-1645
- 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	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Board of Commissioners	\$ 536,693	536,693	621,257	621,257	621,257	84,564	16%
County Administrative Office	2,926,509	3,136,509	4,143,320	4,143,320	4,143,320	1,006,811	32%
County Counsel	2,890,346	2,932,346	3,057,363	3,057,363	3,057,363	125,017	4%
County Auditor	691,817	691,817	739,671	739,671	739,671	47,854	7%
Elections	2,532,635	2,532,635	2,697,492	2,697,492	2,697,492	164,857	7%
Assessment & Taxation	12,800,107	12,800,107	13,257,323	13,257,323	13,257,323	457,216	4%
Equity, Inclusion and Community Engagement	869,686	869,686	1,601,675	1,601,675	1,601,675	731,989	84%
subtotal - Direct Services	23,247,793	23,499,793	26,118,101	26,118,101	26,118,101	2,618,308	11%
County Emergency Management	1,096,702	1,096,702	1,316,944	1,316,944	1,316,944	220,242	20%
Support Services Administration	2,186,325	2,037,325	1,195,262	1,195,262	1,195,262	(842,063)	-41%
Finance	3,190,379	3,190,379	3,277,592	3,277,592	3,277,592	87,213	3%
Human Resources	3,994,623	3,994,623	4,069,847	4,069,847	4,069,847	75,224	2%
Information Technology Services	19,958,504	19,958,504	21,844,436	21,844,436	21,844,436	1,885,932	9%
Purchasing	626,249	626,249	728,114	728,114	728,114	101,865	16%
Facilities Management	13,374,099	13,523,099	14,726,470	14,726,470	14,726,470	1,203,371	9%
Risk Management	-	-	967,591	967,591	967,591	967,591	0%
COVID-19 CARES Act	-	104,660,475	-	-	104,660,475	-	0%
Fleet Services	5,684,728	5,684,728	6,121,846	6,121,846	6,183,287	498,559	9%
Central Services	2,060,336	2,060,336	2,206,184	2,206,184	2,187,762	127,426	6%
subtotal - Support Services	52,171,945	156,832,420	56,454,286	56,454,286	161,157,780	4,325,360	3%
Totals	75,419,738	180,332,213	82,572,387	82,572,387	187,275,881	6,943,668	4%
General Fund	67,674,674	67,926,674	74,244,357	74,244,357	74,244,357	6,317,683	9%
Special Funds	7,745,064	112,405,539	8,328,030	8,328,030	113,031,524	625,985	1%
Totals \$	75,419,738	180,332,213	82,572,387	82,572,387	187,275,881	6,943,668	4%
FTE's	397.25	398.85	407.35	407.35	430.35	31.50	8%

GENERAL GOVERNMENT

BUDGET OVERVIEW

Category Description	Adopted	Modified	Proposed	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Licenses & Permits	\$ 85,500	85,500	85,500	85,500	85,500	-	0%
Intergovernmental	2,153,692	106,814,167	2,260,659	2,260,659	2,260,659	(104,553,508)	-98%
Charges for Services	8,302,183	8,302,183	8,762,810	8,762,810	8,762,810	460,627	6%
Fines & Forfeitures	79,500	79,500	69,500	69,500	69,500	(10,000)	-13%
Interdepartmental	1,076,662	1,076,662	1,285,624	1,285,624	1,285,624	208,962	19%
Miscellaneous	713,044	713,044	907,164	907,164	907,164	194,120	27%
Operating Transfers In	817,611	817,611	878,907	878,907	878,907	61,296	7%
Total Revenues	13,228,192	117,888,667	14,250,164	14,250,164	14,250,164	(103,638,503)	-88%
Personnel Services	51,431,942	51,683,942	55,821,783	55,821,783	57,886,477	6,202,535	12%
Materials & Services	22,075,564	22,075,564	24,869,057	24,869,057	24,869,057	2,793,493	13%
Other	148,569	39,809,044	142,069	142,069	39,802,544	(6,500)	0%
Interdepartmental	672,706	65,672,706	803,633	803,633	63,800,380	(1,872,326)	-3%
Capital Outlay	487,000	487,000	275,437	275,437	275,437	(211,563)	-43%
subtotal	74,815,781	179,728,256	81,911,979	81,911,979	186,633,895	6,905,639	4%
Contingency	603,957	603,957	660,408	660,408	641,986	38,029	6%
Total Expenditures	75,419,738	180,332,213	82,572,387	82,572,387	187,275,881	6,943,668	4%
Revenues under expenditures	(62,191,546)	(62,443,546)	(68,322,223)	(68,322,223)	(173,025,717)	(110,582,171)	177%
General Fund Subsidy	61,692,209	61,944,209	67,831,261	67,831,261	67,831,261	5,887,052	10%
Special Funds Beginning Balances	499,337	499,337	490,962	490,962	105,194,456	104,695,119	20,967%
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	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Legislation and Policy	\$ 536,693	536,693	621,257	621,257	621,257	84,564	16%
Total	536,693	536,693	621,257	621,257	621,257	84,564	16%
by category							
Personnel Services	500,267	500,267	561,832	561,832	561,832	61,565	12%
Materials & Services	35,926	35,926	58,925	58,925	58,925	22,999	64%
Interdepartmental	500	500	500	500	500	-	0%
Total Expenditures	536,693	536,693	621,257	621,257	621,257	84,564	16%
General Fund Subsidy	536,693	536,693	621,257	621,257	621,257	84,564	16%
FTE's	5.00	5.00	5.00	5.00	5.00	-	0%

Budget Analysis:

Expenditures increase \$84,564 (16%). General Fund subsidy increases \$84,564 (16%).

By County Charter, the salary of the Commissioners is linked to the salary of a Circuit Court Judge as established by the Oregon Legislature. The salary of the Board Chair is 80% of the salary of a Circuit Court Judge and the salary of District Commissioners is 40% of the salary of the Board Chair. The estimated salary for the Board Chair and District Commissioners is \$118,000 and \$47,000, respectively. Personnel Services increase primarily due to increases in salaries, retirement costs and health benefits.

Materials & Services increase primarily due to increased support for retreat facilitation and regular meeting interpretation/translation services.

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 (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 and working cooperatively with other jurisdictions.
3. **Economic Development (100-151020)**: Collaborates with city partners, businesses, community representatives and others on strategic initiatives intended to maintain Washington County's economic competitiveness and sense of place. The County is committed to providing economic opportunity (jobs, education, training, business development, and urban redevelopment) for its residents, especially traditionally marginalized communities. The program benefits the entire county, placing a particular focus on its smaller cities and urban unincorporated areas.
4. **Communications (100-151025)**: Includes internal and external outreach activities intended to support Board and County Administrative Office communications priorities and initiatives. Services include distributing traditional and social media content, developing and publishing web content, designing and printing hard copy materials, planning and coordinating outreach events and maintaining standards for graphics and logo usage.

Program Description	Adopted	Modified	Proposed	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
County Administration	\$ 2,135,442	2,135,442	2,499,539	2,499,539	2,499,539	364,097	17%
Intergovernmental Relations	791,067	1,001,067	720,832	720,832	720,832	(280,235)	-28%
Economic Development	-	-	386,568	386,568	386,568	386,568	0%
Communications	-	-	536,381	536,381	536,381	536,381	0%
Total	2,926,509	3,136,509	4,143,320	4,143,320	4,143,320	1,006,811	32%
by category							
Charges for Services	45,000	45,000	36,000	36,000	36,000	(9,000)	-20%
Interdepartmental	-	-	10,000	10,000	10,000	10,000	0%
Operating Transfers In	327,611	327,611	528,907	528,907	528,907	201,296	61%
Total Revenues	372,611	372,611	574,907	574,907	574,907	202,296	54%
Personnel Services	2,834,948	3,044,948	3,637,152	3,637,152	3,637,152	592,204	19%
Materials & Services	91,561	91,561	505,668	505,668	505,668	414,107	452%
Other	-	-	500	500	500	500	0%
Total Expenditures	2,926,509	3,136,509	4,143,320	4,143,320	4,143,320	1,006,811	32%
General Fund Subsidy	2,553,898	2,763,898	3,568,413	3,568,413	3,568,413	804,515	29%
FTE's	16.00	17.00	20.00	20.00	20.00	3.00	18%

Budget Analysis:

Revenues increase \$202,296 (54%). Expenditures increase \$1,006,811 (32%). General Fund subsidy increases \$804,515 (29%).

New this year is the addition of a program for Economic Development activities. Communications also has a new program, which allows communications costs previously housed in several locations (including the Intergovernmental Relations program line) to be consolidated in one place.

Revenue grows primarily due to an increase of \$200,000 (61%) from the Video Lottery organization unit (156-1625) to support economic development activities. Expenditures increase primarily due to the addition of two new staff positions, both starting January 2021, and associated program costs. A third new FTE represents the consolidation of an existing FTE and associated program costs from another organizational unit into the Communications program. Details by program area are described below.

County Administration:

Personnel Services increase \$338,482 (16%) due primarily to the addition of a 1.00 FTE Staff Assistant to the Board scheduled to start January 2021, and other position adjustments designed to meet the evolving support needs of the Board of Commissioners and County Administrative Office. In addition, some staff costs in this program were previously supported by Video Lottery funds which have been re-directed to new Economic Development program activities.

Intergovernmental Relations:

Costs decrease \$280,235 (28%) due in part to the transfer of communications costs to a new program. This is offset by increases to Professional Services for the transfer of the federal government relations contract (\$90,000) that had been housed in the Non-Departmental organization unit (100-1620).

Economic Development:

Supported by revenue transferred from the Video Lottery organization unit (156-1625), the new Economic Development program totals \$386,568 and includes Personnel Services costs of \$141,271 for a 1.00 FTE Economic Development Manager starting in January 2021. Materials & Services includes Professional Services costs of \$230,497 to support various economic development studies, special projects, and consultant services, including continuation of the current consultant management contract for six months until the new Manager is hired.

Communications:

This new program includes expenses consolidated from several places in order to reflect the current approach to budget the communications function in the County Administrative Office. Two staff and associated costs were transferred from the Intergovernmental Relations program in this organization unit. A 1.00 FTE Graphics Designer and associated expenses were transferred from the Support Services Administration organizational unit (100-3510) in order to consolidate all communications activities in one program. This represents a mostly status quo budget with some new expenses to support State of the County and town hall activities.

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.

- 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	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Legal Services	\$ 2,890,346	2,932,346	3,057,363	3,057,363	3,057,363	125,017	4%
Total	2,890,346	2,932,346	3,057,363	3,057,363	3,057,363	125,017	4%
by category							
Intergovernmental	1,792	1,792	3,859	3,859	3,859	2,067	115%
Charges for Services	120	120	120	120	120	-	0%
Miscellaneous	334	334	334	334	334	-	0%
Total Revenues	2,246	2,246	4,313	4,313	4,313	2,067	92%
Personnel Services	2,743,255	2,785,255	2,937,232	2,937,232	2,937,232	151,977	5%
Materials & Services	140,199	140,199	113,239	113,239	113,239	(26,960)	-19%
Other	5,069	5,069	5,069	5,069	5,069	-	0%
Interdepartmental	1,823	1,823	1,823	1,823	1,823	-	0%
Total Expenditures	2,890,346	2,932,346	3,057,363	3,057,363	3,057,363	125,017	4%
General Fund Subsidy	2,888,100	2,930,100	3,053,050	3,053,050	3,053,050	122,950	4%
FTE's	15.00	15.00	15.00	15.00	15.00	-	0%

Budget Analysis:

Revenues increase \$2,067 (92%). Expenditures increase \$125,017 (4%). General Fund subsidy increases \$122,950 (4%).

Personnel Services increase primarily due to 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 auditing activities undertaken by the County Auditor.

Program Description	Adopted	Modified	Proposed	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Internal Audit	\$ 691,817	691,817	739,671	739,671	739,671	47,854	7%
Total	691,817	691,817	739,671	739,671	739,671	47,854	7%
by category							
Personnel Services	597,513	597,513	645,001	645,001	645,001	47,488	8%
Materials & Services	94,304	94,304	94,670	94,670	94,670	366	0%
Total Expenditures	691,817	691,817	739,671	739,671	739,671	47,854	7%
General Fund Subsidy	691,817	691,817	739,671	739,671	739,671	47,854	7%
FTE's	4.00	4.00	4.00	4.00	4.00	-	0%

Budget Analysis:

Expenditures increase \$47,854 (7%). General Fund subsidy increases \$47,854 (7%).

This represents a status quo budget with Personnel Services increasing due to salaries, retirement costs and health benefits. Materials & Services costs remain flat.

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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	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Election Services	\$ 2,532,635	2,532,635	2,697,492	2,697,492	2,697,492	164,857	7%
Total	2,532,635	2,532,635	2,697,492	2,697,492	2,697,492	164,857	7%
by category							
Charges for Services	632,648	632,648	669,440	669,440	669,440	36,792	6%
Miscellaneous	45,990	45,990	52,560	52,560	52,560	6,570	14%
Total Revenues	678,638	678,638	722,000	722,000	722,000	43,362	6%
Personnel Services	1,065,946	1,065,946	1,123,995	1,123,995	1,123,995	58,049	5%
Materials & Services	1,445,189	1,445,189	1,552,897	1,552,897	1,552,897	107,708	7%
Capital Outlay	21,500	21,500	20,600	20,600	20,600	(900)	-4%
Total Expenditures	2,532,635	2,532,635	2,697,492	2,697,492	2,697,492	164,857	7%
General Fund Subsidy	1,853,997	1,853,997	1,975,492	1,975,492	1,975,492	121,495	7%
FTE's	10.00	10.00	10.00	10.00	10.00	-	0%

Budget Analysis:

Revenues increase \$43,362 (6%). Expenditures increase \$164,857 (7%). General Fund subsidy increases \$121,495 (7%).

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

Personnel Services increase primarily due to salaries, retirement costs, health benefits, and overtime to meet the demands of the November Presidential and May Special District elections. Materials & Services expenditures increase primarily due to continued growth in registered voters and related expenses (e.g. equipment maintenance, 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 and 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 Oregon State law such as the veterans' exemption, property tax relief and senior citizens' deferral.

Assessment & Taxation 100-3020

Budget Detail

Program Description	Adopted	Modified	Proposed	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Tax Collection	\$ 1,147,916	1,147,916	1,207,241	1,207,241	1,207,241	59,325	5%
Appraisal	6,611,820	6,611,820	6,725,930	6,725,930	6,725,930	114,110	2%
Cartography & Records	2,972,264	2,972,264	3,140,321	3,140,321	3,140,321	168,057	6%
Tax Roll & Administration	2,068,107	2,068,107	2,183,831	2,183,831	2,183,831	115,724	6%
Total	12,800,107	12,800,107	13,257,323	13,257,323	13,257,323	457,216	4%
by category							
Licenses & Permits	85,500	85,500	85,500	85,500	85,500	-	0%
Intergovernmental	1,943,400	1,943,400	2,051,800	2,051,800	2,051,800	108,400	6%
Charges for Services	633,200	633,200	637,500	637,500	637,500	4,300	1%
Fines & Forfeitures	75,500	75,500	65,500	65,500	65,500	(10,000)	-13%
Miscellaneous	9,500	9,500	17,500	17,500	17,500	8,000	84%
Total Revenues	2,747,100	2,747,100	2,857,800	2,857,800	2,857,800	110,700	4%
Personnel Services	12,041,840	12,041,840	12,455,050	12,455,050	12,455,050	413,210	3%
Materials & Services	754,267	754,267	790,273	790,273	790,273	36,006	5%
Other	4,000	4,000	4,000	4,000	4,000	-	0%
Capital Outlay	-	-	8,000	8,000	8,000	8,000	0%
Total Expenditures	12,800,107	12,800,107	13,257,323	13,257,323	13,257,323	457,216	4%
General Fund Subsidy	10,053,007	10,053,007	10,399,523	10,399,523	10,399,523	346,516	3%
FTE's	108.50	108.50	107.00	107.00	107.00	(1.50)	-1%

Budget Analysis:

Revenues increase \$110,700 (4%). Expenditures increase \$457,216 (4%). General Fund subsidy increases \$346,516 (3%).

Revenues increase due primarily to growth in state funding for the OrMap project (\$112,800) together with smaller increases to various other revenue sources (Public Records fee \$300, Special Assessments \$4,000, Clerks Recording \$8,000). These are offset by anticipated decreases in fines and penalties (\$10,000) and the end of the Emergency Management Plan Grant (\$4,400).

Personnel Services increase due primarily to salaries, retirement costs, health benefits, various reclassifications and are offset by reductions in variable hour and seasonal temporary costs. Materials and Services increase due primarily to the \$16,600 expense for new lockbox services for in-house check processing of tax payments.

Capital Outlay costs increase for equipment that is offset by revenue from the Clerk's Recording Fund.

This organization unit provides leadership to ensure the County is more equitable and inclusive by fostering, supporting and strengthening equity and inclusion in the County's programs. It supports the volunteer-led activities of the geographic-based Community Participation Organization (CPO) program, the Committee for Community Involvement, organization-wide departmental efforts for comprehensive community engagement and collaboration with community partners to foster pathways to participation in civic engagement for communities of color and historically underrepresented groups.

1. **Diversity, Equity and Inclusion (100-311003)**: Fosters, supports and strengthens equity and inclusion in the County's programs, practices and policies and provides leadership to make Washington County more equitable and inclusive to all marginalized groups. New in fiscal year 2020-21, this program will also include centralized activities related to Title VI compliance and Diversity, Equity and Inclusion (DEI) training support across the organization.
2. **Community Engagement (100-311005)**: Provides programs and resources to enhance inclusive community engagement efforts conducted by all County departments.
3. **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	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Diversity, Equity and Inclusion	\$ -	-	684,258	684,258	684,258	684,258	0%
Community Engagement	424,477	424,477	459,258	459,258	459,258	34,781	8%
Community Participation Organization	445,209	445,209	458,159	458,159	458,159	12,950	3%
Total	869,686	869,686	1,601,675	1,601,675	1,601,675	731,989	84%
by category							
Operating Transfers In	350,000	350,000	350,000	350,000	350,000	-	0%
Total Revenues	350,000	350,000	350,000	350,000	350,000	-	0%
Personnel Services	658,412	658,412	1,253,896	1,253,896	1,253,896	595,484	90%
Materials & Services	211,274	211,274	347,779	347,779	347,779	136,505	65%
Total Expenditures	869,686	869,686	1,601,675	1,601,675	1,601,675	731,989	84%
General Fund Subsidy	519,686	519,686	1,251,675	1,251,675	1,251,675	731,989	141%
FTE's	6.00	6.00	11.00	11.00	11.00	5.00	83%

Budget Analysis:

Expenditures increase \$731,989 (84%). General Fund subsidy increases \$731,989 (141%).

Revenue for this organization unit is a combination of General Fund subsidy (\$1,398,997) and Lottery funds that support the CPO Program (\$350,000). Expenditures increase to \$1.6 million with the addition of 5.00 new FTE and associated program expenses in support of the newly created and merged Office of Equity, Inclusion and Community Engagement. Personnel Services increase by almost \$600,000 (90%) with the addition of 5.00 FTE, bringing total staff for this organization unit to 11.00 FTE. Materials and Services grow by \$136,505 (65%) to almost \$350,000. Details by program area are described below.

Diversity, Equity and Inclusion:

New investments will expand capacity and allow for the creation of an Office of Equity, Inclusion and Community Engagement. This will support DEI efforts across the organization. New DEI-related expenditures are an estimated \$684,258 and include the following:

- 1) The addition of 5.00 FTE (\$530,145) to address equity priorities including a Chief Equity and Inclusion Officer (full year), Research and Evaluation Analyst (October start date), Program Manager (January start date), and two Senior Program Coordinators (January start dates).
- 2) Professional Services for the DEI program (\$118,000) that includes increased support for the Limited English Accessibility Plan (LEAP), staff training, and an organizational assessment in preparation for development of a 5-year strategic plan for organization-wide DEI strategy implementation.

Community Engagement:

Personnel Services increased \$40,035 (14%) and are off-set by reductions in Materials & Services with the transfer of some costs to the new DEI program. Professional Services costs include continued support for two annual cohorts of the Civic Leader Program in partnership with Adelante Mujeres, and consultant support for social media and digital engagement tools. The County and Clean Water Services (CWS) elected to end the contract with Westside Voices (\$15,000). Support for community-based organizations through sponsorships increased \$15,000.

Community Participation Organization:

CPO Program expenditures decreased \$12,950 (14%) mostly due to continued reduction in printing costs as the program relies more on digital communication. Support for CPO special projects (\$2,500), marketing (\$10,000), and DEI activities such as training and translation (\$7,000) remain the same as in the previous year.

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

1. **County Emergency Management (100-321005):** This program develops 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	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
County Emergency Management	\$ 1,096,702	1,096,702	1,316,944	1,316,944	1,316,944	220,242	20%
Total	1,096,702	1,096,702	1,316,944	1,316,944	1,316,944	220,242	20%
by category							
Intergovernmental	205,000	205,000	205,000	205,000	205,000	-	0%
Miscellaneous	137,000	137,000	325,709	325,709	325,709	188,709	138%
Total Revenues	342,000	342,000	530,709	530,709	530,709	188,709	55%
Personnel Services	826,101	826,101	863,653	863,653	863,653	37,552	5%
Materials & Services	270,001	270,001	420,141	420,141	420,141	150,140	56%
Interdepartmental	600	600	33,150	33,150	33,150	32,550	5,425%
Total Expenditures	1,096,702	1,096,702	1,316,944	1,316,944	1,316,944	220,242	20%
General Fund Subsidy	754,702	754,702	786,235	786,235	786,235	31,533	4%
FTE's	6.00	6.00	6.00	6.00	6.00	-	0%

Budget Analysis:

Revenues increase \$188,709 (55%). Expenditures increase \$220,242 (20%). General Fund subsidy increases \$31,533 (4%).

Revenues and expenditures increase primarily due to additional external funding expected for Hazard Mitigation Planning and other emergency preparedness projects. Personnel Services increase due to salaries, retirement costs and health benefits.

The Emergency Management Cooperative (EMC) continues its collaborative work with its member agencies including Washington County, Clean Water Services, Tualatin Valley Fire and Rescue (TVF&R) and the cities of Beaverton, Cornelius, Forest Grove, Hillsboro, Sherwood, Tigard, Tualatin, and North Plains. Key work priorities for fiscal year 2020-21 include: 1) recovery planning; 2) community points of dispensing planning; 3) alert and warning planning; 4) emergency information management system development; and 5) citizen preparedness.

County Emergency Management will continue to lead and support the work of the EMC while managing other County-specific efforts. County work priorities include: 1) Support Services department operations center (DOC) development; 2) emergency operations center (EOC) staff development; 3) continuity of operations planning; 4) hazard mitigation planning; and 5) support to Sheriff's Office and Department of Health and Human Services emergency management efforts.

Support Services Administration 100-3510

Budget Detail

The Department of Support Services provides quality and cost-effective services that uphold the public trust and assist Washington 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, Risk Services, Fleet Services and Central Services. Support Services Administration includes the following three programs:

1. **Support Services Administration (100-351005)**: Provides administrative support to division managers; assists in the development, planning and implementation of department goals and objectives; recommends and administers policies & procedures.
2. **Sustainability (100-351010)**: Guides sustainable best practices within the organization; conducts training, engagement activities, data analysis and project implementation.
3. **Risk Services (100-351015)**: Manages the County's insurance programs for liability/casualty, property, and workers compensation; oversees the County's safety programs. This program will close June 30, 2020 and all activities move to Risk Management (100-357505) effective July 1, 2020.

Program Description	Adopted	Modified	Proposed	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Support Services Administration	\$ 587,027	587,027	798,061	798,061	798,061	211,034	36%
Sustainability	388,964	388,964	397,201	397,201	397,201	8,237	2%
Risk Services	1,210,334	1,061,334	-	-	-	(1,061,334)	-100%
Total	2,186,325	2,037,325	1,195,262	1,195,262	1,195,262	(842,063)	-41%
by category							
Intergovernmental	3,500	3,500	-	-	-	(3,500)	-100%
Interdepartmental	10,000	10,000	-	-	-	(10,000)	-100%
Miscellaneous	49,420	49,420	50,293	50,293	50,293	873	2%
Total Revenues	62,920	62,920	50,293	50,293	50,293	(12,627)	-20%
Personnel Services	1,740,335	1,740,335	1,026,478	1,026,478	1,026,478	(713,857)	-41%
Materials & Services	444,190	295,190	168,784	168,784	168,784	(126,406)	-43%
Interdepartmental	1,800	1,800	-	-	-	(1,800)	-100%
Total Expenditures	2,186,325	2,037,325	1,195,262	1,195,262	1,195,262	(842,063)	-41%
General Fund Subsidy	2,123,405	1,974,405	1,144,969	1,144,969	1,144,969	(829,436)	-42%
FTE's	13.00	13.00	7.00	7.00	7.00	(6.00)	-46%

Budget Analysis:

Revenues decrease \$12,627 (20%). Expenditures decrease \$842,063 (41%). General Fund subsidy decreases \$829,436 (42%).

The large expenditure decreases are primarily due to reorganization activities. All Risk Services costs and its 6.00 FTE are now in their own new Organizational Unit "Risk Management" (100-3575), and all graphics arts and its 1.00 FTE are now in the new "Communications" program (100-151025) within the County Administrative Office. The expenditure decreases are partially offset by some cost increases including the addition of a Director of Support Services position, and an effort to consolidate certain Material & Services costs in this organizational unit for the entire Department.

Personnel Services decrease is a net decrease due primarily to the impacts of: 1) the reorganization activities described above which shifts a total of 7.00 FTE out of Support Services Administration, 2) the addition of 1.00 FTE Director of Support Services position which is a continuation of the Support Services Administration development efforts begun in fiscal year 2019-20, and 3) increase of existing position costs due to salaries, retirement costs, and health benefits.

Materials & Services decrease \$126,406 (43%) is a net decrease resulting primarily from: 1) removing the Risk Services program and graphic arts related expenditures due to reorganization activities, 2) the reallocation of various supplies and internal mail and printing costs from Human Resources (100-3520), Risk Management (100-3575), and Finance (100-3515) to this organizational unit to consolidate spending for these expense types for these Divisions, 3) additions to training and travel related expenditures to bring those budget expenditures in line with what is anticipated, and 4) a slight decrease in the Sustainability Program's expenditures.

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 and financial forecasting; develops the cost allocation plan; 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; 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	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Finance	\$ 3,190,379	3,190,379	3,277,592	3,277,592	3,277,592	87,213	3%
Total	3,190,379	3,190,379	3,277,592	3,277,592	3,277,592	87,213	3%
by category							
Charges for Services	-	-	500	500	500	500	0%
Fines & Forfeitures	4,000	4,000	4,000	4,000	4,000	-	0%
Interdepartmental	-	-	27,500	27,500	27,500	27,500	0%
Miscellaneous	197,500	197,500	183,500	183,500	183,500	(14,000)	-7%
Total Revenues	201,500	201,500	215,500	215,500	215,500	14,000	7%
Personnel Services	2,483,463	2,483,463	2,633,944	2,633,944	2,633,944	150,481	6%
Materials & Services	569,916	569,916	516,648	516,648	516,648	(53,268)	-9%
Other	137,000	137,000	127,000	127,000	127,000	(10,000)	-7%
Total Expenditures	3,190,379	3,190,379	3,277,592	3,277,592	3,277,592	87,213	3%
General Fund Subsidy	2,988,879	2,988,879	3,062,092	3,062,092	3,062,092	73,213	2%
FTE's	18.00	18.00	18.00	18.00	18.00	-	0%

Budget Analysis:

Revenues increase \$14,000 (7%). Expenditures increase \$87,213 (3%). General Fund subsidy increases \$73,213 (2%).

Revenues increase due to an increase in the County's Purchasing Card rebate program.

Personal Services increase due to salaries, retirement costs and health benefits, and an interim assignment for the Chief Financial Officer (CFO) to serve as the Director of Support Services in addition to regular duties which results in higher class pay.

Materials & Services decrease is a combination of increases and decreases. Increases are adjustments over several line-items, including professional services, supplies, and postage and freight. Decreases include the elimination of various office expenses due to consolidation of internal costs to the Support Services Administration organization unit.

Other Expenditures decrease due to lower anticipated costs in banking fees and cash handling carrier services.

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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; employee relations; 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	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Human Resources	\$ 3,994,623	3,994,623	4,069,847	4,069,847	4,069,847	75,224	2%
Total	3,994,623	3,994,623	4,069,847	4,069,847	4,069,847	75,224	2%
by category							
Personnel Services	3,499,924	3,499,924	3,563,131	3,563,131	3,563,131	63,207	2%
Materials & Services	494,699	494,699	506,716	506,716	506,716	12,017	2%
Total Expenditures	3,994,623	3,994,623	4,069,847	4,069,847	4,069,847	75,224	2%
General Fund Subsidy	3,994,623	3,994,623	4,069,847	4,069,847	4,069,847	75,224	2%
FTE's	26.00	26.00	26.00	26.00	26.00	-	0%

Budget Analysis:

Expenditures increase \$75,224 (2%). General Fund subsidy increases \$75,224 (2%).

Personnel Services increase due to salaries, retirement costs and health benefits which is partially offset by position reclassifications which resulted in lower costs.

Materials & Services increase due to a combination of increase to existing professional services contracts and various line item decreases for efficiency initiatives.

Information Technology Services manages the technology environment and business applications.

1. **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.
2. **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, and engineering and geographic information (mapping) related systems and services.
3. **ITS Maintenance Application Support** (100-352520): This program accounts for the cost of primary business applications for County departments.
4. **ITS Maintenance Technical Services** (100-352525): This program accounts for the cost of all client configurations, network, server, and security infrastructure.
5. **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 services, project management, security, and compliance.

Information Technology Services 100-3525

Budget Detail

Program Description	Adopted	Modified	Proposed	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
ITS Operations	\$ 12,824,253	12,824,253	13,848,542	13,848,542	13,848,542	1,024,289	8%
ITS Maintenance Advanced Technology	1,230,819	1,230,819	1,348,944	1,348,944	1,348,944	118,125	10%
ITS Maintenance Application Support	2,433,259	2,433,259	2,510,627	2,510,627	2,510,627	77,368	3%
ITS Maintenance Technical Services	3,210,738	3,210,738	3,834,873	3,834,873	3,834,873	624,135	19%
ITS Maintenance Office of the Chief Information Officer (CIO)	259,435	259,435	301,450	301,450	301,450	42,015	16%
Total	19,958,504	19,958,504	21,844,436	21,844,436	21,844,436	1,885,932	9%
by category							
Interdepartmental	970,000	970,000	990,124	990,124	990,124	20,124	2%
Operating Transfers In	140,000	140,000	-	-	-	(140,000)	-100%
Total Revenues	1,110,000	1,110,000	990,124	990,124	990,124	(119,876)	-11%
Personnel Services	12,651,084	12,651,084	13,657,917	13,657,917	13,657,917	1,006,833	8%
Materials & Services	7,252,420	7,252,420	8,181,519	8,181,519	8,181,519	929,099	13%
Capital Outlay	55,000	55,000	5,000	5,000	5,000	(50,000)	-91%
Total Expenditures	19,958,504	19,958,504	21,844,436	21,844,436	21,844,436	1,885,932	9%
General Fund Subsidy	18,848,504	18,848,504	20,854,312	20,854,312	20,854,312	2,005,808	11%
FTE's	83.75	83.75	85.75	85.75	85.75	2.00	2%

Budget Analysis:

Revenues decrease \$119,876 (11%). Expenditures increase \$1,885,932 (9%). General Fund subsidy increases \$2,005,808 (11%).

Personnel Services increase primarily due to the addition of 2.00 FTE Information Technology Business Analysts, salaries, retirement and health benefits. One of the two new positions will provide enhanced support to Assessment & Taxation resulting from the implementation of the new tax replacement system. The other new position will provide support to the County's overall cyber security monitoring and detection efforts. The cyber security monitoring and detection support was provided by contracted professionals prior to fiscal year 2020-21.

Materials & Services increase primarily due to the ongoing maintenance costs such as licensing fees and professional services to support a variety of new software implemented in the County. This also includes annual cost increases for existing software applications. These costs increase an average of 5% per year.

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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) fair and equitable contracting practices; 2) current solicitation opportunities such as requests for quotes, invitations to bid and requests for proposals; 3) training department staff; 4) reviewing contracts and administering purchasing/contracting policies and procedures; 5) 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	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Purchasing Services	\$ 625,749	625,749	727,614	727,614	727,614	101,865	16%
Personal Property Disposition	500	500	500	500	500	-	0%
Total	626,249	626,249	728,114	728,114	728,114	101,865	16%
by category							
Miscellaneous	8,000	8,000	8,000	8,000	8,000	-	0%
Total Revenues	8,000	8,000	8,000	8,000	8,000	-	0%
Personnel Services	588,748	588,748	646,739	646,739	646,739	57,991	10%
Materials & Services	37,251	37,251	81,125	81,125	81,125	43,874	118%
Other	250	250	250	250	250	-	0%
Total Expenditures	626,249	626,249	728,114	728,114	728,114	101,865	16%
General Fund Subsidy	618,249	618,249	720,114	720,114	720,114	101,865	16%
FTE's	5.00	5.00	5.00	5.00	5.00	-	0%

Budget Analysis:

Expenditures increase \$101,865 (16%). General Fund subsidy increases \$101,865 (16%).

Personal Services increase primarily due to increases in salaries, retirement costs and health benefits.

Materials & Services increase primarily due to an increase of \$42,000 for participation in the regional Clean Air Consortium. The Consortium (which includes Washington County) is working to reduce diesel matter particulate levels in the Portland metro area which are currently over State benchmarks, and developing phased-in standards for lower emissions at publicly funded construction projects.

The Facilities Division provides operation, maintenance and repair of County-owned and leased facilities and properties (approximately 1.7 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 and properties.
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	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Facilities Maintenance	\$ 6,394,327	6,543,327	7,443,238	7,443,238	7,443,238	899,911	14%
Facilities Operations	6,918,322	6,918,322	7,221,782	7,221,782	7,221,782	303,460	4%
Real Property Maintenance	61,450	61,450	61,450	61,450	61,450	-	0%
Total	13,374,099	13,523,099	14,726,470	14,726,470	14,726,470	1,203,371	9%
by category							
Interdepartmental	10,000	10,000	8,000	8,000	8,000	(2,000)	-20%
Miscellaneous	97,450	97,450	101,450	101,450	101,450	4,000	4%
Total Revenues	107,450	107,450	109,450	109,450	109,450	2,000	2%
Personnel Services	6,335,732	6,335,732	6,701,247	6,701,247	6,701,247	365,515	6%
Materials & Services	6,794,317	6,943,317	7,891,836	7,891,836	7,891,836	948,519	14%
Other	2,250	2,250	5,250	5,250	5,250	3,000	133%
Interdepartmental	1,300	1,300	1,300	1,300	1,300	-	0%
Capital Outlay	240,500	240,500	126,837	126,837	126,837	(113,663)	-47%
Total Expenditures	13,374,099	13,523,099	14,726,470	14,726,470	14,726,470	1,203,371	9%
General Fund Subsidy	13,266,649	13,415,649	14,617,020	14,617,020	14,617,020	1,201,371	9%
FTE's	53.00	53.60	53.60	53.60	53.60	-	0%

Budget Analysis:

Revenues increase \$2,000 (2%). Expenditures increase \$1,203,371 (9%). General Fund subsidy increases \$1,201,371 (9%).

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

Materials & Services increase due to the addition of the Community Correction Center into the maintenance portfolio, increase in the furniture program to accommodate ergonomic furniture needs, and a variety of inflation increases to existing contracted services. These increased costs are partially offset by internal revenues from special funds that increase the revenue in 222-3595 Indirect Cost Reimbursement and then transfer back to the General Fund.

The Risk Management Division of the Department of Support Services is responsible for management of the County's insurance programs for liability/casualty, property and workers' compensation insurance funds. This division also oversees the County's safety programs.

1. **Risk Management (100-357505):** Provides staff and other resources to manages the County's insurance programs for liability/casualty, property, workers compensation insurance funds and oversees the County's safety programs.

Program Description	Adopted	Modified	Proposed	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Risk Management	\$ -	-	967,591	967,591	967,591	967,591	-%
Total	-	-	967,591	967,591	967,591	967,591	-%
by category							
Total Revenues	-	-	-	-	-	-	-%
Personnel Services	-	-	946,704	946,704	946,704	946,704	-%
Materials & Services	-	-	18,887	18,887	18,887	18,887	-%
Interdepartmental	-	-	2,000	2,000	2,000	2,000	-%
Total Expenditures	-	-	967,591	967,591	967,591	967,591	-%
General Fund Subsidy	-	-	967,591	967,591	967,591	967,591	-%
FTE's	-	-	6.00	6.00	6.00	6.00	-%

Budget Analysis:

In fiscal year 2020-21, the Risk Services program moves out of 100-3515 Support Services Administration and is established as a new organization unit titled Risk Management. The creation of this new organization unit is a continuation of the reorganization of Support Services Administration (100-3510), a process that began in fiscal year 2019-20 to better position the organization for administration of the Department of Support Services.

Compared to the prior Risk Services program under 100-3510, Personnel Services increased \$89,763 (10%) primarily due to increases related to salaries, retirement costs and health benefits for existing positions, and an interim assignment for the Risk Manager to serve as the Assistant Director of Support Services in addition to regular duties which results in higher class pay.

Compared to the prior Risk Services program under 100-3510, Materials & Services decreased \$183,706 (91%) primarily due to moving the ergonomic furniture program to 100-3535 Facilities and Parks Services.

COVID-19 CARES Act 155-1645

Budget Detail

This Organization is responsible for tracking the County Funds received directly from the COVID-19 CARES Act in April 2020. These funds are restricted for use by the CARES Act and must be expended by December 31, 2020.

1. **COVID-19 CARES Act-Operating (155-164505):** This program is intended to cover County related expenditures authorized by the COVID-19 Cares Act. Grant funding is tracked in Program 155-164510.
2. **COVID-19 CARES Act-Special Programs (155-164510):** This program will track all expenditures for special programs authorized by the COVID-19 Cares Act. It is intended for use with payments to meet community related needs such as grants.

Program Description	Adopted	Modified	Proposed	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
COVID-19 CARES Act-Operating	\$ -	65,000,000	-	-	65,000,000	-	-%
COVID-19 CARES Act-Special Programs	-	39,660,475	-	-	39,660,475	-	-%
Total	\$ -	104,660,475	-	-	104,660,475	-	-%
by category							
Intergovernmental	-	104,660,475	-	-	-	(104,660,475)	-100%
Total Revenues	-	104,660,475	-	-	-	(104,660,475)	-100%
Personnel Services	-	-	-	-	2,064,694	2,064,694	0%
Other	-	39,660,475	-	-	39,660,475	-	0%
Interdepartmental	-	65,000,000	-	-	62,935,306	(2,064,694)	-3%
subtotal	-	104,660,475	-	-	104,660,475	-	-%
Contingency	-	-	-	-	-	-	0%
Total Expenditures	-	104,660,475	-	-	104,660,475	-	-%
Revenues under Expenditures	-	-	-	-	(104,660,475)	(104,660,475)	-%
Beginning Fund Balance	-	-	-	-	104,660,475	104,660,475	-%
Ending Fund Balance	-	-	-	-	-	-	-
FTE's	-	-	-	-	23.00	23.00	0%

Budget Analysis:

Revenues decrease \$104,660,475 (100%).

Adopted Budget:

The Board of Commissioners approved adding this Fund and Program in May 2020. They also approved the supplemental budget for fiscal year 2020-21, after budget committee approval, due to the receipt of the COVID 19 CARES Act funding from the Federal Government. Expenditures and Beginning Fund Balance are increased \$104,660,475. The Board also approved the addition of 23.00 FTE new positions for emergency response. All funds are budgeted for this fiscal year to provide the most flexibility since we cannot identify the actual costs that may be charged to FY 2019-20.

Fleet Services 500-3540

Budget Detail

Fleet Services is responsible for the procurement of safe, dependable, and cost-effective vehicles and equipment, and the management and maintenance of 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, upfitting 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	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Fleet Services	\$ 5,684,728	5,684,728	6,121,846	6,121,846	6,183,287	498,559	9%
Total	5,684,728	5,684,728	6,121,846	6,121,846	6,183,287	498,559	9%
by category							
Charges for Services	5,255,550	5,255,550	5,595,950	5,595,950	5,595,950	340,400	6%
Interdepartmental	86,662	86,662	250,000	250,000	250,000	163,338	188%
Miscellaneous	7,850	7,850	8,350	8,350	8,350	500	6%
Total Revenues	5,350,062	5,350,062	5,854,300	5,854,300	5,854,300	504,238	9%
Personnel Services	2,276,958	2,276,958	2,488,428	2,488,428	2,488,428	211,470	9%
Materials & Services	2,536,024	2,536,024	2,692,507	2,692,507	2,692,507	156,483	6%
Interdepartmental	441,260	441,260	485,787	485,787	547,228	105,968	24%
subtotal	5,254,242	5,254,242	5,666,722	5,666,722	5,728,163	473,921	9%
Contingency	430,486	430,486	455,124	455,124	455,124	24,638	6%
Total Expenditures	5,684,728	5,684,728	6,121,846	6,121,846	6,183,287	498,559	9%
Revenues under Expenditures	(334,666)	(334,666)	(267,546)	(267,546)	(328,987)	5,679	-2%
Beginning Fund Balance	334,666	334,666	267,546	267,546	328,987	(5,679)	-2%
Ending Fund Balance	-	-	-	-	-	-	
FTE's	21.00	21.00	21.00	21.00	21.00	-	0%

Budget Analysis:

Revenues increase \$504,238 (9%). Expenditures, excluding Contingency, increase \$412,480 (8%). Contingency increases \$24,638 (6%). Beginning fund balance decreases \$67,120 (20%).

Fleet Services is funded by fees charged to departments and other agencies. Rates are established to provide sufficient funding for services and to maintain an adequate fund balance. Revenues increase due to increased overhead fees, shop rates, and markups to recover the increased costs of operations.

Personnel Services increase primarily due to salaries, retirement costs, health benefits, as well as an increase in represented employee's salaries as a result of a new labor agreement.

Materials & Services costs increase due to changes over multiple accounts. The most significant increases are recognized for fuel which increased \$106,710 (9%) and Other Professional Services added new budgeted expenditures of \$33,250 for GPS vehicle monitoring services. All other requested expenditures continue at current service levels.

Interfund expenditures increase is due to an increase in the County Cost Allocation Plan.

Contingency represents resources available to address any unforeseen expenditures.

Adopted Budget:

The Board of Commissioners increased the beginning fund balance and appropriations \$61,441 as a carry forward for an Information Technology Services project for implementation of the new Fleet Management System that will not be completed before June 30, 2020.

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	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Central Services Contingency	\$ 173,471	173,471	205,284	205,284	186,862	13,391	8%
Mail Messenger	1,188,175	1,188,175	1,275,308	1,275,308	1,275,308	87,133	7%
Printing and Copiers	698,690	698,690	725,592	725,592	725,592	26,902	4%
Total	2,060,336	2,060,336	2,206,184	2,206,184	2,187,762	127,426	6%
by category							
Charges for Services	1,735,665	1,735,665	1,823,300	1,823,300	1,823,300	87,635	5%
Miscellaneous	160,000	160,000	159,468	159,468	159,468	(532)	0%
Total Revenues	1,895,665	1,895,665	1,982,768	1,982,768	1,982,768	87,103	5%
Personnel Services	587,416	587,416	679,384	679,384	679,384	91,968	16%
Materials & Services	904,026	904,026	927,443	927,443	927,443	23,417	3%
Interdepartmental	225,423	225,423	279,073	279,073	279,073	53,650	24%
Capital Outlay	170,000	170,000	115,000	115,000	115,000	(55,000)	-32%
subtotal	1,886,865	1,886,865	2,000,900	2,000,900	2,000,900	114,035	6%
Contingency	173,471	173,471	205,284	205,284	186,862	13,391	8%
Total Expenditures	2,060,336	2,060,336	2,206,184	2,206,184	2,187,762	127,426	6%
Revenues under expenditures	(164,671)	(164,671)	(223,416)	(223,416)	(204,994)	(40,323)	24%
Beginning Fund Balance	164,671	164,671	223,416	223,416	204,994	40,323	24%
Ending Fund Balance	-	-	-	-	-	-	
FTE's	7.00	7.00	7.00	7.00	7.00	-	0%

Budget Analysis:

Revenues increase \$87,103 (5%). Expenditures, excluding Contingency, increase \$114,035 (6%). Contingency increases \$31,813 (18%). Beginning fund balance increases \$58,745 (36%).

Revenues increase is primarily due to a Mail Messenger fee increase for fiscal year 2020-21 to recover the cost of operations.

Personnel Services increase is primarily due to a prior year unfunded position that is currently funded and filled.

Materials & Services increase is due to a combination of increased costs for supplies and equipment rentals, and a decrease in projected costs for repair and maintenance.

The Interdepartmental cost increase is due to an increase in the County Cost Allocation Plan.

Contingency represent resources available for unforeseeable expenditures and future equipment replacements.

Adopted Budget:

The Board of Commissioners decreased expenditures \$18,422 which is the net of additional beginning fund balance and a reduction of contingency to allow for the carry forward of a vehicle that will not be received prior to June 30, 2020.

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Public Safety & Justice

Sheriff's Office Administration	100-4010
Law Enforcement	100-4020
Jail	100-4030
Jail Health Care	100-4035
District Attorney	100-4510
Juvenile	100-5010
Juvenile Administration	100-5030
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	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
LOL Administration	\$ 16,239,731	16,239,731	15,674,761	15,674,761	15,674,761	(564,970)	-3%
 subtotal - Administration	16,239,731	16,239,731	15,674,761	15,674,761	15,674,761	(564,970)	-3%
Sheriff's Office Administration	6,215,105	6,215,105	6,507,981	6,507,981	6,573,481	358,376	6%
Law Enforcement	26,020,563	26,553,983	27,788,931	27,788,931	28,361,655	1,807,672	7%
Jail	30,620,760	30,620,760	31,746,645	31,746,645	31,958,129	1,337,369	4%
Jail Health Care	5,643,258	5,643,258	6,017,919	6,017,919	6,017,919	374,661	7%
District Patrol	30,040,855	30,040,855	32,905,492	32,905,492	33,486,087	3,445,232	11%
Sheriff's Contract Services	1,345,255	1,345,255	560,000	560,000	560,000	(785,255)	-58%
Court Security	1,279,141	1,279,141	1,460,919	1,460,919	1,460,919	181,778	14%
Grants & Donations	2,224,412	2,224,412	1,703,918	1,703,918	1,703,918	(520,494)	-23%
Jail Commissary	1,206,812	1,206,812	1,241,001	1,241,001	1,241,001	34,189	3%
LOL Sheriff's Administration	2,368,447	2,368,447	3,005,448	3,005,448	3,125,128	756,681	32%
LOL Law Enforcement	13,504,447	13,504,447	14,515,469	14,515,469	14,753,187	1,248,740	9%
LOL Jail	3,489,065	3,489,065	3,289,979	3,289,979	3,553,979	64,914	2%
Civil Forfeitures	560,567	560,567	291,294	291,294	291,294	(269,273)	-48%
 subtotal - Sherriff's Office	124,518,687	125,052,107	131,034,996	131,034,996	133,086,697	8,034,590	6%
District Attorney	14,624,418	14,881,303	15,915,686	15,915,686	15,915,686	1,034,383	7%
LOL District Attorney	3,892,157	3,892,157	4,057,983	4,057,983	4,057,983	165,826	4%
 subtotal - District Attorney	18,516,575	18,773,460	19,973,669	19,973,669	19,973,669	1,200,209	6%
Juvenile	7,828,921	7,828,921	8,017,963	8,017,963	8,017,963	189,042	2%
Juvenile Administration	1,628,510	1,628,510	1,919,617	1,919,617	1,919,617	291,107	18%
Juvenile Grants	939,730	939,730	859,282	859,282	859,282	(80,448)	-9%
Juvenile Conciliation Services	733,239	733,239	580,826	580,826	580,826	(152,413)	-21%
Juvenile High Risk Prevention Funds	3,029,945	3,029,945	3,187,726	3,187,726	3,187,726	157,781	5%
LOL Juvenile	1,811,049	1,811,049	1,853,624	1,853,624	1,853,624	42,575	2%
 subtotal - Juvenile	15,971,394	15,971,394	16,419,038	16,419,038	16,419,038	447,644	3%
Community Corrections	23,970,436	24,477,784	23,747,011	23,747,011	23,747,011	(730,773)	-3%
LOL Community Corrections	5,111,406	5,111,406	5,412,007	5,412,007	5,412,007	300,601	6%
 subtotal - Community Corrections	29,081,842	29,589,190	29,159,018	29,159,018	29,159,018	(430,172)	-1%
Justice Court	911,455	911,455	1,182,872	1,182,872	1,182,872	271,417	30%
Law Library	1,263,811	1,263,811	1,150,077	1,150,077	1,150,077	(113,734)	-9%
 subtotal - Other	2,175,266	2,175,266	2,332,949	2,332,949	2,332,949	157,683	7%
Totals	206,503,495	207,801,148	214,594,431	214,594,431	216,646,132	8,844,984	4%
General Fund	93,492,990	94,283,295	99,097,614	99,097,614	99,947,322	5,664,027	6%
Special Funds	113,010,505	113,517,853	115,496,817	115,496,817	116,698,810	3,180,957	3%
Totals \$	206,503,495	207,801,148	214,594,431	214,594,431	216,646,132	8,844,984	4%
FTE's	983.50	991.75	993.20	993.20	993.20	1.45	0%

PUBLIC SAFETY & JUSTICE

BUDGET OVERVIEW

Category Description	Adopted	Modified	Proposed	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Taxes	\$ 27,295,805	27,295,805	28,882,412	28,882,412	28,882,412	1,586,607	6%
Licenses & Permits	736,200	736,200	741,200	741,200	741,200	5,000	1%
Intergovernmental	26,191,832	26,569,656	24,840,091	24,840,091	24,840,091	(1,729,565)	-7%
Charges for Services	5,699,023	6,232,443	5,424,978	5,424,978	5,424,978	(807,465)	-13%
Fines & Forfeitures	2,380,000	2,380,000	2,052,372	2,052,372	2,052,372	(327,628)	-14%
Interdepartmental	4,869,417	4,869,417	4,438,168	4,438,168	4,438,168	(431,249)	-9%
Miscellaneous	32,773,983	32,773,983	35,027,125	35,027,125	35,607,720	2,833,737	9%
Operating Transfers In	2,606,480	2,992,889	4,396,504	4,396,504	4,396,504	1,403,615	47%
Total Revenues	102,552,740	103,850,393	105,802,850	105,802,850	106,383,445	2,533,052	2%
Personnel Services	135,476,164	136,629,875	143,675,987	143,675,987	143,742,642	7,112,767	5%
Materials & Services	28,579,452	28,770,660	28,822,752	28,822,752	29,347,198	576,538	2%
Other	3,834,406	3,984,406	3,383,493	3,383,493	3,383,493	(600,913)	-15%
Interdepartmental	18,557,138	18,609,872	19,261,854	19,261,854	19,601,454	991,582	5%
Operating Transfers Out	33,000	419,409	100,000	100,000	100,000	(319,409)	-76%
Capital Outlay	2,470,300	2,470,300	2,403,900	2,403,900	3,524,900	1,054,600	43%
subtotal	188,950,460	190,884,522	197,647,986	197,647,986	199,699,687	8,815,165	5%
Contingency	17,553,035	16,916,626	16,946,445	16,946,445	16,946,445	29,819	0%
Total Expenditures	206,503,495	207,801,148	214,594,431	214,594,431	216,646,132	8,844,984	4%
Revenues under expenditures	(103,950,755)	(103,950,755)	(108,791,581)	(108,791,581)	(110,262,687)	(6,311,932)	6%
General Fund Subsidy	78,153,944	78,153,944	83,535,598	83,535,598	84,385,306	6,231,362	8%
Special Funds Beginning Balances	25,796,811	25,796,811	25,255,983	25,255,983	25,877,381	80,570	0%
Ending Fund Balances \$	-	-	-	-	-	-	

This organization unit provides executive direction and support for the entire Sheriff's Office operation 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; coordinates recruitment, testing and the hiring of employees.

Sheriff's Office Administration 100-4010

Budget Detail

Program Description	Adopted	Modified	Proposed	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Sheriff's Office Executive Administration	\$ 1,679,241	1,679,241	1,765,853	1,765,853	1,831,353	152,112	9%
Business Support Services	1,402,353	1,402,353	1,398,582	1,398,582	1,398,582	(3,771)	0%
Training	1,779,464	1,779,464	1,790,587	1,790,587	1,790,587	11,123	1%
Law Enforcement Technology	584,782	584,782	730,581	730,581	730,581	145,799	25%
Professional Standards	769,265	769,265	822,378	822,378	822,378	53,113	7%
Total	6,215,105	6,215,105	6,507,981	6,507,981	6,573,481	358,376	6%
by category							
Charges for Services	-	-	1,000	1,000	1,000	1,000	0%
Interdepartmental	42,463	42,463	37,010	37,010	37,010	(5,453)	-13%
Miscellaneous	442,903	442,903	400,012	400,012	400,012	(42,891)	-10%
Total Revenues	485,366	485,366	438,022	438,022	438,022	(47,344)	-10%
Personnel Services	5,198,491	5,198,491	5,560,271	5,560,271	5,560,271	361,780	7%
Materials & Services	841,385	841,385	847,204	847,204	847,204	5,819	1%
Other	34,517	34,517	29,994	29,994	29,994	(4,523)	-13%
Interdepartmental	31,512	31,512	31,512	31,512	31,512	-	0%
Capital Outlay	109,200	109,200	39,000	39,000	104,500	(4,700)	-4%
Total Expenditures	6,215,105	6,215,105	6,507,981	6,507,981	6,573,481	358,376	6%
General Fund Subsidy \$	5,729,739	5,729,739	6,069,959	6,069,959	6,135,459	405,720	7%
FTE's	33.75	34.00	35.00	35.00	35.00	1.00	3%

Budget Analysis:

Revenues decrease \$47,344 (10%). Expenditures increase \$292,876 (5%). General Fund subsidy increases \$340,220 (6%).

Revenues decrease due to the net of a \$10,000 increase in Professional Standards for Attorney Mag Cards and a \$51,341 (12%) decrease of overhead charged to TriMet with the expiration of the contract. In addition, there is a slight decrease of \$5,453 (13%) in the Public Safety Community Corrections support reimbursement due to staff salary savings.

Personnel Services increase primarily due to salaries, retirement costs and health benefits. A 1.00 FTE Management Analyst II position was moved into Law Enforcement Technology from Patrol.

Materials & Services increase due to fleet operations and maintenance costs related to realignment of executive staff and training vehicles; increases were offset by decreases (\$73,977) across other materials and supply line items including general supplies, ammunition, small tools, and professional services.

Adopted Budget:

The Board of Commissioners increased expenditures \$65,500 for a position reclassification that was completed after the budget was submitted.

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This organizational unit provides Sheriff's Office (SO) support for the following service programs which are supported by either the General Fund or special fee-based revenues:

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): Communicates and promotes the values and mission of the agency with its various stakeholders. Responsible for all media relations and strategic communication. Represents the Sheriff's Office at various community events, groups and organizations. Regularly assesses the agency's communications needs and provides community based public safety education through a variety of communication channels. The unit works closely with patrol deputies to address neighborhood livability issues, nuisance properties and provides citizens aged 65 and older with 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	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Patrol Operations	\$ 12,579,791	13,113,211	13,755,829	13,755,829	14,163,352	1,050,141	8%
Investigations	7,096,730	7,096,730	7,419,405	7,419,405	7,486,905	390,175	5%
Records	1,955,919	1,955,919	2,033,433	2,033,433	2,033,433	77,514	4%
Public Affairs	1,037,243	1,037,243	1,000,030	1,000,030	1,040,882	3,639	0%
Civil	1,387,558	1,387,558	1,440,396	1,440,396	1,462,896	75,338	5%
Permits	501,166	501,166	514,441	514,441	514,441	13,275	3%
Forensics	460,275	460,275	540,212	540,212	547,712	87,437	19%
Evidence	491,455	491,455	466,627	466,627	534,992	43,537	9%
Sheriff's Office Services Administration	510,426	510,426	618,558	618,558	577,042	66,616	13%
Total	26,020,563	26,553,983	27,788,931	27,788,931	28,361,655	1,807,672	7%
by category							
Licenses & Permits	700,000	700,000	710,000	710,000	710,000	10,000	1%
Intergovernmental	150,432	150,432	147,182	147,182	147,182	(3,250)	-2%
Charges for Services	3,228,077	3,761,497	3,659,511	3,659,511	3,659,511	(101,986)	-3%
Interdepartmental	189,980	189,980	201,768	201,768	201,768	11,788	6%
Miscellaneous	290,400	290,400	334,036	334,036	334,036	43,636	15%
Total Revenues	4,558,889	5,092,309	5,052,497	5,052,497	5,052,497	(39,812)	-1%
Personnel Services	22,006,242	22,457,559	23,894,563	23,894,563	23,825,341	1,367,782	6%
Materials & Services	2,582,296	2,664,399	2,803,112	2,803,112	3,077,558	413,159	16%
Other	826,525	826,525	925,756	925,756	925,756	99,231	12%
Capital Outlay	605,500	605,500	165,500	165,500	533,000	(72,500)	-12%
Total Expenditures	26,020,563	26,553,983	27,788,931	27,788,931	28,361,655	1,807,672	7%
General Fund Subsidy \$	21,461,674	21,461,674	22,736,434	22,736,434	23,309,158	1,847,484	9%
FTE's	153.40	155.40	154.90	154.90	154.40	(1.00)	-1%

Budget Analysis:

Revenues decrease \$39,812 (1%). Expenditures increase \$1,234,948 (5%). General Fund subsidy increases \$1,274,760 (6%).

Revenues decrease due in large part to foreclosure service fees (\$70,000) which continue to decline. Some fluctuation in permit and fingerprinting fees offset by an increased reimbursement for Motor Carrier Officer staff costs related to personnel increases.

Personnel Services increase due primarily to salaries, retirement costs and health benefits. This budget maintains staff at current levels less 1.00 FTE Management Analyst II that moved to Law Enforcement Technology (100-4010).

Changes to staff include: reclassification of an Information Systems Analyst I to an Information Systems Analyst II and as a result of more properly aligning functions in the Civil Unit, reclassification of a Civil Unit Supervisor to a Civil Unit Manager and an Administrative Specialist II to a Civil Unit Supervisor.

Materials & Services increase as a net of an increase of \$233,732 (20%) in Fleet operations and maintenance costs offset by decreases in general supplies \$32,500 (28%), Advertising & Public Notices \$23,500 (23%) and decreases across the remaining Materials & Services line items including combined savings of \$39,002 in internal costs for office supplies, postage, photocopy and printing services.

Capital Outlay decreases as a result of fewer vehicle additions.

Adopted Budget:

The Board of Commissioners increased expenditures \$572,724 for capital and vehicle projects that will not be completed by June 30, 2020, body worn cameras, position reclassifications and FTE movement between organizational units that happened after the budget was submitted. The Board approved the reduction of 0.50 FTE in this Organizational unit.

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; provides for the transportation of prisoners to and from court as well as other correctional facilities; provides court security services; coordinates the work-in-lieu of jail and electronic home monitoring programs.

Program Description	Adopted	Modified	Proposed	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Jail Administration	\$ 1,455,038	1,455,038	1,457,070	1,457,070	1,463,054	8,016	1%
Jail Housing / Security	17,470,535	17,470,535	17,926,678	17,926,678	18,109,678	639,143	4%
Jail Intake and Release	11,695,187	11,695,187	12,362,897	12,362,897	12,385,397	690,210	6%
Total	30,620,760	30,620,760	31,746,645	31,746,645	31,958,129	1,337,369	4%
by category							
Intergovernmental	320,000	320,000	320,000	320,000	320,000	-	0%
Charges for Services	33,000	33,000	34,000	34,000	34,000	1,000	3%
Interdepartmental	4,144,294	4,144,294	3,711,530	3,711,530	3,711,530	(432,764)	-10%
Miscellaneous	90,200	90,200	95,200	95,200	95,200	5,000	6%
Total Revenues	4,587,494	4,587,494	4,160,730	4,160,730	4,160,730	(426,764)	-9%
Personnel Services	27,381,962	27,381,962	29,202,325	29,202,325	29,208,309	1,826,347	7%
Materials & Services	2,944,798	2,944,798	2,497,320	2,497,320	2,497,320	(447,478)	-15%
Other	39,000	39,000	39,000	39,000	39,000	-	0%
Interdepartmental	32,500	32,500	8,000	8,000	8,000	(24,500)	-75%
Capital Outlay	222,500	222,500	-	-	205,500	(17,000)	-8%
Total Expenditures	30,620,760	30,620,760	31,746,645	31,746,645	31,958,129	1,337,369	4%
General Fund Subsidy \$	26,033,266	26,033,266	27,585,915	27,585,915	27,797,399	1,764,133	7%
FTE's	198.75	198.75	198.75	198.75	198.75	-	0%

Budget Analysis:

Revenues decrease \$426,764 (9%). Expenditures increase \$1,125,885 (4%). General Fund subsidy increases \$1,552,649 (6%).

Revenues decrease due primarily to revenues from the Department of Corrections allocation of SB1145 funding offset by an increase in Justice Reinvestment Act funds from Community Corrections allocations.

Personnel Services increase due to salaries, retirement costs, and health benefits which maintain current staffing levels.

Materials & Services decrease due primarily to reductions across multiple line items including contract services, general supplies, uniforms, small tools, and repair and maintenance services. Fleet operations and maintenance costs increase \$79,796 (328%).

Capital Outlay decreases as a result of fewer vehicle additions and removing contingency funds for emergency replacement of Jail Kitchen / Laundry equipment.

Adopted Budget:

The Board of Commissioners increased expenditures \$211,484 to carry forward capital projects and the Jail Management System project that will not be completed by June 30, 2020.

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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. Moved from Org Unit 100-7020 in fiscal year 2019-20.

1. **Jail Health Care New** (100-403505): Provides financial activities in support of Jail Health Care.

Program Description	Adopted	Modified	Proposed	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Jail Health Care New	\$ 5,643,258	5,643,258	6,017,919	6,017,919	6,017,919	374,661	7%
Total	5,643,258	5,643,258	6,017,919	6,017,919	6,017,919	374,661	7%
by category							
Miscellaneous	106,500	106,500	6,500	6,500	6,500	(100,000)	-94%
Total Revenues	106,500	106,500	6,500	6,500	6,500	(100,000)	-94%
Personnel Services	6,932	6,932	6,495	6,495	6,495	(437)	-6%
Materials & Services	5,636,326	5,636,326	6,011,424	6,011,424	6,011,424	375,098	7%
Total Expenditures	5,643,258	5,643,258	6,017,919	6,017,919	6,017,919	374,661	7%
General Fund Subsidy \$	5,536,758	5,536,758	6,011,419	6,011,419	6,011,419	474,661	9%

Budget Analysis:

Revenues decrease \$100,000 (94%). Expenditures increase \$374,661 (7%). General Fund subsidy increases \$474,661 (9%).

Revenues decrease due to a change in the structure of the Jail Health Care contract. There will no longer be revenue as a reimbursement of expense.

Personnel Services decrease primarily due to reducing hours for a temporary position. This position is responsible for medical file audits to ensure quality care.

Materials & Services increase due to an anticipated increase in the Jail Health Care contract. A new Jail Health Care contract was awarded in February 2020 and contract negotiations are in progress.

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 arrest warrants, reviews search warrant materials, 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 a variety of multi-agency teams including Major Crimes Team (MCT), Crash Analysis and Reconstruction Team (CART), Child Abuse Multidisciplinary Team (MDT) as well as other after-hours assistance. The DA is also responsible for criminal law 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; public outreach and awareness efforts; and informing crime victims of their constitutional rights and working to protect them.

1. **Child Support Enforcement (100-451005):** This program establishes, modifies and enforces child support judgments, including: interviewing witnesses, examining support payment records, preparing necessary legal documents, attending child support court hearings and 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, including the processing of all probation revocations and extraditions and working with the Attorney General's Office on criminal appeals. This program also prosecutes all juvenile crime in the County, provides guidance on criminal law issues 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. Specialty programs supported by the DA's Office include drug court, Family Sentencing Alternative Program (FSAP), Integrated Re-Entry Intensive Supervision and Services (IRISS) program, mental health court, veterans treatment court, Domestic Violence Deferred Sentencing (DVDS), Early Case Resolution (ECR) and Diversion Early Case Resolution (D-ECR), and Driving Under the Influence of Intoxicants (DUII) diversion court.
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 works to protect them as well. The DA's office 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. This program also works in conjunction with other community partners who provide services to crime victims including the Family Justice Center (FJC), the Sexual Assault Resource Center (SARC), Safety Compass and various legal aid organizations.
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	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Child Support Enforcement	\$ 1,548,331	1,548,331	1,731,346	1,731,346	1,731,346	183,015	12%
Criminal Prosecution Services	11,249,608	11,249,608	11,753,703	11,753,703	11,753,703	504,095	4%
Victim Assistance	1,208,040	1,424,025	1,537,283	1,537,283	1,537,283	113,258	8%
Child Abuse Multi. Intervention (Cami)	618,439	659,339	893,354	893,354	893,354	234,015	35%
Total	14,624,418	14,881,303	15,915,686	15,915,686	15,915,686	1,034,383	7%
by category							
Intergovernmental	2,867,417	3,124,302	3,576,635	3,576,635	3,576,635	452,333	14%
Charges for Services	254,700	254,700	300,900	300,900	300,900	46,200	18%
Interdepartmental	162,597	162,597	173,118	173,118	173,118	10,521	6%
Miscellaneous	90,500	90,500	4,000	4,000	4,000	(86,500)	-96%
Total Revenues	3,375,214	3,632,099	4,054,653	4,054,653	4,054,653	422,554	12%
Personnel Services	13,334,660	13,550,645	14,239,983	14,239,983	14,239,983	689,338	5%
Materials & Services	1,284,758	1,325,658	1,631,703	1,631,703	1,631,703	306,045	23%
Other	5,000	5,000	5,000	5,000	5,000	-	0%
Interdepartmental	-	-	39,000	39,000	39,000	39,000	0%
Total Expenditures	14,624,418	14,881,303	15,915,686	15,915,686	15,915,686	1,034,383	7%
General Fund Subsidy \$	11,249,204	11,249,204	11,861,033	11,861,033	11,861,033	611,829	5%
FTE's	97.00	101.00	100.50	100.50	100.50	(0.50)	0%

Budget Analysis:

Revenues increase \$422,554 (12%). Expenditures increase \$1,034,383 (7%). General Fund subsidy increases \$611,829 (5%).

Revenues increase due primarily to additional allocations from the State for the Child Abuse Multidisciplinary Intervention (CAMI) and Victims of Crime Act (VOCA) grants.

Personnel Services increase due to position reclassifications, salaries, retirement costs and health benefits. Staffing levels decrease by the net addition of 2.00 FTE Victim Assistance Specialists, 1.00 FTE Restitution Specialist and a 0.50 FTE Legal Specialist II added mid-year in fiscal year 2019-20 in the Victim Assistance Program to provide enhanced victim services through the two-year 2019-21 VOCA grant award off-set by the movement 0.50 FTE to the Local Option Levy.

Materials & Services increase for supplies and services authorized through grant awards, for the anticipated cost of transcribing grand jury recordings, and for the anticipated cost of Juvenile Measure 11 remand assessments.

The Juvenile Department has the responsibility to assure that any youth 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 youth 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 youth brought before the juvenile court; represents the interests of the youth when the case is heard in the juvenile court; furnishes information and assistance as the court requires and takes charge of any youth 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.

Juvenile 100-5010

Budget Detail

Program Description	Adopted	Modified	Proposed	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Basic Services	\$ 2,812,461	2,812,461	2,849,606	2,849,606	2,849,606	37,145	1%
Shelter Care	1,994,420	1,994,420	2,125,365	2,125,365	2,125,365	130,945	7%
Secure Detention	2,798,712	2,798,712	2,861,225	2,861,225	2,861,225	62,513	2%
Home Detention	223,328	223,328	181,767	181,767	181,767	(41,561)	-19%
Total	7,828,921	7,828,921	8,017,963	8,017,963	8,017,963	189,042	2%
by category							
Intergovernmental	15,000	15,000	12,000	12,000	12,000	(3,000)	-20%
Total Revenues	15,000	15,000	12,000	12,000	12,000	(3,000)	-20%
Personnel Services	5,051,867	5,051,867	5,217,145	5,217,145	5,217,145	165,278	3%
Materials & Services	2,749,054	2,749,054	2,770,818	2,770,818	2,770,818	21,764	1%
Other	28,000	28,000	30,000	30,000	30,000	2,000	7%
Total Expenditures	7,828,921	7,828,921	8,017,963	8,017,963	8,017,963	189,042	2%
General Fund Subsidy \$	7,813,921	7,813,921	8,005,963	8,005,963	8,005,963	192,042	2%
FTE's	40.50	40.50	40.00	40.00	40.00	(0.50)	-1%

Budget Analysis:

Revenues decrease \$3,000 (20%). Expenditures increase \$189,042 (2%). General Fund subsidy increases \$192,042 (2%).

Revenues are slightly reduced for restitution to victims.

Personnel Services increases primarily due to salaries, retirement costs, and health benefits for current staff. A reorganization of Administrative Staff resulted in a decrease of 0.50 FTE which was used to convert a 0.50 FTE Juvenile Counselor I to a full-time regular 1.00 FTE position to add capacity in Custody Services. Temporary help costs for the Shelter also increase \$57,935, which supports the efforts of the Family First Prevention Services Act and qualifies the Shelter to be reimbursed at the Residential rate. This rate is higher per bed when looking at the Behavioral Rehabilitation Services (BRS) rates.

Materials & Services increase due primarily to the rising costs of the Multnomah County Donald E. Long contract (2.8% increase). This increase is offset by reductions in Training and Education and Professional Services. Other line items are budgeted as status quo.

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 (100-503005):** Provides financial activities and operational administration for the Juvenile Department.

Program Description	Adopted	Modified	Proposed	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Juvenile Administration	\$ 1,628,510	1,628,510	1,919,617	1,919,617	1,919,617	291,107	18%
Total	1,628,510	1,628,510	1,919,617	1,919,617	1,919,617	291,107	18%
by category							
Interdepartmental	170,083	170,083	154,742	154,742	154,742	(15,341)	-9%
Total Revenues	170,083	170,083	154,742	154,742	154,742	(15,341)	-9%
Personnel Services	1,598,410	1,598,410	1,889,017	1,889,017	1,889,017	290,607	18%
Materials & Services	29,100	29,100	28,100	28,100	28,100	(1,000)	-3%
Other	1,000	1,000	2,500	2,500	2,500	1,500	150%
Total Expenditures	1,628,510	1,628,510	1,919,617	1,919,617	1,919,617	291,107	18%
General Fund Subsidy \$	1,458,427	1,458,427	1,764,875	1,764,875	1,764,875	306,448	21%
FTE's	12.00	12.00	13.00	13.00	13.00	1.00	8%

Budget Analysis:

Revenues decrease \$15,341 (9%). Expenditures increase \$291,107 (18%). General Fund subsidy increases \$306,448 (21%).

Revenues decrease due to less indirect costs from special funds.

Personnel Services increase due to the addition of a 1.00 FTE Assistant Director position, the fiscal year 2019-20 reclassification of a Division Manager to the Juvenile Services Supervisor classification, salaries, retirement costs and health benefits.

The balance of the budget remains status quo.

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

Program Description	Adopted	Modified	Proposed	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Washington County Justice Court	\$ 911,455	911,455	1,182,872	1,182,872	1,182,872	271,417	30%
Total	911,455	911,455	1,182,872	1,182,872	1,182,872	271,417	30%
by category							
Charges for Services	40,000	40,000	30,000	30,000	30,000	(10,000)	-25%
Fines & Forfeitures	2,000,000	2,000,000	1,652,372	1,652,372	1,652,372	(347,628)	-17%
Miscellaneous	500	500	500	500	500	-	0%
Total Revenues	2,040,500	2,040,500	1,682,872	1,682,872	1,682,872	(357,628)	-18%
Personnel Services	846,377	846,377	989,135	989,135	989,135	142,758	17%
Materials & Services	64,578	64,578	172,137	172,137	172,137	107,559	167%
Other	-	-	21,600	21,600	21,600	21,600	0%
Interdepartmental	500	500	-	-	-	(500)	-100%
Total Expenditures	911,455	911,455	1,182,872	1,182,872	1,182,872	271,417	30%
General Fund Subsidy \$	(1,129,045)	(1,129,045)	(500,000)	(500,000)	(500,000)	629,045	-56%
FTE's	8.00	9.00	9.00	9.00	9.00	-	0%

Budget Analysis:

Revenues decrease \$357,628 (18%). Expenditures increase \$271,417 (30%). General Fund subsidy increases \$629,045 (56%).

Revenues decrease due primarily to the a three-fold increase in the number of offenders sentenced to diversion programs in lieu of charging fines and fewer citations are being written by law enforcement officers.

Personnel Services increase due primarily to salaries, retirement costs and health benefits. Due to a reorganization of staff, three positions were reclassified to higher paid positions.

Materials & Services increase to implement court security measures.

The Justice Court's contribution to the General Fund continues to decline based on reduced revenues and increased expenditures.

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

Program Description	Adopted	Modified	Proposed	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Law Library	\$ 1,263,811	1,263,811	1,150,077	1,150,077	1,150,077	(113,734)	-9%
Total	1,263,811	1,263,811	1,150,077	1,150,077	1,150,077	(113,734)	-9%
by category							
Charges for Services	358,491	358,491	353,567	353,567	353,567	(4,924)	-1%
Miscellaneous	22,081	22,081	15,618	15,618	15,618	(6,463)	-29%
Total Revenues	380,572	380,572	369,185	369,185	369,185	(11,387)	-3%
Personnel Services	323,981	323,981	339,610	339,610	339,610	15,629	5%
Materials & Services	56,438	56,438	59,525	59,525	59,525	3,087	5%
Interdepartmental	110,392	110,392	120,071	120,071	120,071	9,679	9%
subtotal	490,811	490,811	519,206	519,206	519,206	28,395	6%
Contingency	773,000	773,000	630,871	630,871	630,871	(142,129)	-18%
Total Expenditures	1,263,811	1,263,811	1,150,077	1,150,077	1,150,077	(113,734)	-9%
Revenues under expenditures	(883,239)	(883,239)	(780,892)	(780,892)	(780,892)	102,347	-12%
Beginning Fund Balance	883,239	883,239	780,892	780,892	780,892	(102,347)	-12%
Ending Fund Balance \$	-	-	-	-	-	-	
FTE's	3.00	3.00	3.00	3.00	3.00	-	0%

Budget Analysis:

Revenues decrease \$11,387 (3%). Expenditures, excluding Contingency, increase \$28,395 (6%). Contingency decreases \$142,129 (18%). Beginning fund balance decreases \$102,347 (12%).

Court fees decrease slightly to reflect actual receipts. The Law Library receives an annual appropriation from the Oregon Judicial Department set by the State of Oregon Legislature. Since we are in the middle of the state’s 2019-21 biennium this amount is expected to match the amount received for fiscal year 2019-20. This is modestly supplemented by other revenues (roughly 5% of total).

Personnel Services increase due to salaries, retirement costs and health benefits. Interdepartmental increases are due to the County Cost Allocation Plan charges.

The Law Library reserve fund was designed to meet fixed expenses and expected levels of services in case 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, and 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	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Patrol Operations	\$ 30,040,855	30,040,855	32,905,492	32,905,492	33,486,087	3,445,232	11%
Total	30,040,855	30,040,855	32,905,492	32,905,492	33,486,087	3,445,232	11%
by category							
Charges for Services	55,000	55,000	65,000	65,000	65,000	10,000	18%
Miscellaneous	29,985,855	29,985,855	32,840,492	32,840,492	33,421,087	3,435,232	11%
Total Revenues	30,040,855	30,040,855	32,905,492	32,905,492	33,486,087	3,445,232	11%
Personnel Services	20,944,644	20,944,644	22,705,687	22,705,687	22,893,282	1,948,638	9%
Materials & Services	1,628,840	1,628,840	1,673,458	1,673,458	1,803,458	174,618	11%
Other	1,308,807	1,308,807	1,189,746	1,189,746	1,189,746	(119,061)	-9%
Interdepartmental	5,364,564	5,364,564	5,427,101	5,427,101	5,572,101	207,537	4%
Operating Transfers Out	-	-	60,000	60,000	60,000	60,000	0%
Capital Outlay	794,000	794,000	1,849,500	1,849,500	1,967,500	1,173,500	148%
subtotal	30,040,855	30,040,855	32,905,492	32,905,492	33,486,087	3,445,232	11%
Contingency	-	-	-	-	-	-	0%
Total Expenditures	30,040,855	30,040,855	32,905,492	32,905,492	33,486,087	3,445,232	11%
Revenues under expenditures	-	-	-	-	-	-	0%
Beginning Fund Balance	-	-	-	-	-	-	0%
Ending Fund Balance \$	-	-	-	-	-	-	
FTE's	143.60	144.60	150.60	150.60	151.60	7.00	5%

Budget Analysis:

Revenues increase \$2,864,637 (10%). Expenditures increase \$2,864,637 (10%).

Fiscal year 2020-21 is the third 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 which increases \$2,855,337 (10%). Fee based revenue and Charges for Services increase \$10,000 (18%) for uniformed security fees.

Personnel Services increase and include the addition of 5.00 FTE Deputies to keep pace with population; 1.00 FTE Criminal Records Specialist II, salaries, retirement costs and health benefits.

Materials & Services increase primarily due to the increase of \$48,629 (6%) in Fleet operations and maintenance costs. Other Materials & Services within the organization were kept at current levels with some slight decreases.

Interdepartmental increases due primarily to the County Cost Allocation Plan which are offset by a decrease in information technology business plans of \$55,074 (23%).

Interfund Expenditure increases for Facilities Capital Projects for staff safety at Bethany and East Precincts.

Capital Outlay increases \$1,055,500 (133%) with the scheduled replacement of 20 vehicles in fiscal year 2020-21 and the request for seven new vehicles.

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

Adopted Budget:

The Board of Commissioners increased revenue and expenditures \$580,595 to carry forward vehicles, Toughbook replacements and body worn camera projects that will not be completed before June 30, 2020. The Board increased 1.00 FTE in this program to account for a deputy position that was moved from the General Fund.

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. **TriMet 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	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
TriMet Services	\$ 765,255	765,255	-	-	-	(765,255)	-100%
WIN Contracts	60,000	60,000	60,000	60,000	60,000	-	0%
Taskforce Reimbursables	520,000	520,000	500,000	500,000	500,000	(20,000)	-4%
Total	1,345,255	1,345,255	560,000	560,000	560,000	(785,255)	-58%
by category							
Charges for Services	765,255	765,255	-	-	-	(765,255)	-100%
Interdepartmental	60,000	60,000	60,000	60,000	60,000	-	0%
Miscellaneous	520,000	520,000	500,000	500,000	500,000	(20,000)	-4%
Total Revenues	1,345,255	1,345,255	560,000	560,000	560,000	(785,255)	-58%
Personnel Services	1,093,767	1,093,767	400,000	400,000	400,000	(693,767)	-63%
Materials & Services	211,488	211,488	120,000	120,000	120,000	(91,488)	-43%
Other	40,000	40,000	40,000	40,000	40,000	-	0%
subtotal	1,345,255	1,345,255	560,000	560,000	560,000	(785,255)	-58%
Contingency	-	-	-	-	-	-	0%
Total Expenditures	1,345,255	1,345,255	560,000	560,000	560,000	(785,255)	-58%
Revenues under expenditures	-	-	-	-	-	-	0%
Beginning Fund Balance	-	-	-	-	-	-	0%
Ending Fund Balance \$	-	-	-	-	-	-	
FTE's	4.00	4.00	-	-	-	(4.00)	-100%

Budget Analysis:

Revenues decrease \$785,255 (58%). Expenditures decrease \$785,255 (58%).

Revenues decrease as a result of the discontinuation of the TriMet contract which was not renewed for fiscal year 2020-21.

There is no beginning fund balance or Contingency.

The Washington County Community Corrections Department 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	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Community Corrections Center	\$ 6,853,771	6,753,771	6,723,304	6,723,304	6,723,304	(30,467)	0%
Field Services	10,082,530	10,689,878	10,460,088	10,460,088	10,460,088	(229,790)	-2%
Program Services	2,396,040	2,396,040	5,446,268	5,446,268	5,446,268	3,050,228	127%
Victims Services	372,328	372,328	480,433	480,433	480,433	108,105	29%
Community Corrections Administration	4,265,767	4,265,767	636,918	636,918	636,918	(3,628,849)	-85%
Total	23,970,436	24,477,784	23,747,011	23,747,011	23,747,011	(730,773)	-3%
by category							
Intergovernmental	16,920,771	17,041,710	15,009,024	15,009,024	15,009,024	(2,032,686)	-12%
Charges for Services	926,000	926,000	951,000	951,000	951,000	25,000	3%
Interdepartmental	100,000	100,000	100,000	100,000	100,000	-	0%
Miscellaneous	49,439	49,439	49,057	49,057	49,057	(382)	-1%
Operating Transfers In	2,606,480	2,992,889	4,346,504	4,346,504	4,346,504	1,353,615	45%
Total Revenues	20,602,690	21,110,038	20,455,585	20,455,585	20,455,585	(654,453)	-3%
Personnel Services	12,953,713	13,440,122	13,115,972	13,115,972	13,115,972	(324,150)	-2%
Materials & Services	3,592,357	3,660,562	3,364,957	3,364,957	3,364,957	(295,605)	-8%
Other	2,800	2,800	2,800	2,800	2,800	-	0%
Interdepartmental	7,151,797	7,204,531	7,107,810	7,107,810	7,107,810	(96,721)	-1%
Capital Outlay	93,100	93,100	-	-	-	(93,100)	-100%
subtotal	23,793,767	24,401,115	23,591,539	23,591,539	23,591,539	(809,576)	-3%
Contingency	176,669	76,669	155,472	155,472	155,472	78,803	103%
Total Expenditures	23,970,436	24,477,784	23,747,011	23,747,011	23,747,011	(730,773)	-3%
Revenues under expenditures	(3,367,746)	(3,367,746)	(3,291,426)	(3,291,426)	(3,291,426)	76,320	-2%
Beginning Fund Balance	3,367,746	3,367,746	3,291,426	3,291,426	3,291,426	(76,320)	-2%
Ending Fund Balance \$	-	-	-	-	-	-	
FTE's	107.00	107.00	104.00	104.00	104.00	(3.00)	-3%

Budget Analysis:

Revenues decrease \$654,453 (3%). Expenditures, excluding Contingency, decrease \$809,576 (3%). Contingency increases \$78,803 (103%). Beginning fund balance decreases \$76,320 (2%).

The Community Corrections Budget request for fiscal year 2020-21 includes reductions in staff and felony services while maintaining current service levels for the increasing County-funded misdemeanor population under supervision.

Revenues decrease primarily as a result of the reduced Biennium Allocation from Oregon Department of Corrections. In addition, the Justice Reinvestment Grant Program saw a reduction in total allocation.

Personnel Services increase due primarily to salaries, retirement costs and health benefits. Materials & Services decrease due to moving Community Corrections Center Utility costs into the County Cost Allocation Plan which increased Interdepartmental expenses by \$347,438.

The General Fund Subsidy increases to \$4,346,504. The Community Corrections felony caseload is primarily funded by the State of Oregon and the misdemeanor caseload is funded by the General Fund. County demographics have changed over time along with increased prosecution of misdemeanor crimes which necessitate this increase in General Fund support. This caseload has increased about 55% since January of 2017. General Fund support for Community Corrections has been held flat since FY 2008-09.

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 Juvenile Correction facilities. The state will attain their goal by instituting correctional facilities 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 correctional facilities.
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	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Diversion	\$ 831,199	831,199	757,441	757,441	757,441	(73,758)	-9%
Flex Funds (Juvenile)	54,841	54,841	54,841	54,841	54,841	-	0%
Juvenile Restitution	46,690	46,690	40,000	40,000	40,000	(6,690)	-14%
Donations	7,000	7,000	7,000	7,000	7,000	-	0%
Total	939,730	939,730	859,282	859,282	859,282	(80,448)	-9%
by category							
Intergovernmental	860,678	860,678	772,527	772,527	772,527	(88,151)	-10%
Miscellaneous	7,000	7,000	7,000	7,000	7,000	-	0%
Total Revenues	867,678	867,678	779,527	779,527	779,527	(88,151)	-10%
Personnel Services	559,422	559,422	588,306	588,306	588,306	28,884	5%
Materials & Services	287,893	287,893	175,788	175,788	175,788	(112,105)	-39%
Other	13,000	13,000	7,000	7,000	7,000	(6,000)	-46%
Interdepartmental	79,415	79,415	88,188	88,188	88,188	8,773	11%
subtotal	939,730	939,730	859,282	859,282	859,282	(80,448)	-9%
Contingency	-	-	-	-	-	-	0%
Total Expenditures	939,730	939,730	859,282	859,282	859,282	(80,448)	-9%
Revenues under expenditures	(72,052)	(72,052)	(79,755)	(79,755)	(79,755)	(7,703)	11%
Beginning Fund Balance	72,052	72,052	79,755	79,755	79,755	7,703	11%
Ending Fund Balance \$	-	-	-	-	-	-	
FTE's	4.40	4.40	4.40	4.40	4.40	-	0%

Budget Analysis:

Revenues decrease \$88,151 (10%). Expenditures decrease \$80,448 (9%). Beginning fund balance increases \$7,703 (11%).

Revenues decrease due to less State Diversion funding and less in ODOT work crew revenue.

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

Materials & Services decrease due to a reduction in community contracts. Other line items are budgeted as status quo.

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

Program Description	Adopted	Modified	Proposed	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Conciliation	\$ 733,239	733,239	580,826	580,826	580,826	(152,413)	-21%
Total	733,239	733,239	580,826	580,826	580,826	(152,413)	-21%
by category							
Licenses & Permits	36,200	36,200	31,200	31,200	31,200	(5,000)	-14%
Intergovernmental	536,237	536,237	525,851	525,851	525,851	(10,386)	-2%
Charges for Services	5,000	5,000	4,500	4,500	4,500	(500)	-10%
Miscellaneous	8,500	8,500	10,000	10,000	10,000	1,500	18%
Total Revenues	585,937	585,937	571,551	571,551	571,551	(14,386)	-2%
Personnel Services	587,461	587,461	454,262	454,262	454,262	(133,199)	-23%
Materials & Services	23,476	23,476	14,126	14,126	14,126	(9,350)	-40%
Interdepartmental	122,302	122,302	112,438	112,438	112,438	(9,864)	-8%
subtotal	733,239	733,239	580,826	580,826	580,826	(152,413)	-21%
Contingency	-	-	-	-	-	-	0%
Total Expenditures	733,239	733,239	580,826	580,826	580,826	(152,413)	-21%
Revenues under Expenditures	(147,302)	(147,302)	(9,275)	(9,275)	(9,275)	138,027	-94%
Beginning Fund Balance	147,302	147,302	9,275	9,275	9,275	(138,027)	-94%
Ending Fund Balance \$	-	-	-	-	-	-	
FTE's	4.80	4.80	4.50	4.50	4.50	(0.30)	-6%

Budget Analysis:

Revenues decrease \$14,386 (2%). Expenditures decrease \$152,413 (21%). Beginning fund balance decreases \$138,027 (94%).

Revenues decrease due to decreases in marriage license fees, domestic relations revenue and custody study fees.

Personnel Services decrease due to the elimination of a temporary position, reduction of a 0.80 FTE position to a 0.50 FTE position, and moving a portion of the costs associated with an Administrative Specialist II to the General Fund.

Materials & Services decrease due to a reduction in Training and Education, Travel Expense, and Office Supplies. All other items are budgeted as status quo.

Interdepartmental expenses decrease due to reduced County Cost Allocation Plan costs. The cost share for Director Support was eliminated since Conciliation now has a Juvenile Services Supervisor to manage the day-to-day operations of Conciliation Services.

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 (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	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Court Security Fund	\$ 1,279,141	1,279,141	1,460,919	1,460,919	1,460,919	181,778	14%
Total	1,279,141	1,279,141	1,460,919	1,460,919	1,460,919	181,778	14%
by category							
Fines & Forfeitures	380,000	380,000	400,000	400,000	400,000	20,000	5%
Miscellaneous	5,000	5,000	6,000	6,000	6,000	1,000	20%
Total Revenues	385,000	385,000	406,000	406,000	406,000	21,000	5%
Materials & Services	512,367	512,367	512,367	512,367	512,367	-	0%
Interdepartmental	7,884	7,884	11,613	11,613	11,613	3,729	47%
Operating Transfers Out	20,000	20,000	-	-	-	(20,000)	-100%
Capital Outlay	65,000	65,000	-	-	-	(65,000)	-100%
subtotal	605,251	605,251	523,980	523,980	523,980	(81,271)	-13%
Contingency	673,890	673,890	936,939	936,939	936,939	263,049	39%
Total Expenditures	1,279,141	1,279,141	1,460,919	1,460,919	1,460,919	181,778	14%
Revenues under Expenditures	(894,141)	(894,141)	(1,054,919)	(1,054,919)	(1,054,919)	(160,778)	18%
Beginning Fund Balance	894,141	894,141	1,054,919	1,054,919	1,054,919	160,778	18%
Ending Fund Balance \$	-	-	-	-	-	-	

Budget Analysis:

Revenues increase \$21,000 (5%). Expenditures, excluding Contingency, decrease \$81,271 (13%). Contingency increases \$263,049 (39%). Beginning fund balance increases \$160,778 (18%).

The revenue is anticipated to increase based on current collections. The State of Oregon is the sole source of revenue for this organization unit.

Expenditures decrease with the postponed replacement of an entrance security station in the Juvenile Services Building, as well as stations at the Law Enforcement Center courtroom, Justice Services Building and County Courthouse.

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** (224-405030): This is a federally funded program providing financial support for additional cyber security equipment, communications equipment, training and administration requests from 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 occupant safety compliance enforcement efforts for all Washington County agencies.
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).
7. **Oregon Impact** (224-405060): Oregon Impact is a federally funded program providing support for occupant safety compliance enforcement efforts for all Washington County agencies

Grants & Donations 224-4050

Budget Detail

Program Description	Adopted	Modified	Proposed	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Donations	\$ 375,554	375,554	75,000	75,000	75,000	(300,554)	-80%
State Homeland Security	500,000	500,000	400,000	400,000	400,000	(100,000)	-20%
LLEBG-1	488,078	488,078	400,864	400,864	400,864	(87,214)	-18%
UASI	500,000	500,000	500,000	500,000	500,000	-	0%
OSSA	135,454	135,454	135,454	135,454	135,454	-	0%
ODOT	225,326	225,326	112,600	112,600	112,600	(112,726)	-50%
Oregon Impact	-	-	80,000	80,000	80,000	80,000	0%
Total	2,224,412	2,224,412	1,703,918	1,703,918	1,703,918	(520,494)	-23%
by category							
Intergovernmental	1,848,858	1,848,858	1,628,918	1,628,918	1,628,918	(219,940)	-12%
Miscellaneous	375,554	375,554	75,000	75,000	75,000	(300,554)	-80%
Total Revenues	2,224,412	2,224,412	1,703,918	1,703,918	1,703,918	(520,494)	-23%
Personnel Services	535,588	535,588	582,778	582,778	582,778	47,190	9%
Materials & Services	1,413,270	1,413,270	1,121,140	1,121,140	1,121,140	(292,130)	-21%
Other	275,554	275,554	-	-	-	(275,554)	-100%
subtotal	2,224,412	2,224,412	1,703,918	1,703,918	1,703,918	(520,494)	-23%
Contingency	-	-	-	-	-	-	0%
Total Expenditures	2,224,412	2,224,412	1,703,918	1,703,918	1,703,918	(520,494)	-23%
Revenues under Expenditures	-	-	-	-	-	-	0%
Beginning Fund Balance	-	-	-	-	-	-	0%
Ending Fund Balance \$	-	-	-	-	-	-	

Budget Analysis:

Revenues decrease \$520,494 (23%). Expenditures decrease \$520,494 (23%).

Grant funding covers several initiatives including: computer forensic lab funding; tactical emergency casualty care course; tactical science course; sexual assault kit initiative. Revenues include a grant for a video recording studio which will provide video and computer equipment to create a dedicated live-broadcast capability for use in communicating with the public during an emergency.

Personnel Services increase due to the addition of three temporary positions fully funded by the SAKI grant as well as for overtime from the Sheriff's Office staff charged when working on these grant and donation programs.

All funds are budgeted to provide the most flexibility to respond to changing grants.

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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 enhance 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	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Jail Commissary	\$ 1,206,812	1,206,812	1,241,001	1,241,001	1,241,001	34,189	3%
Total	1,206,812	1,206,812	1,241,001	1,241,001	1,241,001	34,189	3%
by category							
Miscellaneous	297,000	297,000	282,000	282,000	282,000	(15,000)	-5%
Total Revenues	297,000	297,000	282,000	282,000	282,000	(15,000)	-5%
Personnel Services	121,030	121,030	125,356	125,356	125,356	4,326	4%
Materials & Services	38,450	38,450	39,450	39,450	39,450	1,000	3%
Other	100	100	200	200	200	100	100%
Interdepartmental	43,860	43,860	47,351	47,351	47,351	3,491	8%
subtotal	203,440	203,440	212,357	212,357	212,357	8,917	4%
Contingency	1,003,372	1,003,372	1,028,644	1,028,644	1,028,644	25,272	3%
Total Expenditures	1,206,812	1,206,812	1,241,001	1,241,001	1,241,001	34,189	3%
Revenues under Expenditures	(909,812)	(909,812)	(959,001)	(959,001)	(959,001)	(49,189)	5%
Beginning Fund Balance	909,812	909,812	959,001	959,001	959,001	49,189	5%
Ending Fund Balance \$	-	-	-	-	-	-	
FTE's	1.00	1.00	1.00	1.00	1.00	-	0%

Budget Analysis:

Revenues decrease \$15,000 (5%). Expenditures, excluding Contingency, increase \$8,917 (4%). Contingency increases \$25,272 (3%). Beginning fund balance increases \$49,189 (5%).

Jail Commissary revenue is used to provide inmate services, including mentoring, GED testing and library services. Revenues decrease due to a fiscal year 2019-20 overestimate in Commissary commissions with the addition of online deposit capabilities through the inmate accounting system.

Expenditures increase due to salaries, retirement costs, health benefits, County Cost Allocation Plan charges, Information Technology Services (ITS) projects for programs laptops, and the E-Law library programs for inmates.

Materials & Services increase for the purchase of small tools. Interfund expenditures increase due to County Cost Allocation Plan and ITS requests for Inmate programs.

Contingency increases to \$1,028,644 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, JCP Basic Services funding, 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** (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 victims 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 early intervention services for juveniles with additional staff and resources to provide increased services to youth in the early stages of involvement with the Juvenile Justice System.

Juvenile High Risk Prevention Funds 228-5050

Budget Detail

Program Description	Adopted	Modified	Proposed	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
State High Risk Prevention-Administration	\$ 1,017,942	1,017,942	1,031,952	1,031,952	1,031,952	14,010	1%
Community Prevention Contracts	349,969	349,969	394,932	394,932	394,932	44,963	13%
Substance Abuse	231,784	231,784	317,658	317,658	317,658	85,874	37%
State High Risk Prevention Community and Victim Services	434,626	434,626	403,092	403,092	403,092	(31,534)	-7%
Shelter Care Supplement	579,588	579,588	625,655	625,655	625,655	46,067	8%
Early Intervention	416,036	416,036	414,437	414,437	414,437	(1,599)	0%
Total	3,029,945	3,029,945	3,187,726	3,187,726	3,187,726	157,781	5%
by category							
Intergovernmental	2,127,532	2,127,532	2,300,228	2,300,228	2,300,228	172,696	8%
Miscellaneous	13,000	13,000	9,000	9,000	9,000	(4,000)	-31%
Operating Transfers In	-	-	50,000	50,000	50,000	50,000	0%
Total Revenues	2,140,532	2,140,532	2,359,228	2,359,228	2,359,228	218,696	10%
Personnel Services	1,338,569	1,338,569	1,386,010	1,386,010	1,386,010	47,441	4%
Materials & Services	1,460,051	1,460,051	1,525,419	1,525,419	1,525,419	65,368	4%
Interdepartmental	231,325	231,325	276,297	276,297	276,297	44,972	19%
subtotal	3,029,945	3,029,945	3,187,726	3,187,726	3,187,726	157,781	5%
Contingency	-	-	-	-	-	-	0%
Total Expenditures	3,029,945	3,029,945	3,187,726	3,187,726	3,187,726	157,781	5%
Revenues under Expenditures	(889,413)	(889,413)	(828,498)	(828,498)	(828,498)	60,915	-7%
Beginning Fund Balance	889,413	889,413	828,498	828,498	828,498	(60,915)	-7%
Ending Fund Balance \$	-	-	-	-	-	-	
FTE's	11.75	11.75	11.50	11.50	11.50	(0.25)	-2%

Budget Analysis:

Revenues increase \$218,696 (10%). Expenditures increase \$157,781 (5%). Beginning fund balance decreases \$60,915 (7%).

Revenues increase due to Juvenile Crime Prevention 2019-21 biennium funding through the Oregon Youth Authority, Drug Court Grant funding, Behavioral Rehabilitative Services and Oregon Department of Education.

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

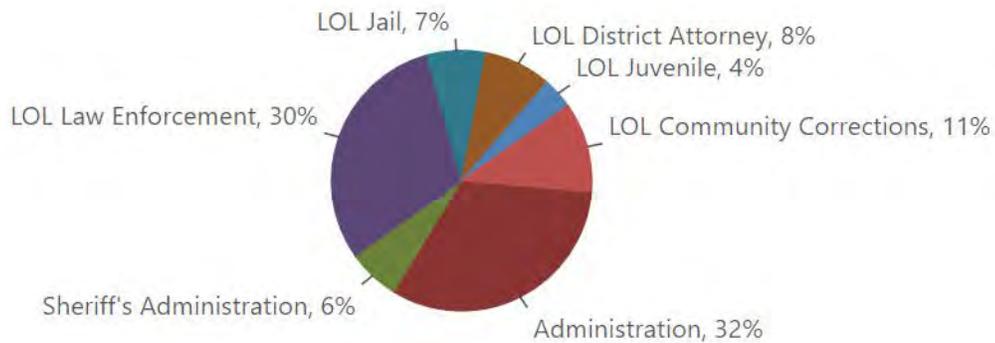
Materials and Services increase in professional services for contracts and treatment services with community providers.

Interdepartmental charges increase due to costs associated with the County Cost Allocation Plan.

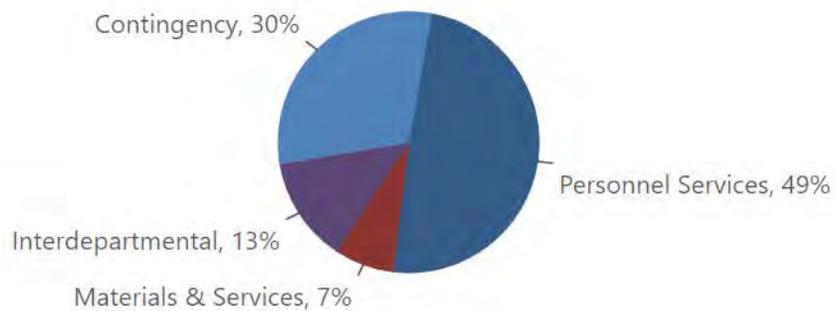
Consistent with the approach used in the General and Road fund budgets, all of the organization units in the local option levy (LOL) fund will require resources from the levy fund to balance their respective budgets. The LOL Administration organization unit (234-1690) is the central fiscal entity for 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	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Administration	\$ 27,739,305	27,739,305	29,242,122	29,242,122	29,242,122	1,502,817	5%
Law Enforcement	37,000	37,000	29,000	29,000	29,000	(8,000)	-22%
District Attorney	544,907	544,907	547,726	547,726	547,726	2,819	1%
Juvenile	17,000	17,000	20,000	20,000	20,000	3,000	18%
Total Revenues	28,338,212	28,338,212	29,838,848	29,838,848	29,838,848	1,500,636	5%
Administration	16,239,731	16,239,731	15,674,761	15,674,761	15,674,761	(564,970)	-3%
Sheriff's Administration	2,368,447	2,368,447	3,005,448	3,005,448	3,125,128	756,681	32%
LOL Law Enforcement	13,504,447	13,504,447	14,515,469	14,515,469	14,753,187	1,248,740	9%
LOL Jail	3,489,065	3,489,065	3,289,979	3,289,979	3,553,979	64,914	2%
LOL District Attorney	3,892,157	3,892,157	4,057,983	4,057,983	4,057,983	165,826	4%
LOL Juvenile	1,811,049	1,811,049	1,853,624	1,853,624	1,853,624	42,575	2%
LOL Community Corrections	5,111,406	5,111,406	5,412,007	5,412,007	5,412,007	300,601	6%
Total Expenditures	46,416,302	46,416,302	47,809,271	47,809,271	48,430,669	2,014,367	4%
Revenues under expenditures	(18,078,090)	(18,078,090)	(17,970,423)	(17,970,423)	(18,591,821)	(513,731)	3%
Beginning Fund Balance	18,078,090	18,078,090	17,970,423	17,970,423	18,591,821	513,731	3%
Ending Fund Balances	-	-	-	-	-	-	
by category							
Taxes	27,295,805	27,295,805	28,882,412	28,882,412	28,882,412	1,586,607	6%
Intergovernmental	544,907	544,907	547,726	547,726	547,726	2,819	1%
Charges for Services	33,500	33,500	25,500	25,500	25,500	(8,000)	-24%
Miscellaneous	464,000	464,000	383,210	383,210	383,210	(80,790)	-17%
Total revenues	28,338,212	28,338,212	29,838,848	29,838,848	29,838,848	1,500,636	5%
Personnel Services	21,593,048	21,593,048	22,979,072	22,979,072	22,921,370	1,328,322	6%
Materials & Services	3,111,948	3,111,948	3,347,354	3,347,354	3,467,354	355,406	11%
Other	1,190,103	1,340,103	1,034,897	1,034,897	1,034,897	(305,206)	-23%
Interdepartmental	5,251,087	5,251,087	5,872,473	5,872,473	6,067,073	815,986	16%
Operating Transfers Out	13,000	399,409	40,000	40,000	40,000	(359,409)	-90%
Capital Outlay	581,000	581,000	349,900	349,900	714,400	133,400	23%
subtotal	31,740,186	32,276,595	33,623,696	33,623,696	34,245,094	1,968,499	6%
Contingency	14,676,116	14,139,707	14,185,575	14,185,575	14,185,575	45,868	0%
Total expenditures	46,416,302	46,416,302	47,809,271	47,809,271	48,430,669	2,014,367	4%
Revenues under expenditures	(18,078,090)	(18,078,090)	(17,970,423)	(17,970,423)	(18,591,821)	(513,731)	3%
Beginning Fund Balance	18,078,090	18,078,090	17,970,423	17,970,423	18,591,821	513,731	3%
Ending Fund Balances \$	-	-	-	-	-	-	
FTE's	160.55	160.55	163.05	163.05	162.55	2.00	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).
4. **Public Outreach (234-169025):** Provides funding for conducting levy-related elections activities including research, public information and elections expenditures. This program is only utilized during election years when the levy is up for voter approval.

Program Description	Adopted	Modified	Proposed	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
LOL Administration	\$ 15,006,116	15,006,116	14,515,575	14,515,575	14,515,575	(490,541)	-3%
Emergency Shelter	863,615	863,615	934,186	934,186	934,186	70,571	8%
911 Capital	175,000	175,000	175,000	175,000	175,000	-	0%
Public Outreach	195,000	195,000	50,000	50,000	50,000	(145,000)	-74%
Total	16,239,731	16,239,731	15,674,761	15,674,761	15,674,761	(564,970)	-3%
by category							
Taxes	27,295,805	27,295,805	28,882,412	28,882,412	28,882,412	1,586,607	6%
Miscellaneous	443,500	443,500	359,710	359,710	359,710	(83,790)	-19%
Total Revenues	27,739,305	27,739,305	29,242,122	29,242,122	29,242,122	1,502,817	5%
Materials & Services	872,615	872,615	934,186	934,186	934,186	61,571	7%
Other	691,000	841,000	555,000	555,000	555,000	(286,000)	-34%
Operating Transfers Out	-	386,409	-	-	-	(386,409)	-100%
subtotal	1,563,615	2,100,024	1,489,186	1,489,186	1,489,186	(610,838)	-29%
Contingency	14,676,116	14,139,707	14,185,575	14,185,575	14,185,575	45,868	0%
Total Expenditures	16,239,731	16,239,731	15,674,761	15,674,761	15,674,761	(564,970)	-3%
Revenues over expenditures	11,499,574	11,499,574	13,567,361	13,567,361	13,567,361	2,067,787	18%
Resources allocated to other funds	(29,577,664)	(29,577,664)	(31,537,784)	(31,537,784)	(32,159,182)	(2,581,518)	9%
Beginning Fund Balance	18,078,090	18,078,090	17,970,423	17,970,423	18,591,821	513,731	3%
Ending Fund Balance \$	-	-	-	-	-	-	

Budget Analysis:

Revenues increase \$1,502,817 (5%). Expenditures, excluding Contingency, decrease \$610,838 (29%). Beginning fund balance decreases \$107,667 (1%).

Taxes increase \$1,586,607 (6%) commensurate with the estimated increase in the County assessed value. Current property taxes increase \$1,582,043 (6%), delinquent property taxes increase \$4,564 (2%) based on recent experience. Interest income decreases \$83,790 (19%) to reflect current trends.

Planned contributions to the Domestic Violence Resource Center, Community Action Shelter, Tigard Shelter and Family Promise of Washington County receive a cost of living increase of the same rate as County employees (2.6%). New in this budget is a payment to the Boys & Girls Aid for the Safe Place Program, moved from the Juvenile budget (234-501030). The budget includes continued funding of the Family Justice Center and WCCCA. Transfers to Other Funds is reduced to zero as a lump sum payment was made in fiscal year 2019-20 to support Community Corrections related to reduced state funding. Other Expenditures decrease due to election costs that will not be needed in fiscal year 2020-21.

Contingency decreases but remains adequate to ensure funding is available in future years.

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	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Sheriff's Office Executive Administration	\$ 851,282	851,282	1,070,994	1,070,994	1,190,674	339,392	40%
Training	989,992	989,992	1,345,378	1,345,378	1,345,378	355,386	36%
Law Enforcement Technology	527,173	527,173	589,076	589,076	589,076	61,903	12%
Total	2,368,447	2,368,447	3,005,448	3,005,448	3,125,128	756,681	32%
by category							
Personnel Services	1,935,603	1,935,603	2,308,653	2,308,653	2,428,333	492,730	25%
Materials & Services	160,735	160,735	154,466	154,466	154,466	(6,269)	-4%
Other	11,506	11,506	39,991	39,991	39,991	28,485	248%
Interdepartmental	260,603	260,603	494,838	494,838	494,838	234,235	90%
Operating Transfers Out	-	-	7,500	7,500	7,500	7,500	0%
Total Expenditures	2,368,447	2,368,447	3,005,448	3,005,448	3,125,128	756,681	32%
Local Option Levy Fund Subsidy \$	2,368,447	2,368,447	3,005,448	3,005,448	3,125,128	756,681	32%
FTE's	15.00	15.00	15.00	15.00	16.00	1.00	7%

Budget Analysis:

Expenditures increase \$637,001 (27%). Local Option Levy Fund subsidy increases \$637,001 (27%).

Personnel Services increase due to salaries, retirement costs and health benefits. Materials & Services decrease moderately due to current support of administration.

Interdepartmental expense includes an increase of \$199,764 (84%) in County Cost Allocation Plan charges and an Information Technology Services project for Armorer Link programming which supports improved inventory maintenance and management of weapons.

Adopted Budget:

The Board of Commissioners increased expenditures \$119,680 to carry forward vehicle projects that will be not be completed by June 30, 2020. The Board approved the addition of 1.00 FTE which was moved from Law Enforcement (234-4020).

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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): Communicates and promotes the values and mission of the agency with its various stakeholders. Responsible for all media relations and strategic communication. Represents the Sheriff's Office at various community events, groups and organizations. Regularly assesses the agency's communications needs and provides community based public safety education through a variety of communication channels. The unit works closely with patrol deputies to address neighborhood livability issues, nuisance properties and provides citizens aged 65 and older with assistance in reducing incidence and fear of criminal victimization.
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.

LOL Law Enforcement 234-4020

Budget Detail

Program Description	Adopted	Modified	Proposed	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Patrol Operations	\$ 9,623,607	9,623,607	10,203,906	10,203,906	10,599,006	975,399	10%
Investigations	2,218,403	2,218,403	2,429,545	2,429,545	2,429,545	211,142	10%
Records	410,887	410,887	417,526	417,526	417,526	6,639	2%
Public Affairs	173,628	173,628	189,364	189,364	189,364	15,736	9%
Civil	325,248	325,248	378,274	378,274	289,340	(35,908)	-11%
Forensics	502,733	502,733	547,272	547,272	547,272	44,539	9%
Evidence	249,941	249,941	349,582	349,582	281,134	31,193	12%
Total	13,504,447	13,504,447	14,515,469	14,515,469	14,753,187	1,248,740	9%
by category							
Charges for Services	33,500	33,500	25,500	25,500	25,500	(8,000)	-24%
Miscellaneous	3,500	3,500	3,500	3,500	3,500	-	0%
Total Revenues	37,000	37,000	29,000	29,000	29,000	(8,000)	-22%
Personnel Services	9,234,636	9,234,636	10,034,729	10,034,729	9,857,347	622,711	7%
Materials & Services	976,752	976,752	1,045,210	1,045,210	1,165,210	188,458	19%
Other	487,597	487,597	439,906	439,906	439,906	(47,691)	-10%
Interdepartmental	2,406,962	2,406,962	2,618,224	2,618,224	2,687,824	280,862	12%
Operating Transfers Out	-	-	27,500	27,500	27,500	27,500	0%
Capital Outlay	398,500	398,500	349,900	349,900	575,400	176,900	44%
Total Expenditures	13,504,447	13,504,447	14,515,469	14,515,469	14,753,187	1,248,740	9%
Local Option Levy Fund Subsidy \$	13,467,447	13,467,447	14,486,469	14,486,469	14,724,187	1,256,740	9%
FTE's	62.75	62.75	66.25	66.25	64.75	2.00	3%

Budget Analysis:

Revenues decrease \$8,000 (22%). Expenditures increase \$1,011,022 (7%). Local Option Levy Fund subsidy increases \$1,019,022 (8%).

Personnel Services increase due to salaries, retirement costs, health benefits and include 3.00 FTE Deputies to keep pace with population incorporating delayed start dates to reduce costs.

Materials & Services increase due primarily to Fleet operating costs \$69,582. Other Materials & Services within the organization were kept at current levels with some slight decreases.

Interdepartmental include an increase of \$172,763 (7%) in County Cost Allocation Plan charges and an Information Technology Services project for replacement of the Civil database.

Capital Outlay decrease and includes the scheduled vehicle replacements for fiscal year 2020-21 and three new vehicles to accompany the population additions.

Adopted Budget:

The Board of Commissioners increased expenditures \$237,718 for various capital and vehicle projects that will not be completed by June 30, 2020. The Board reduced 1.50 FTE, the positions were moved between programs for special projects.

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 are 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	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Jail Housing / Security	\$ 3,489,065	3,489,065	3,289,979	3,289,979	3,553,979	64,914	2%
Total	3,489,065	3,489,065	3,289,979	3,289,979	3,553,979	64,914	2%
by category							
Personnel Services	2,072,590	2,072,590	2,243,053	2,243,053	2,243,053	170,463	8%
Materials & Services	277,979	277,979	270,081	270,081	270,081	(7,898)	-3%
Interdepartmental	942,996	942,996	771,845	771,845	896,845	(46,151)	-5%
Operating Transfers Out	13,000	13,000	5,000	5,000	5,000	(8,000)	-62%
Capital Outlay	182,500	182,500	-	-	139,000	(43,500)	-24%
Total Expenditures	3,489,065	3,489,065	3,289,979	3,289,979	3,553,979	64,914	2%
Local Option Levy Fund Subsidy	\$ 3,489,065	3,489,065	3,289,979	3,289,979	3,553,979	64,914	2%
FTE's	15.50	15.50	15.50	15.50	15.50	-	0%

Budget Analysis:

Expenditures decrease \$199,086 (6%). Local Option Levy Fund subsidy decreases \$199,086 (6%).

Personnel Services increase due to salaries, retirement costs and health benefits. Staff remains at the current level.

Materials & Services decrease to reflect a change in requirements in support of administration.

Interdepartmental Charges decrease due to Information Technology Services projects \$272,347 (65%) partially offset by an increase of \$101,196 (19%) in County Cost Allocation Plan charges.

Capital Outlay decrease as there are no vehicles included and the request for kitchen and laundry replacement in the jail is delayed.

Adopted Budget:

The Board of Commissioners increased expenditures \$264,000 to carry forward the Jail Management System project that will not be complete by June 30, 2020.

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 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	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Child Support Enforcement	\$ 778,109	778,109	837,526	837,526	837,526	59,417	8%
Criminal Prosecution Services	2,893,796	2,893,796	2,985,764	2,985,764	2,985,764	91,968	3%
Victim Assistance	220,252	220,252	234,693	234,693	234,693	14,441	7%
Total	3,892,157	3,892,157	4,057,983	4,057,983	4,057,983	165,826	4%
by category							
Intergovernmental	544,907	544,907	547,726	547,726	547,726	2,819	1%
Total Revenues	544,907	544,907	547,726	547,726	547,726	2,819	1%
Personnel Services	3,398,393	3,398,393	3,518,420	3,518,420	3,518,420	120,027	4%
Materials & Services	60,000	60,000	61,397	61,397	61,397	1,397	2%
Interdepartmental	433,764	433,764	478,166	478,166	478,166	44,402	10%
Total Expenditures	3,892,157	3,892,157	4,057,983	4,057,983	4,057,983	165,826	4%
Local Option Levy Fund Subsidy	\$ 3,347,250	3,347,250	3,510,257	3,510,257	3,510,257	163,007	5%
FTE's	25.30	25.30	25.30	25.30	25.30	-	0%

Budget Analysis:

Revenues increase \$2,819 (1%). Expenditures increase \$165,826 (4%). Local Option Levy Fund subsidy increases \$163,007 (5%).

Revenues increase due to federal funding for Support Enforcement.

Personnel Services increase due to position reclassifications, salaries, retirement costs and health benefits.

Materials & Services increase for dues and memberships and books and publications. Interdepartmental increases are due to the County Cost Allocation Plan.

This budget houses Public Safety Local Option Levy (LOL) 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. This program will be closed June 30, 2020. All funds previously budgeted here are moved to Local Option Levy Administration (234-1690).

Program Description	Adopted	Modified	Proposed	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Basic Services	\$ 1,567,394	1,567,394	1,498,643	1,498,643	1,498,643	(68,751)	-4%
Secure Detention	195,915	195,915	354,981	354,981	354,981	159,066	81%
Homeless-Runaway Youth Services	47,740	47,740	-	-	-	(47,740)	-100%
Total	1,811,049	1,811,049	1,853,624	1,853,624	1,853,624	42,575	2%
by category							
Miscellaneous	17,000	17,000	20,000	20,000	20,000	3,000	18%
Total Revenues	17,000	17,000	20,000	20,000	20,000	3,000	18%
Personnel Services	1,312,842	1,312,842	1,226,476	1,226,476	1,226,476	(86,366)	-7%
Materials & Services	261,047	261,047	372,373	372,373	372,373	111,326	43%
Interdepartmental	237,160	237,160	254,775	254,775	254,775	17,615	7%
Total Expenditures	1,811,049	1,811,049	1,853,624	1,853,624	1,853,624	42,575	2%
Local Option Levy Fund Subsidy	\$ 1,794,049	1,794,049	1,833,624	1,833,624	1,833,624	39,575	2%
FTE's	11.00	11.00	10.00	10.00	10.00	(1.00)	-9%

Budget Analysis:

Revenues increase \$3,000 (18%). Expenditures increase \$42,575 (2%). Local Option Levy Fund subsidy increases \$39,575 (2%).

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

Personnel Services decrease due to the movement of a 1.00 Juvenile Counselor II position out of this organizational unit off-set by salaries, retirement costs and health benefits.

Materials & Services increase due to expanded contracted services. Interdepartmental expenditures increase due to the costs associated with the County Cost Allocation Plan.

Starting fiscal year 2020-21, payment to Boys & Girls Aid for the Safe Place Program is moved from this budget to LOL Administration (234-1690) to reflect consistency in the other Levy-supported shelter programs.

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. **Comm Corr- Program Svs LOL (234-551505):** Funding in this program is to enhance services and programs in support of the 188-5515 Community Corrections
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	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Comm Corr- Program Svs LOL	\$ 442,820	442,820	449,641	449,641	449,641	6,821	2%
Comm Corr- Parole/Probation LOL	2,059,817	2,059,817	2,037,462	2,037,462	2,037,462	(22,355)	-1%
Comm Corr- Expansion LOL	2,420,140	2,420,140	2,585,771	2,585,771	2,585,771	165,631	7%
Comm Corr- Drug Court Services LOL	188,629	188,629	339,133	339,133	339,133	150,504	80%
Total	5,111,406	5,111,406	5,412,007	5,412,007	5,412,007	300,601	6%
by category							
Personnel Services	3,638,984	3,638,984	3,647,741	3,647,741	3,647,741	8,757	0%
Materials & Services	502,820	502,820	509,641	509,641	509,641	6,821	1%
Interdepartmental	969,602	969,602	1,254,625	1,254,625	1,254,625	285,023	29%
Total Expenditures	5,111,406	5,111,406	5,412,007	5,412,007	5,412,007	300,601	6%
Local Option Levy Fund Subsidy \$	5,111,406	5,111,406	5,412,007	5,412,007	5,412,007	300,601	6%
FTE's	31.00	31.00	31.00	31.00	31.00	-	0%

Budget Analysis:

Expenditures increase \$300,601 (6%). Local Option Levy Fund subsidy increases \$300,601 (6%).

Personnel Services increase due primarily to salaries, retirement and health benefits. Materials and Services stay relatively flat.

Interdepartmental expenses increase by \$285,023 (29%) due to a transfer to the Community Corrections Center for the cost of meals provided in the Community Corrections Fund (188-5510).

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. **Federal Non-Department of Justice Forfeitures** (238-409011): This program houses all resources from federal forfeiture seizure activities that occurred from December 7, 2000 to present.
3. **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.
4. **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	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Federal Forfeitures	\$ 65,579	65,579	62,350	62,350	62,350	(3,229)	-5%
Federal Non-Department of Justice Forfeitures	30,000	30,000	30,000	30,000	30,000	-	0%
State Criminal Forfeitures	15,000	15,000	15,000	15,000	15,000	-	0%
State Civil Forfeitures	449,988	449,988	183,944	183,944	183,944	(266,044)	-59%
Total	560,567	560,567	291,294	291,294	291,294	(269,273)	-48%
by category							
Miscellaneous	5,551	5,551	9,500	9,500	9,500	3,949	71%
Total Revenues	5,551	5,551	9,500	9,500	9,500	3,949	71%
Materials & Services	110,579	110,579	107,350	107,350	107,350	(3,229)	-3%
Other	70,000	70,000	55,000	55,000	55,000	(15,000)	-21%
Interdepartmental	130,000	130,000	120,000	120,000	120,000	(10,000)	-8%
subtotal	310,579	310,579	282,350	282,350	282,350	(28,229)	-9%
Contingency	249,988	249,988	8,944	8,944	8,944	(241,044)	-96%
Total Expenditures	560,567	560,567	291,294	291,294	291,294	(269,273)	-48%
Revenues under Expenditures	(555,016)	(555,016)	(281,794)	(281,794)	(281,794)	273,222	-49%
Beginning Fund Balance	555,016	555,016	281,794	281,794	281,794	(273,222)	-49%
Ending Fund Balance \$	-	-	-	-	-	-	-

Budget Analysis:

Revenues increase \$3,949 (71%). Expenditures, excluding Contingency, decrease \$28,229 (9%). Contingency decreases \$241,044 (96%). Beginning fund balance decreases \$273,222 (49%).

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 for overtime in excess of the federal cap was moved to Intradepartmental.

Contingency is allocated for this fund for anticipated expenditure 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
Statewide Transportation Improvement Fund	209-6070
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	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Long Range Planning	\$ 4,868,443	4,868,443	4,211,366	4,211,366	4,211,366	(657,077)	-13%
Watermaster	218,436	218,436	227,314	227,314	227,314	8,878	4%
Engineering Services	9,864,354	9,864,354	10,456,492	10,456,492	10,766,518	902,164	9%
Administration	3,728,985	3,728,985	4,096,938	4,096,938	4,096,938	367,953	10%
Road Fund Administration	36,054,768	36,054,768	33,418,162	33,418,162	34,868,404	(1,186,364)	-3%
Capital Project Management	8,139,859	8,139,859	8,416,698	8,416,698	8,466,898	327,039	4%
Operations & Maintenance	36,311,869	36,311,869	36,469,919	36,469,919	36,655,877	344,008	1%
Public Land Corner	2,820,238	2,820,238	2,786,385	2,786,385	2,786,385	(33,853)	-1%
Current Planning	5,255,892	5,255,892	4,238,999	4,238,999	4,238,999	(1,016,893)	-19%
Building Services	23,889,780	23,889,780	20,159,799	20,159,799	20,159,799	(3,729,981)	-16%
Statewide Transportation Improvement	2,164,636	2,164,636	2,076,852	2,076,852	2,076,852	(87,784)	-4%
Maintenance Improvement	355,958	355,958	329,230	329,230	329,230	(26,728)	-8%
Surveyor	1,690,663	1,690,663	1,849,869	1,849,869	1,849,869	159,206	9%
Totals	135,363,881	135,363,881	128,738,023	128,738,023	130,734,449	(4,629,432)	-3%
General Fund	5,086,879	5,086,879	4,438,680	4,438,680	4,438,680	(648,199)	-13%
Special Funds	130,277,002	130,277,002	124,299,343	124,299,343	126,295,769	(3,981,233)	-3%
Totals \$	135,363,881	135,363,881	128,738,023	128,738,023	130,734,449	(4,629,432)	-3%
FTE's	345.16	346.56	345.53	345.53	345.53	(1.03)	0%

LAND USE & TRANSPORTATION

BUDGET OVERVIEW

Category Description	Adopted	Modified	Proposed	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Taxes	\$ 925,000	925,000	940,000	940,000	940,000	15,000	2%
Licenses & Permits	4,905,000	4,905,000	4,593,500	4,593,500	4,593,500	(311,500)	-6%
Intergovernmental	44,516,364	44,516,364	43,538,841	43,538,841	43,538,841	(977,523)	-2%
Charges for Services	15,122,391	15,122,391	16,005,852	16,005,852	16,005,852	883,461	6%
Fines & Forfeitures	300	300	125	125	125	(175)	-58%
Interdepartmental	12,192,594	12,192,594	12,178,027	12,178,027	12,178,027	(14,567)	0%
Miscellaneous	1,730,581	1,730,581	1,184,312	1,184,312	1,184,312	(546,269)	-32%
Operating Transfers In	2,727,106	2,837,277	3,292,824	3,292,824	3,292,824	455,547	16%
Total Revenues	82,119,336	82,229,507	81,733,481	81,733,481	81,733,481	(496,026)	-1%
Personnel Services	42,925,271	42,950,271	44,636,850	44,636,850	44,636,850	1,686,579	4%
Materials & Services	27,713,793	28,213,793	26,317,115	26,317,115	26,617,115	(1,596,678)	-6%
Other	342,950	342,950	313,350	313,350	313,350	(29,600)	-9%
Interdepartmental	12,889,205	12,989,205	13,070,997	13,070,997	13,070,997	81,792	1%
Operating Transfers Out	18,232,182	18,232,182	17,294,135	17,294,135	17,369,135	(863,047)	-5%
Capital Outlay	547,827	547,827	355,769	355,769	526,953	(20,874)	-4%
subtotal	102,651,228	103,276,228	101,988,216	101,988,216	102,534,400	(741,828)	-1%
Contingency	32,712,653	32,087,653	26,749,807	26,749,807	28,200,049	(3,887,604)	-12%
Total Expenditures	135,363,881	135,363,881	128,738,023	128,738,023	130,734,449	(4,629,432)	-3%
Revenues under expenditures	(53,244,545)	(53,134,374)	(47,004,542)	(47,004,542)	(49,000,968)	4,133,406	-8%
General Fund Subsidy	1,474,501	1,364,330	1,272,089	1,272,089	1,272,089	(92,241)	-7%
Special Funds Beginning Balances	51,770,044	51,770,044	45,732,453	45,732,453	47,728,879	(4,041,165)	-8%
Ending Fund Balances \$	-	-	-	-	-	-	

The Long Range Planning Division is responsible for the preparation, maintenance and periodic update of County land use planning documents and ordinances, including the comprehensive framework plan, rural/natural resource plan, all community plans, transportation system plan. The Division also 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 (Plan). This includes assisting cities with 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 variety 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	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Community Planning	\$ 2,527,755	2,527,755	2,631,232	2,631,232	2,631,232	103,477	4%
Transportation Planning	2,340,688	2,340,688	1,580,134	1,580,134	1,580,134	(760,554)	-32%
Total	4,868,443	4,868,443	4,211,366	4,211,366	4,211,366	(657,077)	-13%
by category							
Intergovernmental	795,500	795,500	100,000	100,000	100,000	(695,500)	-87%
Charges for Services	122,550	122,550	141,250	141,250	141,250	18,700	15%
Interdepartmental	1,539,091	1,539,091	1,538,134	1,538,134	1,538,134	(957)	0%
Operating Transfers In	1,009,959	1,120,130	1,236,343	1,236,343	1,236,343	116,213	10%
Total Revenues	3,467,100	3,577,271	3,015,727	3,015,727	3,015,727	(561,544)	-16%
Personnel Services	3,573,605	3,573,605	3,652,290	3,652,290	3,652,290	78,685	2%
Materials & Services	1,229,427	1,229,427	470,094	470,094	470,094	(759,333)	-62%
Interdepartmental	65,411	65,411	88,982	88,982	88,982	23,571	36%
Total Expenditures	4,868,443	4,868,443	4,211,366	4,211,366	4,211,366	(657,077)	-13%
General Fund Subsidy \$	1,401,343	1,291,172	1,195,639	1,195,639	1,195,639	(95,533)	-7%
FTE's	26.08	26.08	26.33	26.33	26.33	0.25	1%

Budget Analysis:

Revenues decrease \$561,544 (16%). Expenditures decrease \$657,077 (13%). General Fund subsidy decreases \$95,533 (7%).

Long Range Planning revenues decrease for fiscal year 2020-21. Intergovernmental revenues decline due to fewer grants. The Road Fund transfer is also decreasing due to reduced expenditures for professional services and consultant costs in Transportation planning. The \$760,554 reduction in Transportation Planning represents a reduction in grant revenue and the associated expenditures.

Personnel Services increase due to salaries, retirement costs and health benefits. There is a significant decrease in Materials & Services for professional consulting services associated with fewer grants.

Interfund expenditures increase due primarily to Information Technology Services capital charges as well as the shared Client Services Technician II position.

General Fund subsidy decreases primarily due to the reduction in professional services associated with a reduction in grant related work.

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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 (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	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Watermaster	\$ 218,436	218,436	227,314	227,314	227,314	8,878	4%
Total	218,436	218,436	227,314	227,314	227,314	8,878	4%
by category							
Intergovernmental	134,728	134,728	140,002	140,002	140,002	5,274	4%
Charges for Services	10,550	10,550	10,862	10,862	10,862	312	3%
Total Revenues	145,278	145,278	150,864	150,864	150,864	5,586	4%
Personnel Services	202,539	202,539	210,384	210,384	210,384	7,845	4%
Materials & Services	15,897	15,897	16,930	16,930	16,930	1,033	6%
Total Expenditures	218,436	218,436	227,314	227,314	227,314	8,878	4%
General Fund Subsidy \$	73,158	73,158	76,450	76,450	76,450	3,292	4%
FTE's	1.94	1.94	1.94	1.94	1.94	-	0%

Budget Analysis:

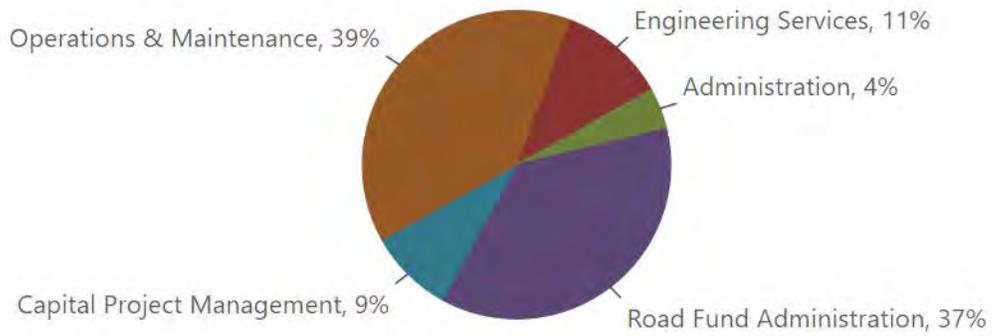
Revenues increase \$5,586 (4%). Expenditures increase \$8,878 (4%). General Fund subsidy increases \$3,292 (4%).

Revenues increase slightly due to intergovernmental revenues paid by benefiting agencies for the operation and maintenance of stream gaging stations in the Tualatin Basin, and from rural development permit surcharges relating to ground water studies.

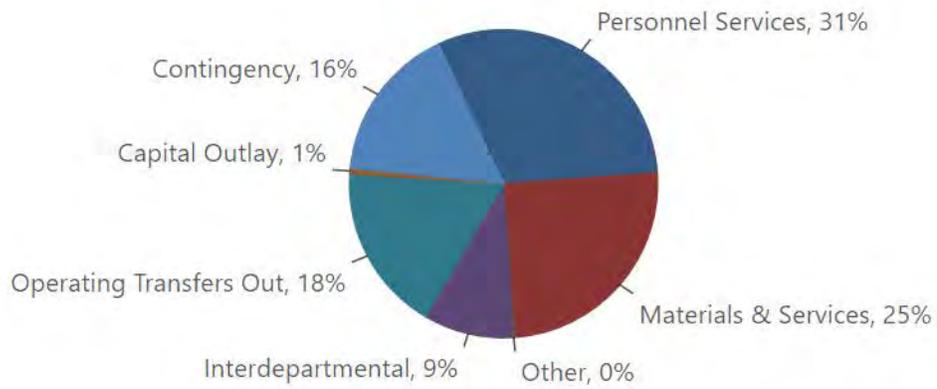
Personnel Services increase due to salaries, retirement costs and health benefits. Staffing levels remain unchanged and include 1.00 FTE Assistant Watermaster and 0.94 FTE Administrative Assistant.

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	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Engineering Services	\$ 2,623,859	2,623,859	2,722,593	2,722,593	2,722,593	98,734	4%
Administration	1,357,369	1,357,369	1,499,336	1,499,336	1,499,336	141,967	10%
Road Fund Administration	50,193,000	50,193,000	51,632,907	51,632,907	51,632,907	1,439,907	3%
Capital Project Management	7,685,762	7,685,762	7,755,441	7,755,441	7,755,441	69,679	1%
Operations & Maintenance	2,091,901	2,091,901	1,977,600	1,977,600	1,977,600	(114,301)	-5%
Total Revenues	63,951,891	63,951,891	65,587,877	65,587,877	65,587,877	1,635,986	3%
Engineering Services	9,864,354	9,864,354	10,456,492	10,456,492	10,766,518	902,164	9%
Administration	3,728,985	3,728,985	4,096,938	4,096,938	4,096,938	367,953	10%
Road Fund Administration	36,054,768	36,054,768	33,418,162	33,418,162	34,868,404	(1,186,364)	-3%
Capital Project Management	8,139,859	8,139,859	8,416,698	8,416,698	8,466,898	327,039	4%
Operations & Maintenance	36,311,869	36,311,869	36,469,919	36,469,919	36,655,877	344,008	1%
Total Expenditures	94,099,835	94,099,835	92,858,209	92,858,209	94,854,635	754,800	1%
Revenues under expenditures	(30,147,944)	(30,147,944)	(27,270,332)	(27,270,332)	(29,266,758)	881,186	-3%
Beginning Fund Balance	30,147,944	30,147,944	27,270,332	27,270,332	29,266,758	(881,186)	-3%
Ending Fund Balances	-	-	-	-	-	-	
by category							
Taxes	925,000	925,000	940,000	940,000	940,000	15,000	2%
Licenses & Permits	255,000	255,000	243,500	243,500	243,500	(11,500)	-5%
Intergovernmental	41,227,000	41,227,000	41,627,000	41,627,000	41,627,000	400,000	1%
Charges for Services	9,104,800	9,104,800	10,113,525	10,113,525	10,113,525	1,008,725	11%
Interdepartmental	10,086,422	10,086,422	10,242,009	10,242,009	10,242,009	155,587	2%
Miscellaneous	1,138,800	1,138,800	787,507	787,507	787,507	(351,293)	-31%
Operating Transfers In	1,214,869	1,214,869	1,634,336	1,634,336	1,634,336	419,467	35%
Total revenues	63,951,891	63,951,891	65,587,877	65,587,877	65,587,877	1,635,986	3%
Personnel Services	27,273,899	27,273,899	29,222,689	29,222,689	29,222,689	1,948,790	7%
Materials & Services	23,503,370	23,503,370	23,462,392	23,462,392	23,762,392	259,022	1%
Other	50,250	50,250	48,750	48,750	48,750	(1,500)	-3%
Interdepartmental	8,801,809	8,801,809	8,993,327	8,993,327	8,993,327	191,518	2%
Operating Transfers Out	17,524,047	17,524,047	16,615,753	16,615,753	16,690,753	(833,294)	-5%
Capital Outlay	484,427	484,427	355,769	355,769	526,953	42,526	9%
subtotal	77,637,802	77,637,802	78,698,680	78,698,680	79,244,864	1,607,062	2%
Contingency	16,462,033	16,462,033	14,159,529	14,159,529	15,609,771	(852,262)	-5%
Total expenditures	94,099,835	94,099,835	92,858,209	92,858,209	94,854,635	754,800	1%
Revenues under expenditures	(30,147,944)	(30,147,944)	(27,270,332)	(27,270,332)	(29,266,758)	881,186	-3%
Beginning Fund Balance	30,147,944	30,147,944	27,270,332	27,270,332	29,266,758	(881,186)	-3%
Ending Fund Balances \$	-	-	-	-	-	-	
FTE's	222.83	224.23	230.63	230.63	230.63	6.40	3%

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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)**: Performs 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. Performs operational review and support for the maintenance of traffic signs, striping and other traffic control devices on County maintained roads. Administers the Neighborhood Streets program for the County neighborhood routes and local roads.
4. **Survey Road (168-603020)**: Facilitates and administers 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. Provides 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. Provides survey support of engineering plans prepared by the County design group and others.

Engineering Services 168-6030

Budget Detail

Program Description	Adopted	Modified	Proposed	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Engineering Administration	\$ 1,480,507	1,480,507	1,860,643	1,860,643	1,860,643	380,136	26%
Engineering Design Review	2,052,949	2,052,949	2,097,476	2,097,476	2,097,476	44,527	2%
Traffic Engineering	5,514,681	5,514,681	5,694,885	5,694,885	6,004,911	490,230	9%
Survey Road	816,217	816,217	803,488	803,488	803,488	(12,729)	-2%
Total	9,864,354	9,864,354	10,456,492	10,456,492	10,766,518	902,164	9%
by category							
Intergovernmental	127,000	127,000	127,000	127,000	127,000	-	0%
Charges for Services	513,000	513,000	522,000	522,000	522,000	9,000	2%
Interdepartmental	1,933,859	1,933,859	2,020,593	2,020,593	2,020,593	86,734	4%
Miscellaneous	50,000	50,000	53,000	53,000	53,000	3,000	6%
Total Revenues	2,623,859	2,623,859	2,722,593	2,722,593	2,722,593	98,734	4%
Personnel Services	6,423,947	6,423,947	6,985,303	6,985,303	6,985,303	561,356	9%
Materials & Services	1,979,073	1,979,073	1,881,114	1,881,114	2,181,114	202,041	10%
Interdepartmental	1,461,334	1,461,334	1,554,075	1,554,075	1,554,075	92,741	6%
Capital Outlay	-	-	36,000	36,000	46,026	46,026	0%
Total Expenditures	9,864,354	9,864,354	10,456,492	10,456,492	10,766,518	902,164	9%
Road Fund Subsidy	\$ 7,240,495	7,240,495	7,733,899	7,733,899	8,043,925	803,430	11%
FTE's	48.58	48.58	50.28	50.28	50.28	1.70	3%

Budget Analysis:

Revenues increase \$98,734 (4%). Expenditures increase \$592,138 (6%). Road Fund subsidy increases \$493,404 (7%).

Revenue for this organization unit increase slightly over last year.

The increase in expenditures is net of increases in Personnel Services of \$561,356 (9%); \$36,000 (100%) in Capital Outlay; and \$92,741 (6%) in Interdepartmental Charges off-set by a decrease in Materials & Services of \$97,959 (5%).

Personnel Services increases \$393,000 related to salaries, retirement costs, health benefits, and \$168,423 in added positions for 1.00 FTE Senior Administrative Specialist (SAS) and 0.70 FTE increase for a Financial Analyst. The SAA and the Financial Analyst will provide enhanced support to the division in meeting business needs due to the separation of Engineering Traffic and Survey from Capital Project Services.

Adopted Budget:

The Board of Commissioners increased expenditures \$310,026 to carry forward capital projects that will not be complete by June 30, 2020.

This organization unit provides regional transportation financing coordination for the County and direction for the department, including strategic planning and policy development.

1. **LUT Administration (168-604005):** This program provides operational analysis, leadership, management and support for all 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	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
LUT Administration	\$ 3,728,985	3,728,985	4,096,938	4,096,938	4,096,938	367,953	10%
Total	3,728,985	3,728,985	4,096,938	4,096,938	4,096,938	367,953	10%
by category							
Charges for Services	140,000	140,000	140,000	140,000	140,000	-	0%
Interdepartmental	-	-	60,000	60,000	60,000	60,000	0%
Miscellaneous	2,500	2,500	2,500	2,500	2,500	-	0%
Operating Transfers In	1,214,869	1,214,869	1,296,836	1,296,836	1,296,836	81,967	7%
Total Revenues	1,357,369	1,357,369	1,499,336	1,499,336	1,499,336	141,967	10%
Personnel Services	2,734,086	2,734,086	3,180,410	3,180,410	3,180,410	446,324	16%
Materials & Services	215,709	215,709	210,495	210,495	210,495	(5,214)	-2%
Interdepartmental	779,190	779,190	672,593	672,593	672,593	(106,597)	-14%
Operating Transfers Out	-	-	33,440	33,440	33,440	33,440	0%
subtotal	3,728,985	3,728,985	4,096,938	4,096,938	4,096,938	367,953	10%
Contingency	-	-	-	-	-	-	0%
Total Expenditures	3,728,985	3,728,985	4,096,938	4,096,938	4,096,938	367,953	10%
Revenues under expenditures	(2,371,616)	(2,371,616)	(2,597,602)	(2,597,602)	(2,597,602)	(225,986)	10%
Resources allocated to other funds	(27,776,328)	(27,776,328)	(24,672,730)	(24,672,730)	(26,669,156)	1,107,172	-4%
Beginning Fund Balance	30,147,944	30,147,944	27,270,332	27,270,332	29,266,758	(881,186)	-3%
Ending Fund Balance \$	-	-	-	-	-	-	
FTE's	20.20	20.60	23.00	23.00	23.00	2.40	12%

Budget Analysis:

Revenues increase \$141,967 (10%). Expenditures increase \$367,953 (10%). Beginning fund balance decreases \$2,877,612 (10%).

Operating Transfers In reflect modest growth stemming from increased reimbursements from the Major Streets Transportation Improvement Program Fund as identified in the departmental cost plan to cover the operating expenses of Administrative Services/Office of the Director administrative support.

Personnel Services increases include approximately \$120,000 related to salaries, retirement costs and health benefits; and an addition of \$240,000 for additional support in the Administrative Services Division. This includes the addition of 2.40 FTE: 1.00 FTE Principal Planner (moved from organization unit 172-6020), 1.00 FTE Senior Accounting Assistant (moved from org unit 168-6050 and an increase to the 0.60 FTE Program Specialist (approved in fiscal year 19-20) to full time for fiscal year 2020-21. The new positions will provide 1) enhanced departmental support and oversight for site development activities relating to infrastructure improvements, 2) enhanced support for departmental accounting needs, and 3) enhanced support for the departments training program.

Materials & Services will remain flat as an increase in professional services is offset by a decrease in communications equipment. As an adjustment to the department's cost plan, transfers to other funds (North Bethany Service District), show a mild increase, and County Cost Allocation Plan and Information Technology Services capital projects are increased in FY 2020-21.

Adopted Budget:

The Board of Commissioners approved increasing the Beginning Fund Balance \$1,996,426 to account for carryforward projects, housed in other Road Fund Organizational Units, that will not be completed by June 30, 2020.

Road Fund Administration 168-6045

Budget Detail

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

- Road Fund Administration (168-604501):** This program primarily tracks and accounts for Road Fund revenues and expenditures related to administrative activities. (Prior to fiscal year 2018-19 it was recorded in Fund 168 Program 604001.)

Program Description	Adopted	Modified	Proposed	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Road Fund Administration	\$ 36,054,768	36,054,768	33,418,162	33,418,162	34,868,404	(1,186,364)	-3%
Total	36,054,768	36,054,768	33,418,162	33,418,162	34,868,404	(1,186,364)	-3%
by category							
Taxes	925,000	925,000	940,000	940,000	940,000	15,000	2%
Intergovernmental	40,100,000	40,100,000	40,500,000	40,500,000	40,500,000	400,000	1%
Charges for Services	8,300,000	8,300,000	9,300,000	9,300,000	9,300,000	1,000,000	12%
Miscellaneous	868,000	868,000	555,407	555,407	555,407	(312,593)	-36%
Operating Transfers In	-	-	337,500	337,500	337,500	337,500	0%
Total Revenues	50,193,000	50,193,000	51,632,907	51,632,907	51,632,907	1,439,907	3%
Materials & Services	615,000	615,000	995,000	995,000	995,000	380,000	62%
Other	33,500	33,500	34,000	34,000	34,000	500	1%
Interdepartmental	1,495,188	1,495,188	1,647,320	1,647,320	1,647,320	152,132	10%
Operating Transfers Out	17,449,047	17,449,047	16,582,313	16,582,313	16,582,313	(866,734)	-5%
Contingency	16,462,033	16,462,033	14,159,529	14,159,529	15,609,771	(852,262)	-5%
Total Expenditures	36,054,768	36,054,768	33,418,162	33,418,162	34,868,404	(1,186,364)	-3%
Road Fund Subsidy \$	(14,138,232)	(14,138,232)	(18,214,745)	(18,214,745)	(16,764,503)	(2,626,271)	19%

Budget Analysis:

Revenues increase \$1,439,907 (3%). Expenditures decrease \$2,636,606 (7%). Road Fund subsidy decreases \$4,076,513 (29%).

Road Fund revenues show a modest increase over the last year's budget attributed mainly to Vehicle Registration Fee receipts, while the county gas tax and state apportionment revenue streams show more limited growth.

Materials and Services expenditures include an increase in professional services for special projects, offset by a transfer in from a Major Streets Transportation Improvement Fund contribution for these projects. Projects include the continuation of the Road Standards update, contribution towards the Highway 26 Corridor Study, staff work and support for the Community Rating System and Tualatin Watershed Enhancement Collaborative.

Transfers to fund various transportation infrastructure capital projects are slightly reduced. Projects include support for ADA planned improvements, bridge design and replacements, and culvert upgrades. Overall, contingency is reduced by \$2 million.

Adopted Budget:

The Board of Commissioners increased Contingency \$1,450,242 to reflect increases in Beginning Fund Balance and allow for carry forward projects in other Road Fund Organizational Units.

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)**: Manages and coordinates 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	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
CPM Administration	\$ 2,461,815	2,461,815	2,480,263	2,480,263	2,530,463	68,648	3%
Right of Way	778,460	778,460	811,560	811,560	811,560	33,100	4%
Project Delivery	4,899,584	4,899,584	5,124,875	5,124,875	5,124,875	225,291	5%
Total	8,139,859	8,139,859	8,416,698	8,416,698	8,466,898	327,039	4%
by category							
Charges for Services	300	300	25	25	25	(275)	-92%
Interdepartmental	7,680,462	7,680,462	7,755,416	7,755,416	7,755,416	74,954	1%
Miscellaneous	5,000	5,000	-	-	-	(5,000)	-100%
Total Revenues	7,685,762	7,685,762	7,755,441	7,755,441	7,755,441	69,679	1%
Personnel Services	6,433,415	6,433,415	6,642,117	6,642,117	6,642,117	208,702	3%
Materials & Services	337,320	337,320	337,589	337,589	337,589	269	0%
Interdepartmental	1,318,924	1,318,924	1,399,623	1,399,623	1,399,623	80,699	6%
Capital Outlay	50,200	50,200	37,369	37,369	87,569	37,369	74%
Total Expenditures	8,139,859	8,139,859	8,416,698	8,416,698	8,466,898	327,039	4%
Road Fund Subsidy	\$ 454,097	454,097	661,257	661,257	711,457	257,360	57%
FTE's	47.05	48.05	46.35	46.35	46.35	(1.70)	-4%

Budget Analysis:

Revenues increase \$69,679 (1%). Expenditures increase \$276,839 (3%). Road Fund subsidy increases \$207,160 (46%).

The increase in revenue is due to additional intradepartmental revenue for personnel reimbursements from capital projects.

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

Materials & Services reflect no significant change from the fiscal year 2019-20 budget.

Interfund expenditures increase primarily due to County Cost Allocation Plan charges. This increase is reduced by savings in the Interdepartment personnel charges and Interdepartment Information Technology Services(ITS) capital projects. ITS capital is lower primarily due to completion of initial set-up for two software programs relating to Capital Projects.

Capital Outlay decreases. The FY 2019-20 budget funded the purchase of two new vehicles for use by recently added staff members (\$50,200). This FY 2020-21 budget reflects the purchase of only one new vehicle for a project inspector (\$28,300), allowing the vehicle currently being used to return to the Capital Project Services vehicle pool. One survey tablet for use by inspectors is also included in this budget (\$9,069).

Adopted Budget:

The Board of Commissioners increased expenditures \$50,200 to carry forward vehicles that will not be received prior to June 30, 2020.

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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	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Operations Administration	\$ 6,283,705	6,283,705	6,300,297	6,300,297	6,375,297	91,592	1%
Roadway Surfaces	5,077,463	5,077,463	4,124,580	4,124,580	4,202,036	(875,427)	-17%
Operations Engineering	17,282,808	17,282,808	18,071,468	18,071,468	18,071,468	788,660	5%
Traffic Maintenance	1,208,623	1,208,623	1,269,027	1,269,027	1,269,027	60,404	5%
Vegetation Management	2,398,514	2,398,514	2,521,216	2,521,216	2,551,916	153,402	6%
Bridge Operations	967,718	967,718	1,057,676	1,057,676	1,057,676	89,958	9%
Drainage Operations	2,614,332	2,614,332	2,695,194	2,695,194	2,695,194	80,862	3%
Landscape Maintenance	478,706	478,706	430,461	430,461	433,263	(45,443)	-9%
Total	36,311,869	36,311,869	36,469,919	36,469,919	36,655,877	344,008	1%
by category							
Licenses & Permits	255,000	255,000	243,500	243,500	243,500	(11,500)	-5%
Intergovernmental	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	-	0%
Charges for Services	151,500	151,500	151,500	151,500	151,500	-	0%
Interdepartmental	472,101	472,101	406,000	406,000	406,000	(66,101)	-14%
Miscellaneous	213,300	213,300	176,600	176,600	176,600	(36,700)	-17%
Total Revenues	2,091,901	2,091,901	1,977,600	1,977,600	1,977,600	(114,301)	-5%
Personnel Services	11,682,451	11,682,451	12,414,859	12,414,859	12,414,859	732,408	6%
Materials & Services	20,356,268	20,356,268	20,038,194	20,038,194	20,038,194	(318,074)	-2%
Other	16,750	16,750	14,750	14,750	14,750	(2,000)	-12%
Interdepartmental	3,747,173	3,747,173	3,719,716	3,719,716	3,719,716	(27,457)	-1%
Operating Transfers Out	75,000	75,000	-	-	75,000	-	0%
Capital Outlay	434,227	434,227	282,400	282,400	393,358	(40,869)	-9%
Total Expenditures	36,311,869	36,311,869	36,469,919	36,469,919	36,655,877	344,008	1%
Road Fund Subsidy \$	34,219,968	34,219,968	34,492,319	34,492,319	34,678,277	458,309	1%
FTE's	107.00	107.00	111.00	111.00	111.00	4.00	4%

Budget Analysis:

Revenues decrease \$114,301 (5%). Road Fund subsidy increases \$272,351 (1%).

Personnel Services increases include roughly \$524,000 related to salaries, retirement costs and health benefits; and \$208,000 for additional support in the Operations Engineering Program. It includes the addition of 1.00 FTE Engineering Associate I, 1.00 FTE Senior Environmental Resource Specialist, 1.00 FTE Engineering Technician II, and 1.00 FTE Light Equipment Operator. The new positions will provide 1) enhanced support to an expanding contract maintenance program, 2) enhanced support to keep up with permitted activity requiring additional inspections, and 3) enhanced support for increasing environmental resource need in Operations & Maintenance, as well as the Capital Projects Services and Engineering/Traffic/Survey Services Divisions.

Materials and Services and Interfund Expenditures are relatively consistent with the FY 2019-20 budget and reflect a similar level of effort for road maintenance. The decrease in Capital outlay reflects a downturn in additional vehicles requested from year-to-year and projects carried forward into the current fiscal year are expected to be completed.

Adopted Budget:

The Board of Commissioners increased expenditures \$185,958 for vehicles and a facilities capital project that will not be complete by June 30, 2020.

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	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Survey PLC	\$ 2,820,238	2,820,238	2,786,385	2,786,385	2,786,385	(33,853)	-1%
Total	2,820,238	2,820,238	2,786,385	2,786,385	2,786,385	(33,853)	-1%
by category							
Charges for Services	375,000	375,000	390,000	390,000	390,000	15,000	4%
Interdepartmental	275,500	275,500	125,000	125,000	125,000	(150,500)	-55%
Miscellaneous	50,000	50,000	44,537	44,537	44,537	(5,463)	-11%
Total Revenues	700,500	700,500	559,537	559,537	559,537	(140,963)	-20%
Personnel Services	504,372	529,372	540,539	540,539	540,539	11,167	2%
Materials & Services	41,448	41,448	40,504	40,504	40,504	(944)	-2%
Interdepartmental	223,342	323,342	181,818	181,818	181,818	(141,524)	-44%
Operating Transfers Out	27,735	27,735	26,511	26,511	26,511	(1,224)	-4%
subtotal	796,897	921,897	789,372	789,372	789,372	(132,525)	-14%
Contingency	2,023,341	1,898,341	1,997,013	1,997,013	1,997,013	98,672	5%
Total Expenditures	2,820,238	2,820,238	2,786,385	2,786,385	2,786,385	(33,853)	-1%
Revenues under expenditures	(2,119,738)	(2,119,738)	(2,226,848)	(2,226,848)	(2,226,848)	(107,110)	5%
Beginning Fund Balance	2,119,738	2,119,738	2,226,848	2,226,848	2,226,848	107,110	5%
Ending Fund Balance \$	-	-	-	-	-	-	
FTE's	3.79	3.79	3.79	3.79	3.79	-	0%

Budget Analysis:

Revenues decrease \$140,963 (20%). Expenditures, excluding Contingency, decrease \$132,525 (14%). Contingency increases \$98,672 (5%). Beginning fund balance increases \$107,110 (5%).

Revenues decrease as the survey staff are providing less service across other programs to accomplish survey development review activities.

Personnel Services increase 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 via contract to some of the smaller cities, 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):** Reviews and processes all land development requests in unincorporated Washington County. Ensures that all development proposals comply with all applicable plans and codes.
2. **Development Assistance (172-602035):** Provides development assistance to customers at the counter and over the telephone. Reviews all building permits and provides copies of land development related documents to the public.
3. **Code Maintenance & Code Enforcement (172-602040):** Reviews land development projects in final stages to ensure compliance with conditions of approval. Investigates all land use complaints that are enforceable via the Community Development Code. Prepares code amendments and makes recommendations concerning code interpretations.

Program Description	Adopted	Modified	Proposed	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Development Review	\$ 3,688,000	3,688,000	2,957,553	2,957,553	2,957,553	(730,447)	-20%
Development Assistance	1,138,564	1,138,564	931,760	931,760	931,760	(206,804)	-18%
Code Maintenance & Code Enforcement	429,328	429,328	349,686	349,686	349,686	(79,642)	-19%
Total	5,255,892	5,255,892	4,238,999	4,238,999	4,238,999	(1,016,893)	-19%
by category							
Intergovernmental	100,000	100,000	100,000	100,000	100,000	-	0%
Charges for Services	1,877,276	1,877,276	1,745,500	1,745,500	1,745,500	(131,776)	-7%
Interdepartmental	30,500	30,500	32,500	32,500	32,500	2,000	7%
Miscellaneous	68,630	68,630	48,565	48,565	48,565	(20,065)	-29%
Operating Transfers In	429,333	429,333	349,200	349,200	349,200	(80,133)	-19%
Total Revenues	2,505,739	2,505,739	2,275,765	2,275,765	2,275,765	(229,974)	-9%
Personnel Services	2,324,510	2,324,510	2,124,550	2,124,550	2,124,550	(199,960)	-9%
Materials & Services	262,132	262,132	194,885	194,885	194,885	(67,247)	-26%
Other	14,600	14,600	13,500	13,500	13,500	(1,100)	-8%
Interdepartmental	727,925	727,925	617,820	617,820	617,820	(110,105)	-15%
Operating Transfers Out	168,653	168,653	157,432	157,432	157,432	(11,221)	-7%
subtotal	3,497,820	3,497,820	3,108,187	3,108,187	3,108,187	(389,633)	-11%
Contingency	1,758,072	1,758,072	1,130,812	1,130,812	1,130,812	(627,260)	-36%
Total Expenditures	5,255,892	5,255,892	4,238,999	4,238,999	4,238,999	(1,016,893)	-19%
Revenues under expenditures	(2,750,153)	(2,750,153)	(1,963,234)	(1,963,234)	(1,963,234)	786,919	-29%
Beginning Fund Balance	2,750,153	2,750,153	1,963,234	1,963,234	1,963,234	(786,919)	-29%
Ending Fund Balance \$	-	-	-	-	-	-	
FTE's	21.98	21.98	18.47	18.47	18.47	(3.51)	-16%

Budget Analysis:

Revenues decrease \$229,974 (9%). Expenditures, excluding Contingency, decrease \$389,633 (11%). Contingency decreases \$627,260 (36%). Beginning fund balance decreases \$786,919 (29%).

Revenues decrease due to a developing trend in the decline of development activity including a reduction in large residential developments, Road Fund related reimbursements and investment interest income.

Expenditures decrease in part due to the reduction of 3.65 FTE as an effort to balance staffing requirements with current development activity. Selected vacancies have been kept to maintain flexibility should workload demands change. Personnel costs comprise two-thirds of Current Planning's expenditures. Medical expenses are anticipated to increase over the next two years. County Cost Allocation Plan charges have decreased, but continue to be a large part of Current Planning's expenses.

As a result of increased expenditures and decreasing revenue the contingency is expected to continue to decline. To mitigate this result, the department is developing policy related to convenience fees for online banking and are requesting a 5% increase across all fees for this organization unit. Staff have also identified several fees that require a larger fee increase. The reduction in FTE and increase in fees will provide some relief for this fund, which will be monitored closely.

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

1. **Building Inspection (174-602005)**: Performs site inspections of construction on private property relative to conformance with the state building, mechanical and mobile home codes.
2. **Plan Review (174-602010)**: Reviews plans and issues permits for construction on private property relative to conformance with the state building and mechanical codes and maintains a record of construction within the unincorporated areas of the County.
3. **Plumbing Inspection (174-602015)**: Reviews plans and performs site inspections of construction on private property relative to conformance with the state plumbing code.
4. **Electrical Inspection (174-602020)**: Reviews plans and performs 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)**: Oversees the building enforcement program by investigating complaints and reported code violations. Performs enforcement actions in those cases where code conformance cannot be achieved voluntarily.

Building Services 174-6020

Budget Detail

Program Description	Adopted	Modified	Proposed	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Building Inspection	\$ 16,198,244	15,698,244	11,794,420	11,794,420	11,794,420	(3,903,824)	-25%
Plan Review	4,081,382	4,581,382	4,671,382	4,671,382	4,671,382	90,000	2%
Plumbing Inspection	1,384,686	1,384,686	1,377,026	1,377,026	1,377,026	(7,660)	-1%
Electrical Inspection	1,980,387	1,980,387	2,127,437	2,127,437	2,127,437	147,050	7%
Building Code Compliance & Enforcement	245,081	245,081	189,534	189,534	189,534	(55,547)	-23%
Total	23,889,780	23,889,780	20,159,799	20,159,799	20,159,799	(3,729,981)	-16%
by category							
Licenses & Permits	4,650,000	4,650,000	4,350,000	4,350,000	4,350,000	(300,000)	-6%
Intergovernmental	112,000	112,000	104,000	104,000	104,000	(8,000)	-7%
Charges for Services	3,071,000	3,071,000	3,043,500	3,043,500	3,043,500	(27,500)	-1%
Fines & Forfeitures	300	300	125	125	125	(175)	-58%
Interdepartmental	245,081	245,081	189,734	189,734	189,734	(55,347)	-23%
Miscellaneous	376,351	376,351	244,608	244,608	244,608	(131,743)	-35%
Total Revenues	8,454,732	8,454,732	7,931,967	7,931,967	7,931,967	(522,765)	-6%
Personnel Services	8,480,468	8,480,468	8,259,800	8,259,800	8,259,800	(220,668)	-3%
Materials & Services	547,635	1,047,635	648,567	648,567	648,567	(399,068)	-38%
Other	278,100	278,100	251,100	251,100	251,100	(27,000)	-10%
Interdepartmental	2,629,475	2,629,475	2,927,516	2,927,516	2,927,516	298,041	11%
Operating Transfers Out	478,578	478,578	462,215	462,215	462,215	(16,363)	-3%
Capital Outlay	63,400	63,400	-	-	-	(63,400)	-100%
subtotal	12,477,656	12,977,656	12,549,198	12,549,198	12,549,198	(428,458)	-3%
Contingency	11,412,124	10,912,124	7,610,601	7,610,601	7,610,601	(3,301,523)	-30%
Total Expenditures	23,889,780	23,889,780	20,159,799	20,159,799	20,159,799	(3,729,981)	-16%
Revenues under expenditures	(15,435,048)	(15,435,048)	(12,227,832)	(12,227,832)	(12,227,832)	3,207,216	-21%
Beginning Fund Balance	15,435,048	15,435,048	12,227,832	12,227,832	12,227,832	(3,207,216)	-21%
Ending Fund Balance \$	-	-	-	-	-	-	
FTE's	63.96	63.96	59.79	59.79	59.79	(4.17)	-7%

Budget Analysis:

Revenues decrease \$522,765 (6%). Expenditures, excluding Contingency, decrease \$428,458 (3%). Contingency decreases \$3,301,523 (30%). Beginning fund balance decreases \$(3,207,216) ((21)%).

Revenues are estimated to decrease with a decline in large commercial projects and the build out of North Bethany at 90%. Reduced submittals for commercial projects with an associated reduction in revenue is anticipated. Investment interest income is also expected to decline for the second year as the fund balance continues to decrease.

Expenditures are estimated to decrease, but at a disproportionate rate than the increase in revenue. Personnel costs comprise two-thirds of Building Services expenditures. Position reductions include 2.00 FTE Inspectors, 1.00 FTE Permit Technician and 1.00 FTE Plans Examiner. Medical expenses are anticipated to increase over the next two years as well as Liability Insurance.

Transfer to other funds increased as Planning and Development Services experienced unexpected costs for tenant improvements related to the seismic upgrade. Interfund expenditures increase due to increases in Information Technology Services (ITS) Personnel costs to support Building Services and County Cost Allocation Plan charges increase by 23%. Planning and Development Services has new permitting software, which has substantially increased the cost for ITS support. We expect this cost to decline with enhancements to processes.

The Statewide Transportation Improvement Fund (STIF) provides a dedicated source of funding to improve or expand public transportation service under House Bill (HB) 2017. The funds are eligible for use in transit planning, capital and operations to improve service in underserved areas, and reduce service fragmentation as defined in the STIF administrative rules.

1. **Transit Coordination (209-607005):** This organization unit began receiving funding in spring of 2019 with the first authorization by the Oregon Transportation Commission (OTC). The County will submit requests for funding for the next biennium beginning in fiscal year 2021-22. Future increases will be tied to increases in employee payroll tax in the areas in the county outside of SMART and Tri-Met service districts, an allocation increase by TriMet to the County for Regional Service Coordination and OTC awards of competitive STIF Discretionary Grants.

Program Description	Adopted	Modified	Proposed	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Transit Coordination	\$ 2,164,636	2,164,636	2,076,852	2,076,852	2,076,852	(87,784)	-4%
Total	2,164,636	2,164,636	2,076,852	2,076,852	2,076,852	(87,784)	-4%
by category							
Intergovernmental	2,147,136	2,147,136	1,467,839	1,467,839	1,467,839	(679,297)	-32%
Miscellaneous	17,500	17,500	11,942	11,942	11,942	(5,558)	-32%
Total Revenues	2,164,636	2,164,636	1,479,781	1,479,781	1,479,781	(684,855)	-32%
Materials & Services	2,092,636	2,092,636	1,462,373	1,462,373	1,462,373	(630,263)	-30%
Interdepartmental	54,500	54,500	5,476	5,476	5,476	(49,024)	-90%
subtotal	2,147,136	2,147,136	1,467,849	1,467,849	1,467,849	(679,287)	-32%
Contingency	17,500	17,500	609,003	609,003	609,003	591,503	3,380%
Total Expenditures	2,164,636	2,164,636	2,076,852	2,076,852	2,076,852	(87,784)	-4%
Revenues under Expenditures	-	-	(597,071)	(597,071)	(597,071)	(597,071)	0%
Beginning Fund Balance	-	-	597,071	597,071	597,071	597,071	0%
Ending Fund Balance \$	-	-	-	-	-	-	

Budget Analysis:

Revenues decrease \$684,855 (32%). Expenditures, excluding Contingency, decrease \$679,287 (32%). Contingency increases \$591,503 (3,380%).

Revenues are significantly reduced, but this is according to the funding plan approved by the Oregon Transportation Commission. Also, unspent STIF funds from the previous year will be part of the fund balance to be carried forward to the following year.

Nearly all expenditures are professional services payments to public transportation service providers in Washington County. Last year’s loan from General Fund has been repaid in full.

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. The funds are primarily used to reimburse programs for road maintenance work completed in specific MLIDs.

Program Description	Adopted	Modified	Proposed	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Maintenance Local Improvement District	\$ 355,958	355,958	329,230	329,230	329,230	(26,728)	-8%
Total	355,958	355,958	329,230	329,230	329,230	(26,728)	-8%
by category							
Miscellaneous	43,300	43,300	20,573	20,573	20,573	(22,727)	-52%
Total Revenues	43,300	43,300	20,573	20,573	20,573	(22,727)	-52%
Interdepartmental	101,852	101,852	12,911	12,911	12,911	(88,941)	-87%
Operating Transfers Out	289	289	238	238	238	(51)	-18%
subtotal	102,141	102,141	13,149	13,149	13,149	(88,992)	-87%
Contingency	253,817	253,817	316,081	316,081	316,081	62,264	25%
Total Expenditures	355,958	355,958	329,230	329,230	329,230	(26,728)	-8%
Revenues under expenditures	(312,658)	(312,658)	(308,657)	(308,657)	(308,657)	4,001	-1%
Beginning Fund Balance	312,658	312,658	308,657	308,657	308,657	(4,001)	-1%
Ending Fund Balance \$	-	-	-	-	-	-	

Budget Analysis:

Revenues decrease \$22,727 (52%). Expenditures, excluding Contingency, decrease \$88,992 (87%). Contingency increases \$62,264 (25%). Beginning fund balance decreases \$4,001 (1%).

There are five active Maintenance Local Improvement Districts (MLIDs). Budgeted revenues are level compared to last year, but expenditures are expected to decrease, as no major projects are scheduled for fiscal year 2020-21. Light scheduled maintenance will continue.

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.

1. **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	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Survey Development Review	\$ 1,690,663	1,690,663	1,849,869	1,849,869	1,849,869	159,206	9%
Total	1,690,663	1,690,663	1,849,869	1,849,869	1,849,869	159,206	9%
by category							
Charges for Services	561,215	561,215	561,215	561,215	561,215	-	0%
Interdepartmental	16,000	16,000	50,650	50,650	50,650	34,650	217%
Miscellaneous	36,000	36,000	26,580	26,580	26,580	(9,420)	-26%
Operating Transfers In	72,945	72,945	72,945	72,945	72,945	-	0%
Total Revenues	686,160	686,160	711,390	711,390	711,390	25,230	4%
Personnel Services	565,878	565,878	626,598	626,598	626,598	60,720	11%
Materials & Services	21,248	21,248	21,370	21,370	21,370	122	1%
Interdepartmental	284,891	284,891	243,147	243,147	243,147	(41,744)	-15%
Operating Transfers Out	32,880	32,880	31,986	31,986	31,986	(894)	-3%
Capital Outlay	-	-	-	-	-	-	0%
subtotal	904,897	904,897	923,101	923,101	923,101	18,204	2%
Contingency	785,766	785,766	926,768	926,768	926,768	141,002	18%
Total Expenditures	1,690,663	1,690,663	1,849,869	1,849,869	1,849,869	159,206	9%
Revenues under expenditures	(1,004,503)	(1,004,503)	(1,138,479)	(1,138,479)	(1,138,479)	(133,976)	13%
Beginning Fund Balance	1,004,503	1,004,503	1,138,479	1,138,479	1,138,479	133,976	13%
Ending Fund Balance \$	-	-	-	-	-	-	
FTE's	4.58	4.58	4.58	4.58	4.58	-	0%

Budget Analysis:

Revenues increase \$25,230 (4%). Expenditures, excluding Contingency, increase \$18,204 (2%). Contingency increases \$141,002 (18%). Beginning fund balance increases \$133,976 (13%).

Survey Fund revenues will increase slightly. This stems from increased reimbursements for survey work performed for the Public Land Corner (PLC) and Road Fund agencies. Careful fund management continues in order to maintain an appropriate fund balance.

A vacant Survey Technician position, that has been held vacant, will be filled and results in an increase in expenditures for Personnel Services. Other expenditure levels remain flat with the exception of a modest decrease in payments to PLC for performing assigned survey work. Overall expenditures remain close to previous-year levels

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Housing, Health and Human Services

- Affordable Housing Development Support*100-1675
- Public Health100-7030
- HHS Administration100-7040
- Animal Services100-7090
- Veteran Services100-7510
- Community Development Block Grant *164-9010
- Children, Youth & Families166-7050
- Developmental Disabilities191-7065
- Human Services192-7060
- Oregon Health Plan193-7080
- Mental Health HB 2145194-7070
- Health Share of Oregon195-7085
- Aging Services198-7520
- Mental Health Crisis Services199-7089
- Coordinated Care Organization203-7087
- Tri-County Risk Reserve207-7086
- Emergency Medical Services208-7010
- Housing Services *218-6510
- Metro Affordable Housing Bond *219-6520
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* Housing Programs

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	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Affordable Housing Development Support	\$ 4,000,000	4,000,000	4,000,000	4,000,000	4,000,000	-	0%
Community Development Block Grant	4,458,208	4,458,208	5,049,326	5,049,326	5,049,326	591,118	13%
Housing Services	11,221,866	11,666,310	13,209,037	13,209,037	13,209,037	1,542,727	13%
Metro Affordable Housing Bond	45,450,272	45,450,272	80,460,000	80,460,000	85,815,540	40,365,268	89%
HOME	4,711,893	4,711,893	4,326,597	4,326,597	4,326,597	(385,296)	-8%
Air Quality	1,494,105	1,494,105	1,515,506	1,515,506	1,515,506	21,401	1%
subtotal - Housing	71,336,344	71,780,788	108,560,466	108,560,466	113,916,006	42,135,218	59%
Public Health	21,063,191	25,510,691	24,065,358	24,065,358	24,065,358	(1,445,333)	-6%
Emergency Medical Services	1,437,039	1,437,039	1,597,664	1,597,664	1,597,664	160,625	11%
subtotal - Public Health	22,500,230	26,947,730	25,663,022	25,663,022	25,663,022	(1,284,708)	-5%
Aging Services	5,809,498	5,809,498	5,537,333	5,537,333	5,537,333	(272,165)	-5%
Veteran Services	1,256,749	1,286,749	1,336,941	1,336,941	1,336,941	50,192	4%
subtotal - Aging & Veteran Services	7,066,247	7,096,247	6,874,274	6,874,274	6,874,274	(221,973)	-3%
Developmental Disabilities	11,463,242	11,463,242	11,891,067	11,891,067	11,891,067	427,825	4%
Human Services	54,543,011	54,543,011	47,156,987	47,156,987	47,156,987	(7,386,024)	-14%
Oregon Health Plan	5,424,319	5,424,319	5,551,412	5,551,412	5,551,412	127,093	2%
Health Share of Oregon	18,757,491	18,757,491	6,694,251	6,694,251	6,694,251	(12,063,240)	-64%
Coordinated Care Organization	-	2,768,160	5,440,864	5,440,864	5,440,864	2,672,704	97%
Tri-County Risk Reserve	10,500,000	10,500,000	10,500,000	10,500,000	10,500,000	-	0%
Mental Health HB 2145	1,471,416	1,471,416	951,100	951,100	951,100	(520,316)	-35%
Mental Health Crisis Services	7,330,497	7,330,497	7,947,373	7,947,373	7,947,373	616,876	8%
Children, Youth & Families	5,814,674	5,814,674	3,210,986	3,210,986	3,210,986	(2,603,688)	-45%
subtotal - Human Services	115,304,650	118,072,810	99,344,040	99,344,040	99,344,040	(18,728,770)	-16%
HHS Administration	2,164,797	2,180,362	2,374,855	2,374,855	2,374,855	194,493	9%
Animal Services	2,999,645	2,999,645	3,133,066	3,133,066	3,133,066	133,421	4%
subtotal - Admin & Animal Services	5,164,442	5,180,007	5,507,921	5,507,921	5,507,921	327,914	6%
Totals	221,371,913	229,077,582	245,949,723	245,949,723	251,305,263	22,227,681	10%
General Fund	31,484,382	35,977,447	34,910,220	34,910,220	34,910,220	(1,067,227)	-3%
Special Funds	189,887,531	193,100,135	211,039,503	211,039,503	216,395,043	23,294,908	12%
Totals \$	221,371,913	229,077,582	245,949,723	245,949,723	251,305,263	22,227,681	10%
FTE's	399.30	404.50	416.50	416.50	416.50	12.00	3%

HOUSING, HEALTH & HUMAN SERVICES

BUDGET OVERVIEW

Category Description	Adopted	Modified	Proposed	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Licenses & Permits	\$ 5,658,299	5,658,299	6,227,041	6,227,041	6,227,041	568,742	10%
Intergovernmental	131,572,909	132,982,163	161,969,527	161,969,527	167,277,307	34,295,144	26%
Charges for Services	14,195,994	16,964,154	10,488,131	10,488,131	10,488,131	(6,476,023)	-38%
Fines & Forfeitures	41,000	41,000	50,000	50,000	50,000	9,000	22%
Interdepartmental	2,124,174	5,636,864	1,785,785	1,785,785	1,785,785	(3,851,079)	-68%
Miscellaneous	7,898,814	7,898,814	8,664,198	8,664,198	8,711,958	813,144	10%
Operating Transfers In	12,019,567	12,019,567	9,004,587	9,004,587	9,004,587	(3,014,980)	-25%
Total Revenues	173,510,757	181,200,861	198,189,269	198,189,269	203,544,809	22,343,948	12%
Personnel Services	45,962,550	47,806,075	50,480,998	50,480,998	50,480,998	2,674,923	6%
Materials & Services	72,253,737	77,135,454	59,197,752	59,197,752	59,245,512	(17,889,942)	-23%
Other	62,749,097	63,233,541	94,154,595	94,154,595	99,462,375	36,228,834	57%
Interdepartmental	5,171,583	5,665,066	6,634,923	6,634,923	6,634,923	969,857	17%
Operating Transfers Out	7,965,989	7,965,989	5,086,737	5,086,737	5,086,737	(2,879,252)	-36%
Capital Outlay	6,000	8,500	25,000	25,000	25,000	16,500	194%
subtotal	194,108,956	201,814,625	215,580,005	215,580,005	220,935,545	19,120,920	9%
Contingency	27,262,957	27,262,957	30,369,718	30,369,718	30,369,718	3,106,761	11%
Total Expenditures	221,371,913	229,077,582	245,949,723	245,949,723	251,305,263	22,227,681	10%
Revenues under expenditures	(47,861,156)	(47,876,721)	(47,760,454)	(47,760,454)	(47,760,454)	116,267	0%
General Fund Subsidy	12,498,397	12,513,962	12,647,489	12,647,489	12,647,489	133,527	1%
Special Funds Beginning Balances	35,362,759	35,362,759	35,112,965	35,112,965	35,112,965	(249,794)	-1%
Ending Fund Balances \$	-	-	-	-	-	-	

General Fund resources support the development of affordable housing county- wide.

1. **Affordable Housing Development Support (100-167505):** Provides funding to create permanent affordable housing for every low-income individuals and families county-wide.

Program Description	Adopted	Modified	Proposed	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Affordable Housing Development Support	\$ 4,000,000	4,000,000	4,000,000	4,000,000	4,000,000	-	0%
Total	4,000,000	4,000,000	4,000,000	4,000,000	4,000,000	-	0%
by category							
Total Revenues	-	-	-	-	-	-	0%
Materials & Services	4,000,000	4,000,000	4,000,000	4,000,000	4,000,000	-	0%
Total Expenditures	4,000,000	4,000,000	4,000,000	4,000,000	4,000,000	-	0%
General Fund Subsidy \$	4,000,000	4,000,000	4,000,000	4,000,000	4,000,000	-	0%

Budget Analysis:

This is the second year \$4 million from the General Fund has been committed to support the Affordable Housing Development activities county-wide.

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 the high-risk and general population at the earliest point of intervention so that communicable diseases can be identified and controlled; such as tuberculosis and HIV. This program 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 evidence-based home-visiting services for eligible mothers, children, and families in order to promote self-sufficiency and resilience. Coordinates activities of the Reproductive Health Coalition of Washington County and works to assure equitable access to reproductive health services.
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. This program includes Research, Analytics, Informatics & Data and Public Health Safety Net. In FY 2020-21 the Cities Readiness Initiative and Urban Area Security Initiative activity will move to the new Public Health Emergency Preparedness program
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.
10. **Public Health Emergency Preparedness (100-703050)**: Provides guidance and support to improve the emergency readiness of County Public Health programs and augments the community's preparedness and resilience through outreach, education, risk mitigation, response and incident management. The program was created in FY 2019-20 by combining activities previously budgeted in the Communicable Disease (Public Health Emergency Preparedness) and Public Health Administration (Cities Readiness Initiative) programs.

Public Health 100-7030

Budget Detail

Program Description	Adopted	Modified	Proposed	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Environmental Health	\$ 2,888,133	2,888,133	3,003,635	3,003,635	3,003,635	115,502	4%
Communicable Disease	4,706,975	4,709,475	4,791,950	4,791,950	4,791,950	82,475	2%
Medical Examiner	524,862	524,862	670,332	670,332	670,332	145,470	28%
Solid Waste and Recycling	2,210,719	2,210,719	2,373,250	2,373,250	2,373,250	162,531	7%
Maternal and Child Health	4,474,302	4,569,302	6,043,494	6,043,494	6,043,494	1,474,192	32%
Public Health Administration	1,765,186	6,115,186	2,165,749	2,165,749	2,165,749	(3,949,437)	-65%
Health Equity, Policy and Planning	744,675	744,675	1,301,905	1,301,905	1,301,905	557,230	75%
Vital Records	365,404	365,404	379,236	379,236	379,236	13,832	4%
Women, Infants and Children (WIC)	2,790,207	2,790,207	2,782,535	2,782,535	2,782,535	(7,672)	0%
Public Health Emergency Preparedness	592,728	592,728	553,272	553,272	553,272	(39,456)	-7%
Total	21,063,191	25,510,691	24,065,358	24,065,358	24,065,358	(1,445,333)	-6%
by category							
Licenses & Permits	3,923,300	3,923,300	4,463,139	4,463,139	4,463,139	539,839	14%
Intergovernmental	9,148,951	10,083,761	10,317,259	10,317,259	10,317,259	233,498	2%
Charges for Services	2,100,550	2,100,550	3,445,467	3,445,467	3,445,467	1,344,917	64%
Interdepartmental	188,945	3,701,635	324,114	324,114	324,114	(3,377,521)	-91%
Miscellaneous	434,917	434,917	441,530	441,530	441,530	6,613	2%
Operating Transfers In	149,486	149,486	15,000	15,000	15,000	(134,486)	-90%
Total Revenues	15,946,149	20,393,649	19,006,509	19,006,509	19,006,509	(1,387,140)	-7%
Personnel Services	14,400,467	14,600,467	16,689,835	16,689,835	16,689,835	2,089,368	14%
Materials & Services	5,874,000	10,024,000	6,358,821	6,358,821	6,358,821	(3,665,179)	-37%
Other	622,553	692,553	717,553	717,553	717,553	25,000	4%
Interdepartmental	160,171	185,171	274,149	274,149	274,149	88,978	48%
Capital Outlay	6,000	8,500	25,000	25,000	25,000	16,500	194%
Total Expenditures	21,063,191	25,510,691	24,065,358	24,065,358	24,065,358	(1,445,333)	-6%
General Fund Subsidy \$	5,117,042	5,117,042	5,058,849	5,058,849	5,058,849	(58,193)	-1%
FTE's	124.85	128.85	136.75	136.75	136.75	7.90	6%

Budget Analysis:

Revenues decrease \$1,387,140 (7%). Expenditures decrease \$1,445,333 (6%). General Fund subsidy decreases \$58,193 (1%).

Revenues are expected to increase due to the implementation of a license to regulate retailers selling tobacco products within the County in early fiscal year 2020-21 by the Health Equity, Policy & Planning (HEPP) program and new funding from coordinated care organizations to support two HEPP programs, the Community Health Improvement Plan (CHIP) and the Maternal & Child Health (MCH) and Women, Infants & Children (WIC). Revenue increases are partially offset by the elimination of transfers from the Air Quality fund (organization unit 244-9030) to support woodsmoke reduction education and outreach activities and by the reduced support for the suicide prevention program due to the loss of State funding.

Personnel Services increase due to salaries, retirement costs, and health benefits as well as staffing additions that are funded by revenue increases. Added positions during fiscal year 2019-20 include: 1.00 FTE Department Communications Coordinator I to provide communications support to the public health division; 1.00 FTE Program Communication and Education Specialist to increase capacity for disease control and prevention activities; and 1.00 FTE Community Health Nurse Supervisor; 1.00 FTE Program Communication and Education Specialist to begin implementation of Family Connects, a state-mandated program led by the MCH program to provide universally offered home visiting for babies born within the County. Additionally, 6.00 FTE Community Health Nurse II and 1.00 FTE Community Health Worker II to support the first phase of the Family Connects program rollout and 2.00 FTE Program Specialist to support tobacco retail licensure efforts led by the HEPP program. The increases are partially offset by a reduction of 1.00 FTE Nutrition Technician in the WIC program and the transfer of 0.10 FTE Department Communications Coordinator from the Environmental Health program to HHS Administration (organization unit 100-7040).

Materials & Services increase primarily due to new initiatives to offer nurse home visiting to families of babies born within the County (\$373,148) and program costs to license and regulate retailers selling tobacco products within the County (\$153,201), as well as increases in support for school-based health centers prioritized by the Board of Commissioners (\$300,000). These increases are partially offset by decreases in contracts with community partners who will now be paid directly from the State which includes the Cities Readiness Initiative in Public Health Emergency Preparedness (PHEP) and public health modernization funding which moved from the Communicable Disease program to the Administration program during FY 2019-20.

Provides management and administrative services to the divisions and programs of Health and Human Services: Public Health, Human Services, Developmental Disabilities 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 (100-704005):** Provides management and administrative services to the divisions and programs of Health and Human Services (HHS).

Program Description	Adopted	Modified	Proposed	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
HHS Administration	\$ 2,164,797	2,180,362	2,374,855	2,374,855	2,374,855	194,493	9%
Total	2,164,797	2,180,362	2,374,855	2,374,855	2,374,855	194,493	9%
by category							
Interdepartmental	1,053,654	1,053,654	1,212,288	1,212,288	1,212,288	158,634	15%
Total Revenues	1,053,654	1,053,654	1,212,288	1,212,288	1,212,288	158,634	15%
Personnel Services	2,010,205	2,010,205	2,146,386	2,146,386	2,146,386	136,181	7%
Materials & Services	147,092	162,657	214,469	214,469	214,469	51,812	32%
Other	7,500	7,500	14,000	14,000	14,000	6,500	87%
Total Expenditures	2,164,797	2,180,362	2,374,855	2,374,855	2,374,855	194,493	9%
General Fund Subsidy	\$ 1,111,143	1,126,708	1,162,567	1,162,567	1,162,567	35,859	3%
FTE's	14.90	14.90	15.00	15.00	15.00	0.10	1%

Budget Analysis:

Revenues increase \$158,634 (15%). Expenditures increase \$194,493 (9%). General Fund subsidy increases \$35,859 (3%).

Intradepartmental revenue increases by 15% 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.

Expenditures for Materials & Services increase due primarily to advancing the work in Health & Human Services strategic planning and initiatives as well as for the subscription costs of a LiveStories data software which provides useful data internally and externally and was previously budgeted in the Public Health budget.

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

Other expenditures increase and allows for six \$2,000 sponsorships to community partners and \$2,000 for hosting costs.

The General Fund subsidy increases by 3% to support these increased costs.

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.

1. **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	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Animal Services	\$ 2,999,645	2,999,645	3,133,066	3,133,066	3,133,066	133,421	4%
Total	2,999,645	2,999,645	3,133,066	3,133,066	3,133,066	133,421	4%
by category							
Licenses & Permits	1,182,900	1,182,900	1,193,000	1,193,000	1,193,000	10,100	1%
Charges for Services	149,500	149,500	160,800	160,800	160,800	11,300	8%
Fines & Forfeitures	41,000	41,000	50,000	50,000	50,000	9,000	22%
Miscellaneous	319,300	319,300	327,300	327,300	327,300	8,000	3%
Total Revenues	1,692,700	1,692,700	1,731,100	1,731,100	1,731,100	38,400	2%
Personnel Services	2,428,682	2,428,682	2,518,975	2,518,975	2,518,975	90,293	4%
Materials & Services	542,463	542,463	573,151	573,151	573,151	30,688	6%
Other	28,500	28,500	40,940	40,940	40,940	12,440	44%
Total Expenditures	2,999,645	2,999,645	3,133,066	3,133,066	3,133,066	133,421	4%
General Fund Subsidy \$	1,306,945	1,306,945	1,401,966	1,401,966	1,401,966	95,021	7%
FTE's	25.00	25.00	25.00	25.00	25.00	-	0%

Budget Analysis:

Revenues increase \$38,400 (2%). Expenditures increase \$133,421 (4%). General Fund subsidy increases \$95,021 (7%).

Revenue increases are due to dog license, animal impound, euthanasia and kennel fees. These increases in revenue are offset by a reduction in incinerator fees which were discontinued due to the decommissioning of the equipment. Other licenses also decreased because Animal Rescue Entity licenses will now be regulated by the State.

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

Materials & Services increase due to supplies, utilities, permits, licenses and fees, bank service charges and bad debt expense as a result of providing more services to the community. These increases are offset by small shifts throughout the organization unit, most significantly, the decrease in officer uniform costs and refunds.

In summary, this budget request maintains current service levels.

Veteran Services provides assistance to veterans and their dependents in obtaining federal, state and local benefits and services. This is accomplished through assistance in filing claims for veterans’ benefits with the federal and state Veteran Affairs department; acting as a representative for veterans in disputes on claims against the U.S. Department of Veterans Affairs and providing 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 and services.

Program Description	Adopted	Modified	Proposed	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Veteran Services	\$ 1,256,749	1,286,749	1,336,941	1,336,941	1,336,941	50,192	4%
Total	1,256,749	1,286,749	1,336,941	1,336,941	1,336,941	50,192	4%
by category							
Intergovernmental	293,482	323,482	312,834	312,834	312,834	(10,648)	-3%
Total Revenues	293,482	323,482	312,834	312,834	312,834	(10,648)	-3%
Personnel Services	1,128,508	1,128,508	1,189,469	1,189,469	1,189,469	60,961	5%
Materials & Services	127,421	157,421	138,672	138,672	138,672	(18,749)	-12%
Other	800	800	8,800	8,800	8,800	8,000	1,000%
Interdepartmental	20	20	-	-	-	(20)	-100%
Total Expenditures	1,256,749	1,286,749	1,336,941	1,336,941	1,336,941	50,192	4%
General Fund Subsidy \$	963,267	963,267	1,024,107	1,024,107	1,024,107	60,840	6%
FTE's	10.65	10.65	10.77	10.77	10.77	0.12	1%

Budget Analysis:

Revenues decrease \$10,648 (3%). Expenditures increase \$50,192 (4%). General Fund subsidy increases \$60,840 (6%).

Revenue reflects a 7% increase due to an increase in Oregon Department of Veterans’ Affairs (ODVA) grant funds through growth in state funds from the Oregon Lottery for program enhancement and expansion, as well as an increase in Veterans Suicide Awareness and Prevention funds.

Personnel Services increase due primarily to salaries, retirement costs and health benefits, as well as a shift in allocation to add 0.10 FTE for the Disability, Aging & Veteran Services (DAVS) Accounting Assistant II and 0.02 FTE for the Senior Program Coordinator to reflect Veteran Services’ portion of accounting and contracting administrative needs. Materials & Services increase primarily due for supplies to support additional clients.

With the exception of the small FTE reallocation, this program budget maintains current service levels.

The Office of Community Development manages the Community Development Block Grant (CDBG) program on behalf of the urban County and its nine city CDBG consortium members. The funds are used for the development of viable urban communities, decent housing, a suitable living environment, and expanding economic opportunities for persons with low to moderate incomes. All program activities must meet one of three national objectives: 1) benefit low to moderate income persons, 2) prevent or eliminate slum or blight, or 3) meet other urgent community development needs which pose a serious threat to the community's health or welfare. In addition to the CDBG program, the Office of Community Development also administers the Emergency Solutions Grant (ESG) Program which provides support (outreach, shelter operations, prevention and re-housing assistance) for homeless and at-risk households.

1. **CDBG Administration (164-901005)**: Ensures compliance with federal programs and cross-cutting regulations; informs community members of funding cycle opportunities and ways to engage in assessing housing and community development needs and informing actions and priorities; provides technical assistance to potential sponsors; provides planning, program and activity design; and ensures accountability and control of Department of Housing and Urban Development federal funding.
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 home access and repair for the disabled and elderly (HARDE) grant program.
4. **Neighborhood Stabilization (164-901020)**: The Neighborhood Stabilization Program (NSP) is a program that was funded under the Housing and Economic Recovery Act (HERA) of 2008 and is intended to address foreclosed properties in targeted areas throughout the County that are either undergoing high incidences of foreclosures or are at risk of foreclosure. While this 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 may approve periodic transfers of funds generated as program income to the CDBG Program. Those funds will be used to support the Housing Rehabilitation 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. **Hillsboro Housing Rehabilitation (164-901045)**: The City of Hillsboro allocates a portion of its CDBG funds to Washington County Office of Community Development to manage the city's housing rehabilitation program. The funds are used for administration, project management and the hard costs of construction for approximately 16 households annually.

Community Development Block Grant 164-9010

Budget Detail

Program Description	Adopted	Modified	Proposed	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
CDBG Administration	\$ 811,639	811,639	831,888	831,888	831,888	20,249	2%
Project Administration	2,794,365	2,794,365	3,132,758	3,132,758	3,132,758	338,393	12%
Housing	382,966	382,966	343,180	343,180	343,180	(39,786)	-10%
Neighborhood Stabilization	98,544	98,544	347,642	347,642	347,642	249,098	253%
Emergency Solutions Grant	169,025	169,025	192,189	192,189	192,189	23,164	14%
Hillsboro Housing Rehabilitation	201,669	201,669	201,669	201,669	201,669	-	0%
Total	4,458,208	4,458,208	5,049,326	5,049,326	5,049,326	591,118	13%
by category							
Intergovernmental	3,869,061	3,869,061	4,538,453	4,538,453	4,538,453	669,392	17%
Interdepartmental	-	-	22,870	22,870	22,870	22,870	0%
Miscellaneous	107,764	107,764	-	-	-	(107,764)	-100%
Operating Transfers In	170,000	170,000	245,000	245,000	245,000	75,000	44%
Total Revenues	4,146,825	4,146,825	4,806,323	4,806,323	4,806,323	659,498	16%
Personnel Services	799,043	799,043	907,861	907,861	907,861	108,818	14%
Materials & Services	478,410	478,410	593,039	593,039	593,039	114,629	24%
Other	2,974,258	2,974,258	3,362,383	3,362,383	3,362,383	388,125	13%
Interdepartmental	206,497	206,497	186,043	186,043	186,043	(20,454)	-10%
subtotal	4,458,208	4,458,208	5,049,326	5,049,326	5,049,326	591,118	13%
Contingency	-	-	-	-	-	-	0%
Total Expenditures	4,458,208	4,458,208	5,049,326	5,049,326	5,049,326	591,118	13%
Revenues under expenditures	(311,383)	(311,383)	(243,003)	(243,003)	(243,003)	68,380	-22%
Beginning Fund Balance	311,383	311,383	243,003	243,003	243,003	(68,380)	-22%
Ending Fund Balance \$	-	-	-	-	-	-	
FTE's	6.28	6.28	6.28	6.28	6.28	-	0%

Budget Analysis:

Revenues increase \$659,498 (16%). Expenditures increase \$591,118 (13%). Beginning fund balance decreases \$68,380 (22%).

Community Development Block Grant and Emergency Solutions Grant project expenditure increases are attributed to carryforward projects from prior years and are offset by corresponding intergovernmental revenue increases from the U.S. Department of Housing and Urban Development.

Material & Services expenditure increases are primarily attributed to pass-through funds (\$250,000) received from the State of Oregon to support Proud Ground in improving affordability and expanding homeownership opportunities for families with low to moderate-income.

County General Fund transfer reflects a \$75,000 increase from the prior year. A portion of this increase will fund outreach activities and fair housing and tenant/landlord education to ensure people in protected classes and underserved communities understand their rights and options when they experience discriminatory practices. Administrative cost increases in the amount of \$47,930 from the prior year will continue to fund a temporary position to research options to preserve manufactured home parks which provide limited affordable housing stock; the Metro Bond Affordable Housing Program to administer Davis-Bacon regulatory requirements, and support the implementation of a new software system for loan portfolio asset management, and costs increases associated with salaries, retirement costs, health benefits and indirect costs.

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. **Children, Youth & Families (166-705010):** Children, Youth & Families (CYF) improves the quality of life for children prenatal to 18 and their families in the County through a combination of systems improvements, strengthening coordination across sectors, engaging families in collaborative planning, capacity building for providers and direct services. An underlying driver of the team's efforts is the pursuit of equity by addressing gaps and root causes. These efforts fall into three main areas: early learning, family support and youth development.

Early Learning:

The team hosts one of 16 Early Learning Hubs funded by the state. Early learning services supports a variety of programs to prepare a child to be ready for kindergarten. The Hub works across sectors 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 an effort 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 provide services for children who are currently involved in or at high risk of being involved 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 team coordinates and is continuing to build a coordinated referral system to assist expecting child families and children prenatal through age five find a range of needed supports.

Youth Development:

CYF provides youth development projects to promote healthy and less disruptive behavior. This includes the coordination of the County's Substance Use Prevention collaboration and the Nurture Oregon collaboration to promote PAX Good Behavior Game, a trauma-informed classroom approach that addresses many root causes of substance abuse and other life challenges. The team also supports culturally-specific programs targeting Latina youth – the Chicas program run by Adelante Mujeres – and the SPACE Program targeting African immigrants run by the Center for African Immigrant Refugee Organization (CAIRO) based in Portland.

Children, Youth & Families 166-7050

Budget Detail

Program Description	Adopted	Modified	Proposed	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Children, Youth & Families	\$ 5,814,674	5,814,674	3,210,986	3,210,986	3,210,986	(2,603,688)	-45%
Total	5,814,674	5,814,674	3,210,986	3,210,986	3,210,986	(2,603,688)	-45%
by category							
Intergovernmental	4,835,493	4,835,493	2,223,620	2,223,620	2,223,620	(2,611,873)	-54%
Interdepartmental	98,083	98,083	7,000	7,000	7,000	(91,083)	-93%
Miscellaneous	31,500	31,500	38,000	38,000	38,000	6,500	21%
Operating Transfers In	236,250	236,250	206,260	206,260	206,260	(29,990)	-13%
Total Revenues	5,201,326	5,201,326	2,474,880	2,474,880	2,474,880	(2,726,446)	-52%
Personnel Services	768,957	768,957	649,422	649,422	649,422	(119,535)	-16%
Materials & Services	4,111,149	4,111,149	1,653,020	1,653,020	1,653,020	(2,458,129)	-60%
Other	6,700	6,700	6,705	6,705	6,705	5	0%
Interdepartmental	274,349	274,349	191,542	191,542	191,542	(82,807)	-30%
Operating Transfers Out	40,171	40,171	30,916	30,916	30,916	(9,255)	-23%
subtotal	5,201,326	5,201,326	2,531,605	2,531,605	2,531,605	(2,669,721)	-51%
Contingency	613,348	613,348	679,381	679,381	679,381	66,033	11%
Total Expenditures	5,814,674	5,814,674	3,210,986	3,210,986	3,210,986	(2,603,688)	-45%
Revenues under expenditures	(613,348)	(613,348)	(736,106)	(736,106)	(736,106)	(122,758)	20%
Beginning Fund Balance	613,348	613,348	736,106	736,106	736,106	122,758	20%
Ending Fund Balance \$	-	-	-	-	-	-	
FTE's	6.00	7.00	5.00	5.00	5.00	(2.00)	-29%

Budget Analysis:

Revenues decrease \$2,726,446 (52%). Expenditures, excluding Contingency, decrease \$2,669,721 (51%). Contingency increases \$66,033 (11%). Beginning fund balance increases \$122,758 (20%).

Revenue decreased more than 50% due to a state restructure in Preschool Promise funding which amounts to a \$2.3 million loss. This loss of revenue contributes to a reduction of a Family Resource Coordinator and Kindergarten Readiness Partnership Innovation revenue, the discontinuation of Family Child Care Network funding, and the Youth Development Division grant transferring to Human Services. These reductions in revenue are slightly offset by an increase in Black Student Success and an anticipated agreement for Parenting Education Funding.

Expenditures decrease in alignment with revenue with the exception of a limited duration Program Coordinator position that moved to Human Services with the Youth Development Division grant agreement but will be partially funded by CYF fund balance over the summer. CYF's fund balance will exceed \$700,000, which provides a comfortable glide path for this anticipated programmatic reduction.

Contingency represents funds held in reserve for future appropriations.

Developmental Disabilities 191-7065

Budget Detail

This organization unit administers support services for persons with developmental disabilities. Washington County receives funding from the State of Oregon to operate a Community Developmental Disabilities Program (CDDP).

1. **Developmental Disabilities Services (191-706505):** Provides needs assessment, planning, monitoring and evaluation of persons with developmental disabilities.

Program Description	Adopted	Modified	Proposed	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Developmental Disabilities Services	\$ 11,463,242	11,463,242	11,891,067	11,891,067	11,891,067	427,825	4%
Total	11,463,242	11,463,242	11,891,067	11,891,067	11,891,067	427,825	4%
by category							
Intergovernmental	9,368,325	9,368,325	11,841,067	11,841,067	11,841,067	2,472,742	26%
Miscellaneous	25,000	25,000	25,000	25,000	25,000	-	0%
Operating Transfers In	2,069,917	2,069,917	-	-	-	(2,069,917)	-100%
Total Revenues	11,463,242	11,463,242	11,866,067	11,866,067	11,866,067	402,825	4%
Personnel Services	8,633,560	8,633,560	9,469,365	9,469,365	9,469,365	835,805	10%
Materials & Services	1,038,272	1,038,272	862,267	862,267	862,267	(176,005)	-17%
Other	35,000	35,000	500	500	500	(34,500)	-99%
Interdepartmental	1,289,889	1,289,889	1,529,268	1,529,268	1,529,268	239,379	19%
subtotal	10,996,721	10,996,721	11,861,400	11,861,400	11,861,400	864,679	8%
Contingency	466,521	466,521	29,667	29,667	29,667	(436,854)	-94%
Total Expenditures	11,463,242	11,463,242	11,891,067	11,891,067	11,891,067	427,825	4%
Revenues under Expenditures	-	-	(25,000)	(25,000)	(25,000)	(25,000)	0%
Beginning Fund Balance	-	-	25,000	25,000	25,000	25,000	0%
Ending Fund Balance \$	-	-	-	-	-	-	
FTE's	77.80	77.80	81.10	81.10	81.10	3.30	4%

Budget Analysis:

Revenues increase \$402,825 (4%). Expenditures, excluding Contingency, increase \$864,679 (8%). Contingency decreases \$436,854 (94%).

The Developmental Disability Services program has grown dramatically over the past few years due to changes in eligibility requirements by the State Legislature, which significantly increased the number of individuals eligible to be served. Due to these changes, beginning fiscal year 2020-21, a new Division of Developmental Disability Services will be created which will be separate from the Division of Human Services.

Revenue increases are due to growth of the program and an additional allocation from the State. Revenue consists of funds from a State mental health grant and investment interest income.

Personnel Services increase due to salaries, retirement costs, health benefits and the addition of 1.00 FTE Division Manager, and 2.00 FTE Mental Health Service Coordinators to assist with increasing case management loads to effectively serve community members. Expenditures for Materials & Services increase due to rising operating and administrative costs to manage the program.

This organization unit is responsible for the delivery of community human services including treatment and support for 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 and addictions services. Develops and implements needed services in the community and provides input in statewide service development.
2. **Mental Health Services** (192-706010): Provides services that range from outpatient treatment including brief crisis response to more intensive residential treatment skill training, vocational and medication management for adults with chronic mental illness. County staff also investigates petitions regarding the Civil Commitment of an alleged mentally ill person.
3. **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 services are coordinated for the individual client by the department's service coordination staff. This unit was administratively moved to a new fund and organization unit, Developmental Disability (Fund 191), in fiscal year 2019-20. The move represents an effort to manage scarce funding for this important service.

Human Services 192-7060

Budget Detail

Program Description	Adopted	Modified	Proposed	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Human Services Administration	\$ 6,080,765	6,080,765	7,139,012	7,139,012	7,139,012	1,058,247	17%
Mental Health Services	31,981,773	31,981,773	29,666,699	29,666,699	29,666,699	(2,315,074)	-7%
Children's Human Services	2,886,652	2,886,652	2,450,984	2,450,984	2,450,984	(435,668)	-15%
Alcohol & Drug Services	11,558,904	11,558,904	7,900,292	7,900,292	7,900,292	(3,658,612)	-32%
Developmental Disability Services	2,034,917	2,034,917	-	-	-	(2,034,917)	-100%
Total	54,543,011	54,543,011	47,156,987	47,156,987	47,156,987	(7,386,024)	-14%
by category							
Intergovernmental	45,645,842	45,645,842	38,235,196	38,235,196	38,235,196	(7,410,646)	-16%
Charges for Services	9,000	9,000	9,000	9,000	9,000	-	0%
Interdepartmental	311,127	311,127	169,134	169,134	169,134	(141,993)	-46%
Miscellaneous	639,100	639,100	630,600	630,600	630,600	(8,500)	-1%
Operating Transfers In	2,173,559	2,173,559	2,230,074	2,230,074	2,230,074	56,515	3%
Total Revenues	48,778,628	48,778,628	41,274,004	41,274,004	41,274,004	(7,504,624)	-15%
Personnel Services	4,183,273	4,183,273	5,055,991	5,055,991	5,055,991	872,718	21%
Materials & Services	39,264,873	39,264,873	31,977,827	31,977,827	31,977,827	(7,287,046)	-19%
Other	11,448	11,448	40,756	40,756	40,756	29,308	256%
Interdepartmental	731,499	731,499	898,232	898,232	898,232	166,733	23%
Operating Transfers Out	5,433,224	5,433,224	4,133,021	4,133,021	4,133,021	(1,300,203)	-24%
subtotal	49,624,317	49,624,317	42,105,827	42,105,827	42,105,827	(7,518,490)	-15%
Contingency	4,918,694	4,918,694	5,051,160	5,051,160	5,051,160	132,466	3%
Total Expenditures	54,543,011	54,543,011	47,156,987	47,156,987	47,156,987	(7,386,024)	-14%
Revenues under expenditures	(5,764,383)	(5,764,383)	(5,882,983)	(5,882,983)	(5,882,983)	(118,600)	2%
Beginning Fund Balance	5,764,383	5,764,383	5,882,983	5,882,983	5,882,983	118,600	2%
Ending Fund Balance \$	-	-	-	-	-	-	
FTE's	32.93	32.93	38.61	38.61	38.61	5.68	17%

Budget Analysis:

Revenues decrease \$7,504,624 (15%). Expenditures, excluding Contingency, decrease \$7,518,490 (15%). Contingency increases \$132,466 (3%). Beginning fund balance increases \$118,600 (2%).

The Developmental Disability Services program was administratively moved to a new fund and organization unit (Fund 191) in fiscal year 2019-20. This move required a budget adjustment for carryforward revenues and expenditures for transfers to other funds in the prior year budget that is not included in FY 2020-21. This adjustment results in a decrease in carryforward revenues, interfund revenues, and interfund expenditures that were budgeted in the prior year.

Accrual of significant carryover and fund balances in this organization unit have provided opportunities for new investments in our system of care. Recent years have focused on crisis services (e.g., Hawthorn Walk-In Center), peer services, and housing for individuals with mental health and substance use issues (e.g, Noble House). New investments proposed include: exploring the possibility of a new triage and treatment center for individuals with substance use conditions and continued investment in housing for individuals with special needs.

Revenues decrease due to reduction of funds from the state inter-governmental grant agreement due to a change in how funds for residential services are paid, not for a reduction in services provided. There is also a reduction of grant carryforward funds that are subject to settlement for the mental health and addictions programs, and therefore moved into a liability account in FY 2019-20. This is offset by an additional grant agreement from the Department of Education that moved from the Children Youth and Families program to the Children's Human Services program.

Expenditures for Materials & Services decrease due to reduction in general supplies, contracted services, and professional services to align with the reduction in state grant revenue. This is offset by an increase in Personnel Services related to increasing administration costs, salaries, retirement costs, health benefits, as well as the addition of 1.00 FTE Mental health Services Supervisor in the Mental Health program, and 1.00 FTE Program Coordinator moved from the Children, Youth and Families program to the Children's Human Services program.

The General Fund transfer increases are due salaries, retirement cost and benefits. These funds are used for mental health services for crisis response (Hawthorn); 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 (CARES), and the mental health response team that works with the Sheriff's Office.

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.

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

Program Description	Adopted	Modified	Proposed	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
OHP Mental Health Organization	\$ 5,424,319	5,424,319	5,551,412	5,551,412	5,551,412	127,093	2%
Total	5,424,319	5,424,319	5,551,412	5,551,412	5,551,412	127,093	2%
by category							
Miscellaneous	135,000	135,000	108,851	108,851	108,851	(26,149)	-19%
Total Revenues	135,000	135,000	108,851	108,851	108,851	(26,149)	-19%
subtotal	-	-	-	-	-	-	0%
Contingency	5,424,319	5,424,319	5,551,412	5,551,412	5,551,412	127,093	2%
Total Expenditures	5,424,319	5,424,319	5,551,412	5,551,412	5,551,412	127,093	2%
Revenues under expenditures	(5,289,319)	(5,289,319)	(5,442,561)	(5,442,561)	(5,442,561)	(153,242)	3%
Beginning Fund Balance	5,289,319	5,289,319	5,442,561	5,442,561	5,442,561	153,242	3%
Ending Fund Balance \$	-	-	-	-	-	-	-

Budget Analysis:

Revenues decrease \$26,149 (19%). Contingency increases \$127,093 (2%). Beginning fund balance increases \$153,242 (3%).

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 for the provision of OHP mental health services.

Although state revenue for the OHP – Mental Health Program has ended, fund balance increased due to investment interest income.

Contingency increase represents funds restricted for mental health services which are held in reserve for future appropriations. The \$5,551,412 in Contingency may be used in the future to help fund a permanent facility for the leased Hawthorn Walk- In Center.

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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 all beer and wine tax revenues received by the County which are 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 assures 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	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Mental Health HB 2145	\$ 1,471,416	1,471,416	951,100	951,100	951,100	(520,316)	-35%
Total	1,471,416	1,471,416	951,100	951,100	951,100	(520,316)	-35%
by category							
Operating Transfers Out	450,000	450,000	371,688	371,688	371,688	(78,312)	-17%
subtotal	450,000	450,000	371,688	371,688	371,688	(78,312)	-17%
Contingency	1,021,416	1,021,416	579,412	579,412	579,412	(442,004)	-43%
Total Expenditures	1,471,416	1,471,416	951,100	951,100	951,100	(520,316)	-35%
Revenues under expenditures	(1,471,416)	(1,471,416)	(951,100)	(951,100)	(951,100)	520,316	-35%
Beginning Fund Balance	1,471,416	1,471,416	951,100	951,100	951,100	(520,316)	-35%
Ending Fund Balance \$	-	-	-	-	-	-	-

Budget Analysis:

Expenditures, excluding Contingency, decrease \$78,312 (17%). Contingency decreases \$442,004 (43%). Beginning fund balance decreases \$520,316 (35%).

The beginning fund balance decreases as a result of transfers to Human Services Fund 192 to support addiction-related services.

Expenditures decrease by \$520,316 due to a transfer to the Human Services Fund 192 to support personnel and housing costs in the addictions program. The total transfer in fiscal year 2020-21 will be less than in prior years.

Contingency decreases 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 additional benefits for Oregon Health Plan (OHP) members. HSO contracts with Washington County to manage the mental health benefits for OHP County members. This organization unit replaces the OHP, which was the previous Mental Health Organization agreement with the State for which the County was responsible for similar functions. HSO began operations on September 1, 2012.

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

Program Description	Adopted	Modified	Proposed	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Health Share of Oregon (HSO)	\$ 18,757,491	18,757,491	6,694,251	6,694,251	6,694,251	(12,063,240)	-64%
Total	18,757,491	18,757,491	6,694,251	6,694,251	6,694,251	(12,063,240)	-64%
by category							
Charges for Services	11,931,444	11,931,444	-	-	-	(11,931,444)	-100%
Miscellaneous	44,000	44,000	189,449	189,449	189,449	145,449	331%
Total Revenues	11,975,444	11,975,444	189,449	189,449	189,449	(11,785,995)	-98%
Personnel Services	4,073,678	4,073,678	134,750	134,750	134,750	(3,938,928)	-97%
Materials & Services	5,606,089	5,606,089	3,648	3,648	3,648	(5,602,441)	-100%
Other	5,522	5,522	-	-	-	(5,522)	-100%
Interdepartmental	875,664	875,664	1,278,737	1,278,737	1,278,737	403,073	46%
Operating Transfers Out	1,470,000	1,470,000	-	-	-	(1,470,000)	-100%
subtotal	12,030,953	12,030,953	1,417,135	1,417,135	1,417,135	(10,613,818)	-88%
Contingency	6,726,538	6,726,538	5,277,116	5,277,116	5,277,116	(1,449,422)	-22%
Total Expenditures	18,757,491	18,757,491	6,694,251	6,694,251	6,694,251	(12,063,240)	-64%
Revenues under Expenditures	(6,782,047)	(6,782,047)	(6,504,802)	(6,504,802)	(6,504,802)	277,245	-4%
Beginning Fund Balance	6,782,047	6,782,047	6,504,802	6,504,802	6,504,802	(277,245)	-4%
Ending Fund Balance \$	-	-	-	-	-	-	
FTE's	33.27	33.27	1.00	1.00	1.00	(32.27)	-97%

Budget Analysis:

Revenues decrease \$11,785,995 (98%). Expenditures, excluding Contingency, decrease \$10,613,818 (88%). Contingency decreases \$1,449,422 (22%). Beginning fund balance decreases \$277,245 (4%).

Health Share of Oregon (HSO) is a large coordinated care organization (CCO) that operates a tri-county Medicaid system of care through multiple partners including the three counties of the Portland metropolitan area. Washington County is a founding member of this organization.

The HSO fund consists of Medicaid funds used to manage Oregon Health Plan (OHP) mental health and addiction benefits for Washington County residents enrolled in HSO for the period between 2012 through the end of 2019.

Revenues and expenses significantly decrease due to Washington County's role in providing managed Medicaid plan administration through the HSO fund which ended on December 31, 2019. Beginning January 1, 2020, Washington County's role substantially changed, leading to the development of a new Fund 203 for Coordinated Care Organization (CCO 2.0) to ensure funds are managed in accordance with new contractual requirements. The 33.27 FTE will be reduced to 1.00 FTE in FY 2020-21.

Expenditures include Personnel Services and associated operational and administrative costs for 1.00 FTE Senior Mental Health Services Coordinator to serve on the Washington County Substance Use Care Coordination Team. Other expenditures include capital development of a comprehensive substance use treatment center, Center for Addictions Triage and Treatment (CATT), located in Washington County.

Contingency represents funds that are restricted for HSO use in future appropriations.

Aging Services helps older adults and people with physical disabilities access in-home and community-based resources that address basic needs and enhance their quality of life. This mission is fulfilled through the development of a comprehensive, coordinated system of services and programs. The division and its advisory council focus on addressing the concerns of those persons in greatest social and economic need to maximize their ability to live in community, 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 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.
5. ***Housing Coordination*** (198-752060): Housing Coordination is aimed at housing older adults through grants and staff specializing in this area.

Aging Services 198-7520

Budget Detail

Program Description	Adopted	Modified	Proposed	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
In-Home Services	\$ 1,153,842	1,153,842	1,193,416	1,193,416	1,193,416	39,574	3%
Administration	703,569	703,569	590,827	590,827	590,827	(112,742)	-16%
Program Development	1,569,501	1,569,501	1,272,456	1,272,456	1,272,456	(297,045)	-19%
Older Americans Act/NSIP	2,382,586	2,382,586	2,339,131	2,339,131	2,339,131	(43,455)	-2%
Housing Coordination	-	-	141,503	141,503	141,503	141,503	0%
Total	5,809,498	5,809,498	5,537,333	5,537,333	5,537,333	(272,165)	-5%
by category							
Intergovernmental	4,753,982	4,753,982	4,592,089	4,592,089	4,592,089	(161,893)	-3%
Interdepartmental	129,750	129,750	40,129	40,129	40,129	(89,621)	-69%
Miscellaneous	31,410	31,410	34,900	34,900	34,900	3,490	11%
Operating Transfers In	344,368	344,368	349,773	349,773	349,773	5,405	2%
Total Revenues	5,259,510	5,259,510	5,016,891	5,016,891	5,016,891	(242,619)	-5%
Personnel Services	2,128,639	2,128,639	2,041,251	2,041,251	2,041,251	(87,388)	-4%
Materials & Services	2,744,174	2,744,174	2,617,890	2,617,890	2,617,890	(126,284)	-5%
Other	7,031	7,031	46,308	46,308	46,308	39,277	559%
Interdepartmental	396,583	396,583	397,581	397,581	397,581	998	0%
subtotal	5,276,427	5,276,427	5,103,030	5,103,030	5,103,030	(173,397)	-3%
Contingency	533,071	533,071	434,303	434,303	434,303	(98,768)	-19%
Total Expenditures	5,809,498	5,809,498	5,537,333	5,537,333	5,537,333	(272,165)	-5%
Revenues under Expenditures	(549,988)	(549,988)	(520,442)	(520,442)	(520,442)	29,546	-5%
Beginning Fund Balance	549,988	549,988	520,442	520,442	520,442	(29,546)	-5%
Ending Fund Balance \$	-	-	-	-	-	-	
FTE's	19.10	19.10	18.98	18.98	18.98	(0.12)	-1%

Budget Analysis:

Revenues decrease \$242,619 (5%). Expenditures, excluding Contingency, decrease \$173,397 (3%). Contingency decreases \$98,768 (19%). Beginning fund balance decreases \$29,546 (5%).

Revenues decrease by 5% primarily due to two State Evidence Based programs being terminated and the depletion of Gatekeeper carryforward revenue. Another factor for a decrease in revenue is the stabilization of Older American Act (OAA) revenue after an effort to spend down contractual carryforward dollars in fiscal year 2019-20 due to a change in the State's carryforward rules. Agency of Aging has also created a new program, Housing Coordination, and has shifted activities related to housing older adults to this program to better track these activities.

Expenditures for Materials & Services decrease in alignment with revenue reductions through contracts and supplies, with strategic intent to bolster culturally specific sites despite broader contract reductions.

Personnel Services decrease due to the termination of one unfilled temporary position, a partially budgeted Disability, Aging & Veterans Services (DAVS) Program Educator and a shift in allocation to remove 0.10 FTE for the DAVS Accounting Assistant II and 0.02 FTE for the Senior Program Coordinator to the Veterans budget (100-7510). Many shifts in Personnel Services were necessary across Agency of Aging in an effort to maintain service levels. The use of about \$85,000 of fund balance is not sustainable beyond FY 2020-21 without additional funding or reduced administrative costs.

Contingency decreases and reflects funds held in reserve for future appropriations.

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	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Mental Health Crisis Services	\$ 7,330,497	7,330,497	7,947,373	7,947,373	7,947,373	616,876	8%
Total	7,330,497	7,330,497	7,947,373	7,947,373	7,947,373	616,876	8%
by category							
Charges for Services	-	-	1,470,000	1,470,000	1,470,000	1,470,000	0%
Miscellaneous	40,000	40,000	40,000	40,000	40,000	-	0%
Operating Transfers In	5,253,307	5,253,307	4,468,021	4,468,021	4,468,021	(785,286)	-15%
Total Revenues	5,293,307	5,293,307	5,978,021	5,978,021	5,978,021	684,714	13%
Materials & Services	5,333,720	5,333,720	5,956,437	5,956,437	5,956,437	622,717	12%
Interdepartmental	93,571	93,571	36,584	36,584	36,584	(56,987)	-61%
subtotal	5,427,291	5,427,291	5,993,021	5,993,021	5,993,021	565,730	10%
Contingency	1,903,206	1,903,206	1,954,352	1,954,352	1,954,352	51,146	3%
Total Expenditures	7,330,497	7,330,497	7,947,373	7,947,373	7,947,373	616,876	8%
Revenues under Expenditures	(2,037,190)	(2,037,190)	(1,969,352)	(1,969,352)	(1,969,352)	67,838	-3%
Beginning Fund Balance	2,037,190	2,037,190	1,969,352	1,969,352	1,969,352	(67,838)	-3%
Ending Fund Balance \$	-	-	-	-	-	-	

Budget Analysis:

Revenues increase \$684,714 (13%). Expenditures, excluding Contingency, increase \$565,730 (10%). Contingency increases \$51,146 (3%). Beginning fund balance decreases \$67,838 (3%).

Revenues increase related to an increase in Medicaid funds from Health Share of Oregon through the new Coordinated Care Organization agreement, General Fund support, Human Services fund transfer and investment interest income.

Expenditures increase to support crisis services contracted to Lifeworks NW and operating costs for the Hawthorn Walk-In Center.

Coordinated Care Organization 2.0 began operations on January 1, 2020. With the State’s implementation of new Coordinated Care Organization contracts, the role of the Behavioral Health program has changed significantly to focus on care coordination rather than plan management, resulting in the need for a new fund to be created. Washington County is contracted with Health Share of Oregon and CareOregon to provide care coordination services to community members within the Oregon Health Plan. The County may also enter into an agreement with Trillium Community Health Plans for the same service.

- Coordinated Care Organization CCO 2.0 (203-708705):** This program provides care coordination, crisis services, and other community-based services for Oregon Health Plan members in Washington County.

Program Description	Adopted	Modified	Proposed	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Coordinated Care Organization CCO 2.0	\$ -	2,768,160	5,440,864	5,440,864	5,440,864	2,672,704	97%
Total	-	2,768,160	5,440,864	5,440,864	5,440,864	2,672,704	97%
by category							
Charges for Services	-	2,768,160	5,400,864	5,400,864	5,400,864	2,632,704	95%
Miscellaneous	-	-	40,000	40,000	40,000	40,000	-%
Total Revenues	-	2,768,160	5,440,864	5,440,864	5,440,864	2,672,704	97%
Personnel Services	-	1,643,525	3,666,280	3,666,280	3,666,280	2,022,755	123%
Materials & Services	-	654,652	946,015	946,015	946,015	291,363	45%
Other	-	1,500	3,000	3,000	3,000	1,500	100%
Interdepartmental	-	468,483	806,485	806,485	806,485	338,002	72%
subtotal	-	2,768,160	5,421,780	5,421,780	5,421,780	2,653,620	96%
Contingency	-	-	19,084	19,084	19,084	19,084	0%
Total Expenditures	-	2,768,160	5,440,864	5,440,864	5,440,864	2,672,704	97%
Revenues under Expenditures	-	-	-	-	-	-	-%
Beginning Fund Balance	-	-	-	-	-	-	-%
Ending Fund Balance \$	-	-	-	-	-	-	
FTE's	-	-	28.29	28.29	28.29	28.29	0%

Budget Analysis:

Revenues increase \$2,672,704 (97%). Expenditures, excluding Contingency, increase \$2,653,620 (96%).

This is a new fund developed effective January 1, 2020 in response to changes in the role and responsibility for the Behavioral Health Program.

Revenues consist of Medicaid funds from agreements with Health Share of Oregon and CareOregon, and investment interest income. Trillium Community Health Plan may also provide revenue into this fund.

Expenditures consist of Personnel Services costs for 28.29 FTE existing staff (moved over from Fund 195 Health Share Oregon). Materials and Services expenses consist of provider contracts for care coordination, crisis services and other county-based supports, as well as operating and administrative costs associated with this program.

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):** This reserve account holds funds reserved for potential repayment to Health Share of Oregon.

Program Description	Adopted	Modified	Proposed	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Tri-County Risk Reserve for HSO	\$ 10,500,000	10,500,000	10,500,000	10,500,000	10,500,000	-	0%
Total	10,500,000	10,500,000	10,500,000	10,500,000	10,500,000	-	0%
by category							
Other	5,500,000	5,500,000	250,000	250,000	250,000	(5,250,000)	-95%
subtotal	5,500,000	5,500,000	250,000	250,000	250,000	(5,250,000)	-95%
Contingency	5,000,000	5,000,000	10,250,000	10,250,000	10,250,000	5,250,000	105%
Total Expenditures	10,500,000	10,500,000	10,500,000	10,500,000	10,500,000	-	0%
Revenues under Expenditures	(10,500,000)	(10,500,000)	(10,500,000)	(10,500,000)	(10,500,000)	-	0%
Beginning Fund Balance	10,500,000	10,500,000	10,500,000	10,500,000	10,500,000	-	0%
Ending Fund Balance \$	-	-	-	-	-	-	

Budget Analysis:

Expenditures, excluding Contingency, decrease \$5,250,000 (95%). Contingency increases \$5,250,000 (105%).

Revenue remains the same as no additional revenue was required to bring the fund into compliance with Health Share of Oregon reserve policies.

Expenditures decrease due to a \$5.2 million, one-time transfer to Health Share of Oregon (195-7085) in FY 2019-20 that was included in the Modified budget. This transfer was not completed due to the changes to Health Share Oregon which ended on December 31, 2019.

Residual funds will be used for the development of a Center for Addictions Triage and Treatment (CATT) which will be a comprehensive substance use treatment center.

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.

1. **Emergency Medical Services (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	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Emergency Medical Services	\$ 1,437,039	1,437,039	1,597,664	1,597,664	1,597,664	160,625	11%
Total	1,437,039	1,437,039	1,597,664	1,597,664	1,597,664	160,625	11%
by category							
Licenses & Permits	552,099	552,099	570,902	570,902	570,902	18,803	3%
Charges for Services	5,500	5,500	2,000	2,000	2,000	(3,500)	-64%
Interdepartmental	10,250	10,250	10,250	10,250	10,250	-	0%
Miscellaneous	44,238	44,238	44,660	44,660	44,660	422	1%
Total Revenues	612,087	612,087	627,812	627,812	627,812	15,725	3%
Personnel Services	410,050	410,050	431,464	431,464	431,464	21,414	5%
Materials & Services	715,773	715,773	807,476	807,476	807,476	91,703	13%
Other	3,000	3,000	4,000	4,000	4,000	1,000	33%
Interdepartmental	107,685	107,685	117,919	117,919	117,919	10,234	10%
subtotal	1,236,508	1,236,508	1,360,859	1,360,859	1,360,859	124,351	10%
Contingency	200,531	200,531	236,805	236,805	236,805	36,274	18%
Total Expenditures	1,437,039	1,437,039	1,597,664	1,597,664	1,597,664	160,625	11%
Revenues under Expenditures	(824,952)	(824,952)	(969,852)	(969,852)	(969,852)	(144,900)	18%
Beginning Fund Balance	824,952	824,952	969,852	969,852	969,852	144,900	18%
Ending Fund Balance \$	-	-	-	-	-	-	
FTE's	3.25	3.25	3.25	3.25	3.25	-	0%

Budget Analysis:

Revenues increase \$15,725 (3%). Expenditures, excluding Contingency, increase \$124,351 (10%). Contingency increases \$36,274 (18%). Beginning fund balance increases \$144,900 (18%).

Revenues increase slightly due to increases in Emergency Medical Services (EMS) franchise fees.

Expenditures increase primarily due to planned system enhancements. The EMS Advisory Council is recommending a new governance structure for EMS in Washington County that includes a new intergovernmental "190" agreement with local municipalities and fire agencies. Staffing remains unchanged with Personnel Services increase due to salaries, retirement costs and health benefits.

Contingency increases 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.
2. **Maintenance (218-651010)**: Includes staff to maintain and the Housing Authority's Low Rent Public Housing, Section 8 Program, Local Fund and Affordable Housing portfolio.
3. **Continuum of Care-Housing Assistance Payment (218-651025)**: Includes HUD funds to pay for seven Continuum of Care grants to local service providers to provide services to the homeless. Funds are provided to local providers fund housing assistance payments and other supportive services.
4. **Continuum of Care Services, Operations & Administration (218-651030)**: Includes HUD funds for rental assistance administered by local providers of services. Funds support services, operating costs and other eligible expenses.
5. **Homeless Programs (218-651035)**: Primarily funded by the General Funds to administer homeless programs aligned with A Road Home: Community Plan to Prevent and End Homelessness. The County invests in the Homeless To Work project, Community Connect, Prevention Rent Assistance, Mary Mac Transitional Housing, and funds a Chronic Health Case Manager. This program also provides a match for HUD funded projects.
6. **Kaiser Metro 300 (RSHIF) (218-651045)**: This two-year funded program provides housing for 80 homeless, medically vulnerable seniors. Includes funding for administrative costs, support services and housing assistance payments.

Housing Services 218-6510

Budget Detail

Program Description	Adopted	Modified	Proposed	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Housing Administration	\$ 5,102,917	5,102,917	5,764,884	5,764,884	5,764,884	661,967	13%
Maintenance	435,471	435,471	479,024	479,024	479,024	43,553	10%
Continuum of Care-Housing Assistance Payment	2,808,639	2,808,639	3,326,490	3,326,490	3,326,490	517,851	18%
Continuum of Care Services, Operations & Administration	972,587	972,587	782,559	782,559	782,559	(190,028)	-20%
Homeless Programs	1,902,252	1,902,252	1,967,191	1,967,191	1,967,191	64,939	3%
Kaiser Metro 300 (RSHIF)	-	444,444	888,889	888,889	888,889	444,445	100%
Total	11,221,866	11,666,310	13,209,037	13,209,037	13,209,037	1,542,727	13%
by category							
Intergovernmental	3,861,170	4,305,614	5,047,412	5,047,412	5,047,412	741,798	17%
Interdepartmental	332,365	332,365	-	-	-	(332,365)	-100%
Miscellaneous	5,206,023	5,206,023	6,243,908	6,243,908	6,243,908	1,037,885	20%
Operating Transfers In	1,366,995	1,366,995	1,490,459	1,490,459	1,490,459	123,464	9%
Total Revenues	10,766,553	11,210,997	12,781,779	12,781,779	12,781,779	1,570,782	14%
Personnel Services	4,708,777	4,708,777	5,233,010	5,233,010	5,233,010	524,233	11%
Materials & Services	1,059,789	1,091,289	968,153	968,153	968,153	(123,136)	-11%
Other	3,776,729	4,189,673	5,318,651	5,318,651	5,318,651	1,128,978	27%
Interdepartmental	648,664	648,664	831,085	831,085	831,085	182,421	28%
Operating Transfers Out	572,594	572,594	551,112	551,112	551,112	(21,482)	-4%
subtotal	10,766,553	11,210,997	12,902,011	12,902,011	12,902,011	1,691,014	15%
Contingency	455,313	455,313	307,026	307,026	307,026	(148,287)	-33%
Total Expenditures	11,221,866	11,666,310	13,209,037	13,209,037	13,209,037	1,542,727	13%
Revenues under Expenditures	(455,313)	(455,313)	(427,258)	(427,258)	(427,258)	28,055	-6%
Beginning Fund Balance	455,313	455,313	427,258	427,258	427,258	(28,055)	-6%
Ending Fund Balance \$	-	-	-	-	-	-	
FTE's	42.80	43.00	44.00	44.00	44.00	1.00	2%

Budget Analysis:

Revenues increase \$1,570,782 (14%). Expenditures, excluding Contingency, increase \$1,691,014 (15%). Contingency decreases \$148,287 (33%). Beginning fund balance decreases \$28,055 (6%).

Intergovernmental revenues increase and include \$297,353 from the US Department of Housing and Urban Development (HUD) for the Homeless and Continuum of Care programs (CoC), and \$444,445 from the Kaiser Metro 300 project to house 80 homeless, medically vulnerable seniors.

Interfund revenue is removed due to reclassification of the Metro Affordable Housing Bond Program (Fund 219) administrative functions provided by Housing staff to miscellaneous revenue to align with the Housing Services Cost Allocation Plan process.

Miscellaneous revenues increase and are charges to other Department of Housing Services programs, the Housing Authority programs and Fund 219 Metro Affordable Housing Bond Program administrative functions. The increase includes \$299,000 allocated for Fund 219 Metro Affordable Housing Bond, and to reflect expenditure increases in the Housing Services General Administrative and Maintenance programs for resources needed to operate Housing Authority programs.

Operating Transfers In increase resulting from a \$32,036 increase in operating support from the Housing Services Fund for the CoC programs, and a \$91,428 increase in operating support from the General Fund for Homeless programs and Housing Authority housing programs.

Personnel Services increase due to staffing changes, salaries, retirement costs, health benefits and a 1.00 FTE Senior Program Coordinator position to manage the Housing Authority's development projects and Metro Affordable Housing Bond projects.

Materials & Services decrease including a \$127,687 increase in staff costs to manage Continuum of Care program, Homeless program and Kaiser Metro 300 project, a \$250,057 decrease due to moving pass-thru sub-recipient expenditures to Other expenditures.

Other expenditures increase to reflect increases in housing assistance payment and sub-recipient expenditures from the CoC programs and Kaiser Metro 300 project.

Interfund expenditures increase primarily due to a \$153,421 (25%) increase in the County Cost Allocation Plan charges and \$30,000 to anticipate department office relocation plans.

Transfers to other funds decreases reflecting a \$32,036 increase in transfer from the Homeless program to the Continuum of Care program for the 25% HUD required matching, and a \$53,518 decrease in operating support from the General Fund to the Housing Authority programs administration.

This organization unit houses revenues and expenditures for the Metro Affordable Housing Bond Program, approved by Metro- area voters in November 2018. The bond will create affordable homes for seniors, veterans, people with disabilities, and working families. Total available funding over five to seven years for Washington County is anticipated to be \$118,917,438 which includes \$116,465,532 for project development activities and \$2,451,906 for program administration.

1. **General Housing Bond Program Administration (219-652005):** This program accounts for administrative costs associated with the implementation of the Metro Affordable Housing Bond Program, including development and administration, financial administration, and monitoring and oversight functions.
2. **Housing Bond Project Development (219-652010):** This program accounts for capital costs, including costs associated with acquisition, construction, improvement, remodeling, furnishing, equipping, maintenance or repair having an expected useful life of more than one year.

Program Description	Adopted	Modified	Proposed	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
General Housing Bond Program Administration	450,272	450,272	460,000	460,000	460,000	9,728	2%
Housing Bond Project Development	45,000,000	45,000,000	80,000,000	80,000,000	85,355,540	40,355,540	90%
Total	45,450,272	45,450,272	80,460,000	80,460,000	85,815,540	40,365,268	89%
by category							
Intergovernmental	45,350,272	45,350,272	80,460,000	80,460,000	85,767,780	40,417,508	89%
Miscellaneous	-	-	-	-	47,760	47,760	0%
Total Revenues	45,350,272	45,350,272	80,460,000	80,460,000	85,815,540	40,465,268	89%
Materials & Services	1,115,004	1,115,004	1,431,130	1,431,130	1,478,890	363,886	33%
Other	44,000,000	44,000,000	79,000,000	79,000,000	84,307,780	40,307,780	92%
Interdepartmental	335,268	335,268	28,870	28,870	28,870	(306,398)	-91%
subtotal	45,450,272	45,450,272	80,460,000	80,460,000	85,815,540	40,365,268	89%
Contingency	-	-	-	-	-	-	0%
Total Expenditures	45,450,272	45,450,272	80,460,000	80,460,000	85,815,540	40,365,268	89%
Revenues under Expenditures	(100,000)	(100,000)	-	-	-	100,000	-100%
Beginning Fund Balance	100,000	100,000	-	-	-	(100,000)	-100%
Ending Fund Balance	-	-	-	-	-	-	

Budget Analysis:

Revenues increase \$35,109,728 (77%). Expenditures increase \$35,009,728 (77%). Beginning fund balance decreases \$100,000 (100%).

The County will apply for fiscal year 2020-21 program administration funding of \$460,000 and anticipates up to \$80 million in available project development funding.

Materials & Services are budgeted to provide professional services for project development activities that may be required. Interfund Transfers include administrative costs paid to the Housing Program in Fund 218 for Housing Services staff support to this fund (\$299,000). Other Expenditures include the balance of available resources appropriated each year for flexibility to accommodate development opportunities, to address shifts in project development schedules and for unforeseen changes.

Adopted Budget:

The Board of Commissioners increased revenue and expenditures \$5,355,540 for the Phase 1 Tigard Triangle Project which was approved by Metro in May 2020.

The Office of Community Development manages the HOME Investment Partnerships (HOME) Program on behalf of the County and its eleven city HOME consortium members. The funds are used for the development of affordable housing through rental housing new construction, acquisition and/or rehabilitation or homeownership.

1. **HOME Administration (220-902005)**: Ensures compliance with the federal program and cross-cutting regulations; informs community members of funding cycle opportunities and ways to engage in assessing housing and community development needs and informs actions and priorities; provides technical assistance to potential sponsors; provides planning, program and activity design; and ensures accountability and control of Department of Housing and Urban Development (HUD) funding.
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	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
HOME Administration	\$ 227,896	227,896	262,061	262,061	262,061	34,165	15%
Project Administration	4,483,997	4,483,997	4,064,536	4,064,536	4,064,536	(419,461)	-9%
Total	4,711,893	4,711,893	4,326,597	4,326,597	4,326,597	(385,296)	-8%
by category							
Intergovernmental	4,371,331	4,371,331	4,326,597	4,326,597	4,326,597	(44,734)	-1%
Miscellaneous	340,562	340,562	-	-	-	(340,562)	-100%
Total Revenues	4,711,893	4,711,893	4,326,597	4,326,597	4,326,597	(385,296)	-8%
Personnel Services	138,505	138,505	190,381	190,381	190,381	51,876	37%
Materials & Services	64,894	64,894	44,008	44,008	44,008	(20,886)	-32%
Other	4,483,997	4,483,997	4,064,536	4,064,536	4,064,536	(419,461)	-9%
Interdepartmental	24,497	24,497	27,672	27,672	27,672	3,175	13%
subtotal	4,711,893	4,711,893	4,326,597	4,326,597	4,326,597	(385,296)	-8%
Contingency	-	-	-	-	-	-	0%
Total Expenditures	4,711,893	4,711,893	4,326,597	4,326,597	4,326,597	(385,296)	-8%
Revenues under Expenditures	-	-	-	-	-	-	0%
Beginning Fund Balance	-	-	-	-	-	-	0%
Ending Fund Balance \$	-	-	-	-	-	-	
FTE's	1.17	1.17	1.17	1.17	1.17	-	0%

Budget Analysis:

Revenues decrease \$385,296 (8%). Expenditures decrease \$385,296 (8%).

Program expenditures decrease primarily due to prior year project completions and are offset by a corresponding decrease in revenue from the Department of Housing and Urban Development. Personnel costs increase slightly due to funding of a temporary position that will assist with federal prevailing wage compliance related to Metro Bond affordable housing projects.

The Office of Community Development manages the Wood Stove Exchange Program which provides grants and rebates to eligible households to replace older wood stoves that contribute to higher levels of air pollution. This program has operated in partnership with the Department of Health and Human Services relative to air quality in the region. The funds are used to support the reduction of wood smoke particulate and associated harmful pollutants and gases that enter the atmosphere. The funds also provide general public awareness and outreach regarding the health impacts of wood smoke particulate and education on cleaner burning methods.

- Wood Smoke Reduction (244-903005):** Washington County residents who rely on an old or uncertified freestanding wood stove, or a wood stove insert as an essential heat source may be eligible to receive a rebate or full cost replacement grant (dependent on income) to replace the current system with a cleaner heating system. New device options include gas furnaces, electric heat pumps, and certified pellet or gas stoves. Households with income less than 80% of the area median family income are eligible for a new certified wood stove.

Program Description	Adopted	Modified	Proposed	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Wood Smoke Reduction	\$ 1,494,105	1,494,105	1,515,506	1,515,506	1,515,506	21,401	1%
Total	1,494,105	1,494,105	1,515,506	1,515,506	1,515,506	21,401	1%
by category							
Intergovernmental	75,000	75,000	75,000	75,000	75,000	-	0%
Miscellaneous	500,000	500,000	500,000	500,000	500,000	-	0%
Operating Transfers In	255,685	255,685	-	-	-	(255,685)	-100%
Total Revenues	830,685	830,685	575,000	575,000	575,000	(255,685)	-31%
Personnel Services	150,206	150,206	156,558	156,558	156,558	6,352	4%
Materials & Services	30,614	30,614	51,729	51,729	51,729	21,115	69%
Other	1,286,059	1,286,059	1,276,463	1,276,463	1,276,463	(9,596)	-1%
Interdepartmental	27,226	27,226	30,756	30,756	30,756	3,530	13%
subtotal	1,494,105	1,494,105	1,515,506	1,515,506	1,515,506	21,401	1%
Contingency	-	-	-	-	-	-	0%
Total Expenditures	1,494,105	1,494,105	1,515,506	1,515,506	1,515,506	21,401	1%
Revenues under Expenditures	(663,420)	(663,420)	(940,506)	(940,506)	(940,506)	(277,086)	42%
Beginning Fund Balance	663,420	663,420	940,506	940,506	940,506	277,086	42%
Ending Fund Balance \$	-	-	-	-	-	-	
FTE's	1.30	1.30	1.30	1.30	1.30	-	0%

Budget Analysis:

Revenues decrease \$255,685 (31%). Expenditures increase \$21,401 (1%). Beginning fund balance increases \$277,086 (42%).

Program expenditures remain consistent with prior year project and administrative costs. Grant revenues from private and public support for project expenditures also remain steady. Fund balance consists of carryforward grant funds unused in prior year, as well as prior year Gain Share contributions used to support ongoing program administration.

Culture, Education & Recreation



- Parks100-3560
- Extension Services100-9510
- Metzger Park162-3560
- Cooperative Library Services184-9710
- West Slope Library185-9710
- County Fair Complex200-9810
- Transient Lodging Tax240-1655
- Event Center Operations435-9840

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	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Parks	\$ 1,511,282	1,581,282	1,777,317	1,777,317	1,777,317	196,035	12%
Extension Services	559,929	559,929	581,652	581,652	581,652	21,723	4%
Metzger Park	173,143	275,415	339,710	339,710	339,710	64,295	23%
subtotal - Parks	2,244,354	2,416,626	2,698,679	2,698,679	2,698,679	282,053	12%
Cooperative Library Services	45,677,854	45,677,854	49,473,189	49,473,189	49,473,189	3,795,335	8%
West Slope Library	1,427,020	1,427,020	1,633,646	1,633,646	1,633,646	206,626	14%
subtotal - Libraries	47,104,874	47,104,874	51,106,835	51,106,835	51,106,835	4,001,961	8%
County Fair Complex	6,995,878	5,745,878	5,166,786	5,166,786	5,166,786	(579,092)	-10%
Transient Lodging Tax	5,336,826	5,336,826	4,269,262	4,269,262	4,269,262	(1,067,564)	-20%
Event Center Operations	-	1,250,000	1,571,523	1,571,523	1,571,523	321,523	26%
subtotal - Other	12,332,704	12,332,704	11,007,571	11,007,571	11,007,571	(1,325,133)	-11%
Totals	61,681,932	61,854,204	64,813,085	64,813,085	64,813,085	2,958,881	5%
General Fund	2,071,211	2,141,211	2,358,969	2,358,969	2,358,969	217,758	10%
Special Funds	59,610,721	59,712,993	62,454,116	62,454,116	62,454,116	2,741,123	5%
Totals \$	61,681,932	61,854,204	64,813,085	64,813,085	64,813,085	2,958,881	5%
FTE's	63.15	65.65	67.00	67.00	67.00	1.35	2%

CULTURE, EDUCATION & RECREATION

BUDGET OVERVIEW

Category Description	Adopted	Modified	Proposed	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Taxes	\$ 20,448,528	20,448,528	21,191,050	21,191,050	21,191,050	742,522	4%
Intergovernmental	557,029	627,029	656,671	656,671	656,671	29,642	5%
Charges for Services	1,594,025	1,594,025	2,576,425	2,576,425	2,576,425	982,400	62%
Miscellaneous	832,198	903,443	1,781,386	1,781,386	1,781,386	877,943	97%
Operating Transfers In	23,527,703	23,527,703	23,479,653	23,479,653	23,479,653	(48,050)	0%
Total Revenues	46,959,483	47,100,728	49,685,185	49,685,185	49,685,185	2,584,457	5%
Personnel Services	7,278,869	7,278,869	8,278,121	8,278,121	8,278,121	999,252	14%
Materials & Services	38,049,935	38,222,207	37,987,900	37,987,900	37,987,900	(234,307)	-1%
Other	1,391,515	1,391,515	2,002,421	2,002,421	2,002,421	610,906	44%
Interdepartmental	711,436	711,436	1,748,906	1,748,906	1,748,906	1,037,470	146%
Operating Transfers Out	881,013	881,013	1,117,443	1,117,443	1,117,443	236,430	27%
Capital Outlay	1,452,999	1,452,999	7,000	7,000	7,000	(1,445,999)	-100%
subtotal	49,765,767	49,938,039	51,141,791	51,141,791	51,141,791	1,203,752	2%
Contingency	11,916,165	11,916,165	13,671,294	13,671,294	13,671,294	1,755,129	15%
Total Expenditures	61,681,932	61,854,204	64,813,085	64,813,085	64,813,085	2,958,881	5%
Revenues under Expenditures	(14,722,449)	(14,753,476)	(15,127,900)	(15,127,900)	(15,127,900)	(374,424)	3%
General Fund Subsidy	999,486	999,486	1,132,805	1,132,805	1,132,805	133,319	13%
	13,722,963	13,753,990	13,995,095	13,995,095	13,995,095	241,105	2%
Ending Fund Balances \$	-	-	-	-	-	-	

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

- Parks (100-356005):** Washington County Parks manages over 2,500 acres of parkland and provides the resources and staffing to effectively operate, maintain and develop safe and appealing park properties for hundreds of thousands of visitors each year.

Program Description	Adopted	Modified	Proposed	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Parks	\$ 1,511,282	1,581,282	1,777,317	1,777,317	1,777,317	196,035	12%
Total	1,511,282	1,581,282	1,777,317	1,777,317	1,777,317	196,035	12%
by category							
Intergovernmental	452,000	522,000	606,439	606,439	606,439	84,439	16%
Charges for Services	597,725	597,725	617,725	617,725	617,725	20,000	3%
Miscellaneous	2,000	2,000	2,000	2,000	2,000	-	0%
Total Revenues	1,051,725	1,121,725	1,226,164	1,226,164	1,226,164	104,439	9%
Personnel Services	989,669	989,669	1,022,810	1,022,810	1,022,810	33,141	3%
Materials & Services	441,767	511,767	717,441	717,441	717,441	205,674	40%
Other	37,846	37,846	37,066	37,066	37,066	(780)	-2%
Capital Outlay	42,000	42,000	-	-	-	(42,000)	-100%
Total Expenditures	1,511,282	1,581,282	1,777,317	1,777,317	1,777,317	196,035	12%
General Fund Subsidy \$	459,557	459,557	551,153	551,153	551,153	91,596	20%
FTE's	8.90	8.90	8.90	8.90	8.90	-	0%

Budget Analysis:

Revenues increase \$104,439 (9%). Expenditures increase \$196,035 (12%). General Fund subsidy increases \$91,596 (20%).

Revenues increase is primarily due to an increase in federal grant for \$70,000, an increase in parking fee revenue and an increase in recreational vehicle registration revenue.

Personnel Services increase is primarily due to increase in salaries, retirement costs and health benefits.

Materials and Services increases include supplies and services utilizing a \$70,000 United States Bureau of Reclamation (USBOR) Operations and Maintenance Support Grant supplementing existing operations and maintenance program expenses, another \$70,000 USBOR grant for design and construction plans for campground project at Scoggins Valley Park, and increase in fleet maintenance costs. In future years the USBOR will provide additional grant funding for the construction of the campground project. The construction grant will require County matching fund in subsequent fiscal years.

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	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Agricultural Extension	\$ 559,929	559,929	581,652	581,652	581,652	21,723	4%
Total	559,929	559,929	581,652	581,652	581,652	21,723	4%
by category							
Miscellaneous	20,000	20,000	-	-	-	(20,000)	-100%
Total Revenues	20,000	20,000	-	-	-	(20,000)	-100%
Materials & Services	147,904	147,904	145,197	145,197	145,197	(2,707)	-2%
Other	412,025	412,025	436,455	436,455	436,455	24,430	6%
Total Expenditures	559,929	559,929	581,652	581,652	581,652	21,723	4%
General Fund Subsidy \$	539,929	539,929	581,652	581,652	581,652	41,723	8%

Budget Analysis:

Revenues decrease \$20,000 (100%). Expenditures increase \$21,723 (4%). General Fund subsidy increases \$41,723 (8%).

The County funds OSU Extension's facility in Washington County (e.g., lease, utilities). These costs are reflected in Materials & Services and are not expected to change significantly.

County funds sent directly to OSU Extension are reflected in "Other" expenses and are used by OSU Extension for Extension staff (3.50 FTE), specialized program support (e.g., Master Gardeners, Food Systems), program supplies, staff mileage/training, and facilities costs supported directed by OSU Extension (e.g., computer network, phones). Changes include increased support for the Master Naturalist Program and for a new bilingual regional horticulture agent.

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	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Metzger Park	\$ 173,143	275,415	339,710	339,710	339,710	64,295	23%
Total	173,143	275,415	339,710	339,710	339,710	64,295	23%
by category							
Miscellaneous	106,828	178,073	184,613	184,613	184,613	6,540	4%
Operating Transfers In	-	-	109,622	109,622	109,622	109,622	0%
Total Revenues	106,828	178,073	294,235	294,235	294,235	116,162	65%
Personnel Services	28,016	28,016	26,974	26,974	26,974	(1,042)	-4%
Materials & Services	53,500	155,772	151,372	151,372	151,372	(4,400)	-3%
Other	170	170	200	200	200	30	18%
Interdepartmental	5,500	5,500	115,122	115,122	115,122	109,622	1,993%
Capital Outlay	40,957	40,957	-	-	-	(40,957)	-100%
subtotal	128,143	230,415	293,668	293,668	293,668	63,253	27%
Contingency	45,000	45,000	46,042	46,042	46,042	1,042	2%
Total Expenditures	173,143	275,415	339,710	339,710	339,710	64,295	23%
Revenues under Expenditures	(66,315)	(97,342)	(45,475)	(45,475)	(45,475)	51,867	-53%
Beginning Fund Balance	66,315	97,342	45,475	45,475	45,475	(51,867)	-53%
Ending Fund Balance \$	-	-	-	-	-	-	
FTE's	0.10	0.10	0.10	0.10	0.10	-	0%

Budget Analysis:

Revenues increase \$116,162 (65%). Expenditures, excluding Contingency, increase \$63,253 (27%). Contingency increases \$1,042 (2%). Beginning fund balance decreases \$51,867 (53%).

Revenue and expenditure increases include additional Interdepartmental costs for facilities maintenance costs charged via County Cost Allocation Plan and an additional General Fund transfer for the same amount to offset. Other Revenues and Expenditures remain status quo.

The maximum assessment of the Metzger Park Local Improvement District (LID) was increased for the first time in 17 years in fiscal year 2019-20. This additional revenue will be utilized to: improve operation and maintenance service delivery; fund replacement of some existing major park components and systems, as outlined in the 2017 Metzger Park Management Plan. 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 as well as future capital improvement needs.

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 major maintenance and replacement of key assets; 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) is a partnership between Washington County, nine cities, and three non-profit associations to deliver countywide public library service. WCCLS has five primary roles: a.) distributing the primary operational funding for countywide public library service; b.) providing the technology and logistics support to ensure equitable access to library materials and services across the county; c.) providing some services to the public that are more effectively delivered at a county level; d.) marketing and communications to drive awareness of the value that WCCLS and libraries provide to all communities within the county; and e.) identifying common goals across the Cooperative and provide training resources to ensure a consistently exceptional patron experience. WCCLS is funded by a transfer from the General Fund and a Local Option Levy.

1. **Administration (184-971005):** Administers WCCLS programs and West Slope Community Library (Fund 185). Provides fiscal management and distributes operational funding to public libraries. Convenes the WCCLS Executive Board and WCCLS Policy Group membership to coordinate countywide services. Manages contracts for reciprocal borrowing with library systems in the Portland metropolitan area.
2. **Countywide Collections (184-971010):** Manages countywide digital library collection and online learning resources. Coordinates interlibrary loan (out of county) borrowing for member libraries. Orders extra copies of popular titles (print and DVD) to keep wait times down. Provides mail delivery of library materials to the homebound and care facilities and provides funds to purchase materials for the County Jail Library.
3. **ILS & Technical Services (184-971020):** Administers the integrated library system (ILS) and provides cataloging support for member libraries, ensuring data integrity, and acquisition support. Provides supplies such as physical library cards, barcodes and RFID tags to libraries. Manages the public catalog interfaces. Responsible for maintaining shared Cooperative policies and procedures for using the ILS.
4. **Library & Community Initiatives (184-971025):** Supports strategic library and community initiatives to increase library participation by underserved populations. Develops and maintains partnerships with community organizations focused on the underserved, provides early literacy support and training, coordinates countywide youth services initiatives such as summer reading. Funds translation services for member libraries' communications collateral into other languages.
5. **Operations, Courier & Project Support (184-971030):** Provides technical expertise for managing complex projects, initiatives and training programs for WCCLS and the Cooperative. Provides seven day per week sorting and delivery of materials between libraries, manages central storage of materials for member libraries, and maintains contract for Orbis courier service for ground delivery between libraries in Oregon and Washington.
6. **Marketing & Communications (184-971035):** Develops countywide public information initiatives to improve awareness of countywide library services. Promotes digital engagement with library services through email newsletters and social media. Coordinates communications activities with member libraries. Develops strategic partnerships with community organizations and corporations. Provides staff support for the Cultural Coalition of Washington County.
7. **Network & IT (184-971040):** Provides countywide internet access for the public in member libraries, time and print management for public internet stations, security and other key network infrastructure and support. Provides database administration for the integrated library system and data analysis. Manages the public-facing portal to countywide resources at wccls.org and internal web infrastructure to connect the Cooperative. Provides regular and emergency network support for libraries. Manages Information Technology (IT) hardware, software and support for all WCCLS programs and West Slope Community Library.

Cooperative Library Services 184-9710

Budget Detail

Program Description	Adopted	Modified	Proposed	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Administration	\$ 2,812,915	2,812,915	40,913,517	40,913,517	40,913,517	38,100,602	1,354%
Countywide Collections	37,198,659	37,198,659	2,772,673	2,772,673	2,772,673	(34,425,986)	-93%
ILS & Technical Services	3,537,533	3,537,533	1,232,936	1,232,936	1,232,936	(2,304,597)	-65%
Library & Community Initiatives	1,258,423	1,258,423	893,459	893,459	893,459	(364,964)	-29%
Operations, Courier & Project Support	870,324	870,324	1,107,434	1,107,434	1,107,434	237,110	27%
Marketing & Communications	-	-	889,208	889,208	889,208	889,208	0%
Network & IT	-	-	1,663,962	1,663,962	1,663,962	1,663,962	0%
Total	45,677,854	45,677,854	49,473,189	49,473,189	49,473,189	3,795,335	8%
by category							
Taxes	14,291,907	14,291,907	15,171,420	15,171,420	15,171,420	879,513	6%
Intergovernmental	48,321	48,321	50,232	50,232	50,232	1,911	4%
Miscellaneous	274,801	274,801	302,493	302,493	302,493	27,692	10%
Operating Transfers In	21,396,690	21,396,690	22,252,588	22,252,588	22,252,588	855,898	4%
Total Revenues	36,011,719	36,011,719	37,776,733	37,776,733	37,776,733	1,765,014	5%
Personnel Services	4,276,926	4,276,926	4,555,153	4,555,153	4,555,153	278,227	7%
Materials & Services	30,305,163	30,305,163	30,904,927	30,904,927	30,904,927	599,764	2%
Other	4,320	4,320	3,100	3,100	3,100	(1,220)	-28%
Interdepartmental	402,300	402,300	497,262	497,262	497,262	94,962	24%
Operating Transfers Out	881,013	881,013	1,117,443	1,117,443	1,117,443	236,430	27%
Capital Outlay	218,750	218,750	7,000	7,000	7,000	(211,750)	-97%
subtotal	36,088,472	36,088,472	37,084,885	37,084,885	37,084,885	996,413	3%
Contingency	9,589,382	9,589,382	12,388,304	12,388,304	12,388,304	2,798,922	29%
Total Expenditures	45,677,854	45,677,854	49,473,189	49,473,189	49,473,189	3,795,335	8%
Revenues under Expenditures	(9,666,135)	(9,666,135)	(11,696,456)	(11,696,456)	(11,696,456)	(2,030,321)	21%
Beginning Fund Balance	9,666,135	9,666,135	11,696,456	11,696,456	11,696,456	2,030,321	21%
Ending Fund Balance \$	-	-	-	-	-	-	
FTE's	35.50	36.00	36.00	36.00	36.00	-	0%

Budget Analysis:

Revenues increase \$1,765,014 (5%). Expenditures, excluding Contingency, increase \$996,413 (3%). Contingency increases \$2,798,922 (29%). Beginning fund balance increases \$2,030,321 (21%).

The requested budget for fiscal year 2020-21 includes revenue increases due to projected increases in assessed value which increases local option levy revenue as well as the transfer from the General Fund which is capped at 4%.

Expenditures are primarily operational transfers to member libraries which are dictated by a Board-approved five-year intergovernmental agreement with member libraries that expires in June 2021. Expenditures for digital content increase by 18% from fiscal year 2018-19 actual expenses to fiscal year 2019-20 modified (mid-year) budget due to rapid growth in user demand. Overall Materials & Services increase by 2%. Funds are transferring to West Slope Community Library for public service area improvements to enhance patron accessibility and for work room improvements to enhance staff safety.

Major variances between the FY 2019-20 adopted budget and FY 2020-21 proposed budget are due to program structural changes. WCCLS re-organized its programs in February 2020. The FY 2020-21 budget reflects the new program structure and priorities which are intended to deliver the objectives and initiatives of WCCLS' strategic plan (wccls.org/stratplan). Key strategic initiatives include the development of a cooperative-wide equity lens program to meet the needs of the changing demographics of library patrons, equity training, and increasing public awareness of services and resources through targeted marketing and communication investments.

Total Personnel Services increase due primarily to salaries, retirement costs and health benefits. Existing FTE were re-allocated to support the new organizational structure and the delivery of services related to key strategic initiatives.

West Slope Community Library (WSCL) provides service for residents in the unincorporated West Slope/Raleigh Hills area, including library materials, customer service, storytimes and other events for all ages. Primary revenue source is a transfer from Fund 184 or from Washington County Cooperative Library Services (WCCLS) which is part of the operational funding distribution for all WCCLS member libraries. The West Slope Community Library Advisory Board is appointed by the Board of Commissioners, and the nonprofit Friends of the West Slope Library provide additional financial support to WSCL.

1. **West Slope (185-971015):** Provides service for residents in the unincorporated West Slope/Raleigh Hills area, including library materials, customer service, story times and other events for all ages.

Program Description	Adopted	Modified	Proposed	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
West Slope	\$ 1,427,020	1,427,020	1,633,646	1,633,646	1,633,646	206,626	14%
Total	1,427,020	1,427,020	1,633,646	1,633,646	1,633,646	206,626	14%
by category							
Intergovernmental	3,542	3,542	-	-	-	(3,542)	-100%
Miscellaneous	27,246	27,246	37,180	37,180	37,180	9,934	36%
Operating Transfers In	881,013	881,013	1,117,443	1,117,443	1,117,443	236,430	27%
Total Revenues	911,801	911,801	1,154,623	1,154,623	1,154,623	242,822	27%
Personnel Services	809,434	809,434	1,151,331	1,151,331	1,151,331	341,897	42%
Materials & Services	182,210	182,210	140,160	140,160	140,160	(42,050)	-23%
Other	400	400	600	600	600	200	50%
Interdepartmental	78,972	78,972	325,711	325,711	325,711	246,739	312%
subtotal	1,071,016	1,071,016	1,617,802	1,617,802	1,617,802	546,786	51%
Contingency	356,004	356,004	15,844	15,844	15,844	(340,160)	-96%
Total Expenditures	1,427,020	1,427,020	1,633,646	1,633,646	1,633,646	206,626	14%
Revenues under Expenditures	(515,219)	(515,219)	(479,023)	(479,023)	(479,023)	36,196	-7%
Beginning Fund Balance	515,219	515,219	479,023	479,023	479,023	(36,196)	-7%
Ending Fund Balance \$	-	-	-	-	-	-	
FTE's	6.00	7.00	9.00	9.00	9.00	2.00	29%

Budget Analysis:

Revenues increase \$242,822 (27%). Expenditures, excluding Contingency, increase \$546,786 (51%). Contingency decreases \$340,160 (96%). Beginning fund balance decreases \$36,196 (7%).

This budget includes projected revenue increase based on WCCLS operational funding transfers. The funding transfers are dictated by a Board-approved five-year intergovernmental agreement (IGA) with WSCL that expires in June 2021.

Based on patron service needs, WSCL is currently evaluating staffing models. Personnel Services increase primarily due salaries, retirement costs, health benefits and adding two part-time Library Assistants and four part-time Library Clerk positions.

Materials & Services increase mainly due to the planned purchase of two self-check out stations. The self-check out stations will allow WSCL staff to focus more time on providing key services and resources for patrons' unmet needs, including readers' advisory, collection maintenance, technical support and programs for all ages. Funds are re-budgeted from materials and supplies and transferred from WCCLS (Fund 184) for public service area improvements to enhance patron accessibility and for work room improvements to enhance staff safety.

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The nearly 100-acres owned by Washington County where the annual County Fair event takes place and home of the new Event Center. In addition to the County Fair, the Fair Complex hosts a variety of events throughout the year at the new Event Center and the rest of the Fairgrounds. The County oversees the management of the Fairgrounds (now known as Westside Commons); 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 provide fiscal and operational oversight on production of the Fair.

1. **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, the Event Center, and Capital Improvements which are housed in their own funds and/or programs. The Fairgrounds, also called the Fair Complex, and now known as Westside Commons, is the venue for a variety of community events and private functions.
2. **Annual County Fair (200-981010)**: This program accounts for all the activities associated with the annual County Fair that are planned, prepared and produced by staff under the direction of the Fair Board.
3. **Fair Complex Capital Improvements (200-981030)**: This program accounts for Capital Improvements Maintenance Plan projects and other major facility needs.
4. **Fair Complex Event Center (200-981035)**: This program was discontinued on February 18, 2020 when a new Enterprise Fund (Fund 435) was established for the Event Center operations.

County Fair Complex 200-9810

Budget Detail

Program Description	Adopted	Modified	Proposed	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Fair Complex Operations & Interim Rentals	\$ 2,806,916	2,788,042	1,784,167	1,784,167	1,784,167	(1,003,875)	-36%
Annual County Fair	1,882,836	1,882,836	2,855,099	2,855,099	2,855,099	972,263	52%
Fair Complex Capital Improvements	1,075,000	1,075,000	527,520	527,520	527,520	(547,480)	-51%
Fair Complex Event Center	1,231,126	-	-	-	-	-	0%
Total	6,995,878	5,745,878	5,166,786	5,166,786	5,166,786	(579,092)	-10%
by category							
Taxes	2,268,021	2,268,021	1,795,530	1,795,530	1,795,530	(472,491)	-21%
Intergovernmental	53,166	53,166	-	-	-	(53,166)	-100%
Charges for Services	996,300	996,300	1,733,700	1,733,700	1,733,700	737,400	74%
Miscellaneous	366,000	366,000	485,000	485,000	485,000	119,000	33%
Operating Transfers In	1,250,000	-	-	-	-	-	0%
Total Revenues	4,933,487	3,683,487	4,014,230	4,014,230	4,014,230	330,743	9%
Personnel Services	1,174,824	919,654	909,186	909,186	909,186	(10,468)	-1%
Materials & Services	1,610,065	811,300	1,139,125	1,139,125	1,139,125	327,825	40%
Other	936,754	936,254	1,510,000	1,510,000	1,510,000	573,746	61%
Interdepartmental	197,164	147,873	641,655	641,655	641,655	493,782	334%
Capital Outlay	1,151,292	1,023,892	-	-	-	(1,023,892)	-100%
subtotal	5,070,099	3,838,973	4,199,966	4,199,966	4,199,966	360,993	9%
Contingency	1,925,779	1,906,905	966,820	966,820	966,820	(940,085)	-49%
Total Expenditures	6,995,878	5,745,878	5,166,786	5,166,786	5,166,786	(579,092)	-10%
Revenues under Expenditures	(2,062,391)	(2,062,391)	(1,152,556)	(1,152,556)	(1,152,556)	909,835	-44%
Beginning Fund Balance	2,062,391	2,062,391	1,152,556	1,152,556	1,152,556	(909,835)	-44%
Ending Fund Balance \$	-	-	-	-	-	-	
FTE's	12.65	13.05	7.50	7.50	7.50	(5.55)	-43%

Budget Analysis:

Revenues increase \$330,743 (9%). Expenditures, excluding Contingency, increase \$360,993 (9%). Contingency decreases \$940,085 (49%). Beginning fund balance decreases \$909,835 (44%).

Revenue and expenditure increases are associated primarily with the transition from a four-day to a ten-day Fair. Beginning fund balance and contingency both decrease almost \$1 million due primarily to: 1) drop in projected Transient Lodging Tax (TLT) revenue in the previous budget year (FY2019-20) of almost \$500,000; and, 2) planned use of reserves in previous fiscal years for needed maintenance/repairs and the master planning process. Consistent with past practice, 75% of TLT received in this fund is designated to Fair Complex Operations (Program 981005) and 25% is designated to Annual County Fair (Program 981010).

Fair Complex Operations & Interim Rentals (981005):

TLT revenue shows a budgeted decrease of \$472,000 (31%) over the previous year's budget. The decrease is due to a combination of slowing market growth trend and a one-time change to a more conservative fiscal year 2020-21 projection approach.

Expenditures, excluding contingency, decrease almost \$64,000 (7%) due primarily to splitting personnel services with the new Event Center Operations organization unit (435-9840). Contingency decreases to just under \$1 million and represents funds held in reserve for future and unanticipated needs in this organization.

Annual County Fair (981010):

Revenues increase almost \$900,000 (48%) and associated expenditures increase \$970,000 (52%). These increases are due to the change from a four-day to a ten-day County Fair. Note that this program is budgeted at a loss of \$73,000 comprised of \$53,000 in lost state revenue and a 44% increase in County Cost Allocation Plan charges. State revenue that is normally received is designated to youth programming for 4-H & FFA at the Fair. With the loss of this designated funding, the Fair Board decided not to cut programming for 4-H, FFA or programs that benefit the public.

Capital Improvements (981030):

Expenditures in this program include \$15,000 for professional services to support continued plans of Phase 1 of the approved Master Plan, \$12,500 for Fleet, and \$500,000 to support repairs for the Facility Operations (Armory) building as well as fleet charges to support equipment. No other major initiatives are planned for this year.

Event Center (981035):

This program has been discontinued as the Event Center operations moved to a separate organization unit (435-9840) in FY2019-20.

COVID-19 Update: Operation of the Fair Complex and County Fair rely heavily on revenue from TLT, which is predicted to have a significant short-term and possible longer-term decrease. Because the Fair Complex is shut down to events and with the possibility that the County Fair will not be able to occur this year, staff is curtailing costs as much as possible while monitoring TLT collection rates in anticipation of a TLT downturn. We will revisit budget and operational plans as needed as the impacts of COVID-19 continue to be assessed.

Transient Lodging Tax 240-1655

Budget Detail

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.

Program Description	Adopted	Modified	Proposed	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Targeted Tourism	\$ 4,053,641	4,053,641	2,875,362	2,875,362	2,875,362	(1,178,279)	-29%
Flexible Tourism	1,283,185	1,283,185	1,393,900	1,393,900	1,393,900	110,715	9%
Total	5,336,826	5,336,826	4,269,262	4,269,262	4,269,262	(1,067,564)	-20%
by category							
Taxes	3,888,600	3,888,600	4,224,100	4,224,100	4,224,100	335,500	9%
Miscellaneous	35,323	35,323	24,100	24,100	24,100	(11,223)	-32%
Total Revenues	3,923,923	3,923,923	4,248,200	4,248,200	4,248,200	324,277	8%
Materials & Services	5,309,326	5,309,326	4,241,762	4,241,762	4,241,762	(1,067,564)	-20%
Interdepartmental	27,500	27,500	27,500	27,500	27,500	-	0%
subtotal	5,336,826	5,336,826	4,269,262	4,269,262	4,269,262	(1,067,564)	-20%
Contingency	-	-	-	-	-	-	0%
Total Expenditures	5,336,826	5,336,826	4,269,262	4,269,262	4,269,262	(1,067,564)	-20%
Revenues under Expenditures	(1,412,903)	(1,412,903)	(21,062)	(21,062)	(21,062)	1,391,841	-99%
Beginning Fund Balance	1,412,903	1,412,903	21,062	21,062	21,062	(1,391,841)	-99%
Ending Fund Balance \$	-	-	-	-	-	-	

Budget Analysis:

Revenues increase \$324,277 (8%). Expenditures decrease \$1,067,564 (20%). Beginning fund balance decreases \$1,391,841 (99%).

Despite new hotels and higher per night rate charges the revenue growth rate has slowed when compared to the last several years. The FY 2020-21 budget was prepared using a 5% revenue growth assumption.

The distribution to Washington County Visitor's Association (WCVA) is anticipated to be approximately \$4.2 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 drop in Materials & Services expenditures is due to the planned transfer of \$1.4 million previously set aside for future tourism-related projects and transferred to the Event Center Project in FY 2019-20.

COVID-19 Update: Recent events related to COVID-19 are likely to have an impact on this revenue stream.

Event Center Operations 435-9840

Budget Detail

The new Event Center is located on the nearly 100-acre Fairgrounds owned by Washington County. The Event Center, when it opens in the Fall of 2020, will host a variety of events throughout the year. The County oversees the management of the Fairgrounds (now known as Westside Commons) including the Event Center. 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 provide fiscal and operational oversight on production of the Fair. The Event Center will be used for the County Fair by the Fair Board at no cost.

1. **Event Center Operations (435-984005):** This fund-program accounts for all operations, activities and events held at the new Event Center located on the Fairgrounds. Fairgrounds operations and events (non-Event Center), the annual County Fair, and Fairgrounds Capital Improvements are housed in a separate County Fair Complex organization unit (200-9810).

Program Description	Adopted	Modified	Proposed	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Event Center Operations	\$ -	1,250,000	1,571,523	1,571,523	1,571,523	321,523	26%
Total	-	1,250,000	1,571,523	1,571,523	1,571,523	321,523	26%
by category							
Charges for Services	-	-	225,000	225,000	225,000	225,000	-%
Miscellaneous	-	-	746,000	746,000	746,000	746,000	-%
Operating Transfers In	-	1,250,000	-	-	-	(1,250,000)	-100%
Total Revenues	-	1,250,000	971,000	971,000	971,000	(279,000)	-22%
Personnel Services	-	255,170	612,667	612,667	612,667	357,497	140%
Materials & Services	-	798,765	547,916	547,916	547,916	(250,849)	-31%
Other	-	500	15,000	15,000	15,000	14,500	2,900%
Interdepartmental	-	49,291	141,656	141,656	141,656	92,365	187%
Capital Outlay	-	127,400	-	-	-	(127,400)	-100%
subtotal	-	1,231,126	1,317,239	1,317,239	1,317,239	86,113	7%
Contingency	-	18,874	254,284	254,284	254,284	235,410	1,247%
Total Expenditures	-	1,250,000	1,571,523	1,571,523	1,571,523	321,523	26%
Revenues under Expenditures	-	-	(600,523)	(600,523)	(600,523)	(600,523)	-%
Beginning Fund Balance	-	-	600,523	600,523	600,523	600,523	-%
Ending Fund Balance \$	-	-	-	-	-	-	
FTE's	-	0.60	5.50	5.50	5.50	4.90	817%

Budget Analysis:

Revenues decrease \$279,000 (22%). Expenditures, excluding Contingency, increase \$86,113 (7%). Contingency increases \$235,410 (1,247%).

The Event Center is currently under construction and officially opens for paying event customers in September 2020. "Seed funding" of \$1.25 million was transferred from the Event Center Construction Fund to this fund in fiscal year 2019-20 to cover expenses as the Event Center prepares to open. Event Center costs for FY 2019-20 are estimated to be \$650,000 due primarily to equipment purchases needed for Event Center operations. This will reduce the estimated beginning fund balance (seed funding balance) for FY 2020-21 to \$600,500.

The Center's business plan is founded upon a 'walk before we run' approach that phases in the strategies from each major revenue category over the next 12 to 60 months. The business plan details individual phased strategies in marketing and its four major revenue categories: Rent & Charges for Services (69%); Parking (20%); Concessions and Catering (9%); and Non-Operating Revenue of (1%). A phased implementation approach in each major revenue category allows Center operations to leverage opportunities as it builds its portfolio of events. Because the Center is a new operation, a recurring theme throughout the plan is implementing the initial strategy, gathering more operational experience, data, and lessons learned before assessing its effectiveness and developing long-term strategies for continued success.

Significant changes in personnel costs (140%) are due to the transfer of some FTE costs from the Fair Complex organization unit (200-9810) to the Event Center and additional 4.00 FTEs that were added in late FY 2019-20 to prepare for the Event Center opening and support operations. Materials & Services expenses are less (31%) than FY 2019-20 as investing in furniture, fixtures & equipment for the opening of the Event Center will be complete.

Note: At the beginning of FY 2019-20, Event Center Operations was housed in the Fair Complex organization unit (200-9810). In February 18, 2020, the Board authorized the creation of a separate organization unit for the Event Center Operations, and all revenue and expenses were moved to this new fund and program.

COVID-19 Update: Fortunately, the Event Center is not scheduled to be open to the public for paying events until September. As we approach the opening of the Event Center this fall, we are hopeful that events will have returned to normal. If we are still closed down or there is still public uncertainty about booking or attending events, we will need to revisit our budget, operation, and business plan at that time. In the meantime, hiring of four new FTEs is on hold and we are looking at options for reducing costs associated with current marketing and advertising campaigns which will allow us to end the year with a larger contingency.

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Non-departmental

Non-departmental100-1620
General Fund Contingency100-1630
Community Network100-1696

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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	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Non-departmental	\$ 3,015,187	4,015,187	834,028	834,028	834,028	(3,181,159)	-79%
General Fund Contingency	8,946,046	7,217,483	1,902,698	1,902,698	1,628,252	(5,589,231)	-77%
Community Network	679,500	679,500	745,500	745,500	745,500	66,000	10%
Totals	12,640,733	11,912,170	3,482,226	3,482,226	3,207,780	(8,704,390)	-73%

by category

Charges for Services	100,000	100,000	-	-	-	(100,000)	-100%
Total Revenues	100,000	100,000	-	-	-	(100,000)	-100%
Materials & Services	2,616,250	3,616,250	483,650	483,650	483,650	(3,132,600)	-87%
Other	1,078,437	1,078,437	1,095,878	1,095,878	1,095,878	17,441	2%
subtotal	3,694,687	4,694,687	1,579,528	1,579,528	1,579,528	(3,115,159)	-66%
Contingency	8,946,046	7,217,483	1,902,698	1,902,698	1,628,252	(5,589,231)	-77%
Total Expenditures	12,640,733	11,912,170	3,482,226	3,482,226	3,207,780	(8,704,390)	-73%
General Fund Subsidy \$	12,540,733	11,812,170	3,482,226	3,482,226	3,207,780	(8,604,390)	-73%

Non-departmental 100-1620

Budget Detail

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

- Non-departmental (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) animal damage control

Program Description	Adopted	Modified	Proposed	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Non-departmental	\$ 3,015,187	4,015,187	834,028	834,028	834,028	(3,181,159)	-79%
Total	3,015,187	4,015,187	834,028	834,028	834,028	(3,181,159)	-79%
by category							
Charges for Services	100,000	100,000	-	-	-	(100,000)	-100%
Total Revenues	100,000	100,000	-	-	-	(100,000)	-100%
Materials & Services	2,616,250	3,616,250	483,650	483,650	483,650	(3,132,600)	-87%
Other	398,937	398,937	350,378	350,378	350,378	(48,559)	-12%
Total Expenditures	3,015,187	4,015,187	834,028	834,028	834,028	(3,181,159)	-79%
General Fund Subsidy \$	2,915,187	3,915,187	834,028	834,028	834,028	(3,081,159)	-79%

Budget Analysis:

Revenues decrease \$100,000 (100%). Expenditures decrease \$3,181,159 (79%). General Fund subsidy decreases \$3,081,159 (79%).

The 2014 Intel SIP (Strategic Investment Program) marked the sixth and final year of its \$100,000 annual community services contribution in fiscal year 2019-20. This causes revenue in FY 2020-21 to drop to zero in this organization unit.

Changes to Materials & Services includes reduction of the \$2 million Board Priority Fund. Expenditures also drop because costs were transferred for the Oregon Ethics Commission and for the federal government relations contract (currently Van Scoyoc) to the Inter-government Relations program in the County Administrative Office organization unit (100-1510). Costs were also transferred to the Community Network organization unit (100-1696) for contributions to Worksystems, Inc. and CashOregon.

Specific expenditures are included in the following table:

Non Departmental	2019-20 Modified	2020-21 Proposed	\$ Change	% Change
Various Association of Counties Dues	112,600	174,200	61,600	55%
Association of Oregon & California Counties Dues	6,200	3,700	(2,500)	-40%
Housing Alliance Dues	5,000	5,000	-	0%
Federal and State Lobbying	226,000		(226,000)	-100%
Special Projects	30,000	30,000	-	0%
National Association of County Organizations (NACO)	9,500	9,500	-	0%
Community Survey Projects	20,000	20,000	-	0%
Northwest Oregon Resource Conservation & Development	400	-	(400)	-100%
Westside Transportation Alliance Dues	3,750	3,750	-	0%
Trimet Passport Program	235,000	235,000	-	0%
Regional Arts and Culture Council	183,000	190,000	7,000	4%
Placeholder for Board of Commissioner Priority Projects	2,000,000	-	(2,000,000)	-100%
Miscellaneous Membership Dues	3,300	2,500	(800)	-24%
Work Systems Inc (moved to Community Network Program)	56,000		(56,000)	-100%
Animal Damage Control	44,937	55,378	10,441	23%
United Way - Online Administrative Cost For Employee Giving Campaign	5,000	5,000	-	0%
Board of Commssioner Allocations (previously funded by SIP)	100,000	100,000	-	0%
Cash Oregon (Moved to Community Network)	10,000		(10,000)	-100%
Totals	\$ 3,050,687	\$ 834,028	(2,216,659)	-73%

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

Program Description	Adopted	Modified	Proposed	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Contingency	\$ 8,946,046	7,217,483	1,902,698	1,902,698	1,628,252	(5,589,231)	-77%
Total	8,946,046	7,217,483	1,902,698	1,902,698	1,628,252	(5,589,231)	-77%
by category							
Contingency	8,946,046	7,217,483	1,902,698	1,902,698	1,628,252	(5,589,231)	-77%
Total Expenditures	8,946,046	7,217,483	1,902,698	1,902,698	1,628,252	(5,589,231)	-77%
General Fund Subsidy \$	8,946,046	7,217,483	1,902,698	1,902,698	1,628,252	(5,589,231)	-77%

Budget Analysis:

The combined contingencies in the Revenue Stabilization Fund (\$11,615,588) and General Fund (\$1,902,698) total \$13,518,286. The Board of Commissioner's goal is to maintain a reserve that is a minimum of 15%, with a goal of 20% of net General Fund revenues. The General Fund reserve in the annual budget include: 1) 6% of budgeted expenditures will reside within departmental budget appropriations based on the assumption that departmental expenditures will be spent at 94% of budget; 2) General Fund Contingency 3) Revenue Stabilization Fund Balance and 4) Strategic Investment Program fund balance.

Adopted Budget:

The Board of Commissioners reduced Contingency by \$274,446 to appropriate additional funds to the Sheriff's Office for the purchase of Body Worn Cameras. The additional appropriation for this purpose is found in the General Fund Law Enforcement Organizational Unit (100-4020).

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

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

Program Description	Adopted	Modified	Proposed	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Community Network	\$ 679,500	679,500	745,500	745,500	745,500	66,000	10%
Total	679,500	679,500	745,500	745,500	745,500	66,000	10%
by category							
Other	679,500	679,500	745,500	745,500	745,500	66,000	10%
Total Expenditures	679,500	679,500	745,500	745,500	745,500	66,000	10%
General Fund Subsidy \$	679,500	679,500	745,500	745,500	745,500	66,000	10%

Budget Analysis:

Expenditures increase \$66,000 (10%). General Fund subsidy increases \$66,000 (10%).

The increase in expenditures reflects the transfer of funds for CashOregon and Worksystems, Inc. from the Non-Departmental organization unit (100-1620) to consolidate costs of like purpose in one place.

Specific expenditures are included in the following table:

Community Network	2019-20 Modified	2020-21 Proposed	\$ Change	% Change
211 Information	80,000	80,000	-	0%
Bienestar	10,000	10,000	-	0%
CASH Oregon (Previously in Non- Departmental)		10,000	10,000	0%
Centro Cultural	50,000	50,000	-	0%
Community Action	120,000	120,000	-	0%
Community Housing Fund	110,000	110,000	-	0%
Community Partners for Affordable Housing	10,000	10,000	-	0%
Hands On Greater Portland (Volunteer Clearinghouse)	35,000	35,000	-	0%
Vision Action Network	142,000	142,000	-	0%
Worksystems, Inc. -Summer Works Program (Previously in Non- Departmental)		56,000	56,000	0%
Building Maintenance Funds for:			-	0%
Centro Cultural	25,000	25,000	-	0%
Boys & Girls Aid / Safe Place	15,000	15,000	-	0%
Community Action	25,000	25,000	-	0%
Domestic Violence Resource Center	15,000	15,000	-	0%
Family Promise of Washington County	2,500	2,500	-	0%
Good Neighbor Center	15,000	15,000	-	0%
Five Oaks Museum	25,000	25,000	-	0%
Totals	\$ 679,500	\$ 745,500	66,000	10%

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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 (MSTIP)362-6065
- 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	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
2016 FF&C Facilities Capital Projects	\$ 3,732,125	3,732,125	1,926,322	1,926,322	1,926,322	(1,805,803)	-48%
ITS Capital Projects	8,034,428	8,284,428	7,833,812	7,833,812	8,616,812	332,384	4%
Facilities Park SDC	84,020	84,020	82,727	82,727	82,727	(1,293)	-2%
Facilities Capital Projects	11,393,200	11,484,200	14,710,652	14,710,652	14,710,652	3,226,452	28%
Parks & Open Spaces Opportunity	352,368	352,368	334,556	334,556	334,556	(17,812)	-5%
Emergency Communications System	28,700,000	44,848,554	30,547,352	30,547,352	30,547,352	(14,301,202)	-32%
Event Center	40,575,728	40,575,728	3,635,979	3,635,979	3,635,979	(36,939,749)	-91%
subtotal - Facilities & Technology	92,871,869	109,361,423	59,071,400	59,071,400	59,854,400	(49,507,023)	-45%
Countywide Traffic Impact Fee	1,613,145	2,740,347	1,247,174	1,247,174	1,371,674	(1,368,673)	-50%
Major Streets Transportation Improvement Program (MSTIP)	171,151,422	171,151,422	127,987,948	127,987,948	127,987,948	(43,163,474)	-25%
Road Capital Projects	37,076,030	37,076,030	39,334,329	39,334,329	39,334,329	2,258,299	6%
Transportation Development Tax	52,696,947	52,696,947	71,622,488	71,622,488	71,622,488	18,925,541	36%
North Bethany SDC	7,628,491	7,628,491	6,474,026	6,474,026	6,474,026	(1,154,465)	-15%
Bonny Slope West SDC	1,392,500	1,392,500	2,165,605	2,165,605	2,165,605	773,105	56%
subtotal - Transportation	271,558,535	272,685,737	248,831,570	248,831,570	248,956,070	(23,729,667)	-9%
Totals \$	364,430,404	382,047,160	307,902,970	307,902,970	308,810,470	(73,236,690)	-19%

CAPITAL

BUDGET OVERVIEW

Category Description	Adopted	Modified	Proposed	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Taxes	\$ 1,350,000	1,350,000	-	-	-	(1,350,000)	-100%
Intergovernmental	41,839,807	41,839,807	21,096,843	21,096,843	21,096,843	(20,742,964)	-50%
Charges for Services	7,407,371	7,407,371	6,107,371	6,107,371	6,107,371	(1,300,000)	-18%
Interdepartmental	3,891,896	3,840,651	6,748,113	6,748,113	6,748,113	2,907,462	76%
Miscellaneous	6,236,264	6,236,264	4,159,453	4,159,453	4,159,453	(2,076,811)	-33%
Operating Transfers In	69,269,145	70,706,486	80,571,918	80,571,918	80,571,918	9,865,432	14%
Total Revenues	129,994,483	131,380,579	118,683,698	118,683,698	118,683,698	(12,696,881)	-10%
Materials & Services	248,234,908	249,238,094	187,370,087	187,370,087	187,494,587	(61,743,507)	-25%
Other	190,020	190,020	444,227	444,227	444,227	254,207	134%
Interdepartmental	9,160,047	9,237,063	9,185,537	9,185,537	9,185,537	(51,526)	-1%
Operating Transfers Out	15,502,981	15,502,981	28,758,088	28,758,088	28,758,088	13,255,107	86%
Capital Outlay	91,342,448	107,879,002	82,145,031	82,145,031	82,928,031	(24,950,971)	-23%
subtotal	364,430,404	382,047,160	307,902,970	307,902,970	308,810,470	(73,236,690)	-19%
Total Expenditures	364,430,404	382,047,160	307,902,970	307,902,970	308,810,470	(73,236,690)	-19%
Revenues under Expenditures	(234,435,921)	(250,666,581)	(189,219,272)	(189,219,272)	(190,126,772)	60,539,809	-24%
Beginning Fund Balance	234,435,921	250,666,581	189,219,272	189,219,272	190,126,772	(60,539,809)	-24%
Ending Fund Balances \$	-	-	-	-	-	-	

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	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Projects for FF&C Funding	\$ 3,732,125	3,732,125	1,926,322	1,926,322	1,926,322	(1,805,803)	-48%
Total	3,732,125	3,732,125	1,926,322	1,926,322	1,926,322	(1,805,803)	-48%
by category							
Miscellaneous	52,500	52,500	30,000	30,000	30,000	(22,500)	-43%
Total Revenues	52,500	52,500	30,000	30,000	30,000	(22,500)	-43%
Capital Outlay	3,732,125	3,732,125	1,926,322	1,926,322	1,926,322	(1,805,803)	-48%
subtotal	3,732,125	3,732,125	1,926,322	1,926,322	1,926,322	(1,805,803)	-48%
Contingency	-	-	-	-	-	-	0%
Total Expenditures	3,732,125	3,732,125	1,926,322	1,926,322	1,926,322	(1,805,803)	-48%
Revenues under expenditures	(3,679,625)	(3,679,625)	(1,896,322)	(1,896,322)	(1,896,322)	1,783,303	-48%
Beginning Fund Balance	3,679,625	3,679,625	1,896,322	1,896,322	1,896,322	(1,783,303)	-48%
Ending Fund Balance \$	-	-	-	-	-	-	

Budget Analysis:

Revenues decrease \$22,500 (43%). Expenditures decrease \$1,805,803 (48%). Beginning fund balance decreases \$1,783,303 (48%).

Expenditures and available fund balance decrease as the result of completion of the Public Safety Training Center and Public Services Building Seismic Retrofit projects. Interest earnings are expected to reflect the lower fund balance. All available resources remaining in the fund are appropriated for flexibility to address future project needs.

Description	Resources	2016-17 Actual	2017-18 Actual	2018-19 Actual	2019-20 Estimate	2020-21 Budget
Beginning Fund Balance		32,895,477	20,837,028	10,381,884	2,888,823	1,896,322
Bond Proceeds	32,895,477					
Interest Revenue		158,432	130,841	356,123	65,000	30,000
Total Resources	32,895,477	33,053,909	20,967,869	10,738,007	2,953,823	1,926,322
Description	Project Cost Estimates	2016-17 Actual	2017-18 Actual	2018-19 Actual	2019-20 Estimate	2020-21 Budget
Public Services Building Seismic	\$ 9,000,000	4,207,995	4,806,339	1,112,699	757,500	
Public Safety Training Center	9,343,746	792,231	5,779,645	4,736,485		
Law Enforcement	4,000,000	2,600				
Buildings on Downtown Campus	5,000,000	5,178,337				
Hagg Lake Road	1,900,000	1,900,000				
Blanton Property				2,000,000		
HHS Relocation (SCE)					300,000	
Facilities Contingency	3,516,067					1,926,322
Total General Facilities Projects	32,759,813	12,081,164	10,585,984	7,849,185	1,057,500	1,926,322
Closing Costs	135,664	135,717				
Total Expenditures	\$ 32,895,477	12,216,881	10,585,984	7,849,185	1,057,500	1,926,322
Resources less expenditures =	-	20,837,028	10,381,884	2,888,823	1,896,322	(0)
Ending Fund Balance						

ITS Capital Projects 354-3580

Budget Detail

Information Technology Services Division provides comprehensive technology services to Washington County departments and offices. The capital budget for Information Technology Services is divided into functional focus areas within the division: The Office of the Chief Information Officer, Technical Services, Application Support and Advanced Applications.

1. **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.
2. **ITS Capital Application Support (354-358081):** Supports primary business applications for County departments.
3. **ITS Capital Technical Services (354-358082):** The program supports all client configurations, network, server, and security infrastructure.
4. **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. This program will be closed on June 30, 2020.
5. **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	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
ITS Capital Advanced Technology	\$ 1,604,240	1,604,240	685,386	685,386	685,386	(918,854)	-57%
ITS Capital Application Support	2,631,753	2,881,753	2,627,962	2,627,962	2,627,962	(253,791)	-9%
ITS Capital Technical Services	2,973,935	2,973,935	3,242,464	3,242,464	3,242,464	268,529	9%
ITS Capital Voice Services	40,000	40,000	-	-	-	(40,000)	-100%
ITS Capital Office of the Chief Information Officer (CIO)	784,500	784,500	1,278,000	1,278,000	2,061,000	1,276,500	163%
Total	8,034,428	8,284,428	7,833,812	7,833,812	8,616,812	332,384	4%
by category							
Interdepartmental	1,964,896	1,822,651	2,020,113	2,020,113	2,020,113	197,462	11%
Operating Transfers In	3,814,964	3,107,735	3,926,874	3,926,874	3,926,874	819,139	26%
Total Revenues	5,779,860	4,930,386	5,946,987	5,946,987	5,946,987	1,016,601	21%
Capital Outlay	8,034,428	8,284,428	7,833,812	7,833,812	8,616,812	332,384	4%
subtotal	8,034,428	8,284,428	7,833,812	7,833,812	8,616,812	332,384	4%
Contingency	-	-	-	-	-	-	0%
Total Expenditures	8,034,428	8,284,428	7,833,812	7,833,812	8,616,812	332,384	4%
Revenues under expenditures	(2,254,568)	(3,354,042)	(1,886,825)	(1,886,825)	(2,669,825)	684,217	-20%
Beginning Fund Balance	2,254,568	3,354,042	1,886,825	1,886,825	2,669,825	(684,217)	-20%
Ending Fund Balance \$	-	-	-	-	-	-	

Budget Analysis:

Revenues increase \$1,016,601 (21%). Expenditures decrease \$450,616 (5%). Beginning fund balance decreases \$1,467,217 (44%).

Total revenue is consist of funding for new General Fund projects and Special Funds projects. New General Fund projects total \$3,926,874, up 26% over last year. New Special Funds projects total \$2,020,113, up 11% over last year. Beginning fund balance is projected at \$1,886,825, which are unfinished projects carrying forward from fiscal year 2019-20. New project funding includes a transfer from Gain Share of \$1,000,000 and a transfer from ITS System Replacement Fund of \$930,000. The balance of \$1,996,874 is a transfer from the General Fund.

Capital Outlay decreases 5% compared to previous fiscal year. Several multi-year initiatives continue in this fiscal year including the Jail Management System, Disaster Recovery enhancements, Virtualization Technologies (\$185,000) and County Website Redesign (\$250,000). New initiatives include Purchasing software to enhance DEI tracking (\$85,000), expanding data analytics and visualization platform (\$80,000) and planning for Enterprise Resource Planning system upgrade (\$75,000).

Gain Share funded projects include new Justice Court software (\$150,000), network redundancy at Elections (\$150,000), software to improve the Board Agenda management process (\$150,000), additional security initiatives (\$200,000) and continued Laserfiche expansion (\$100,000).

ITS System Replacement funded projects include lifecycle upgrades to core network and infrastructure hardware and systems (\$670,000) and Jail Fingerprint Capture System replacement (\$140,000).

Adopted Budget:

The Board of Commissioners increased expenditures \$783,000 as a carry forward of projects that will not be completed by June 30, 2020.

Project Category	Project Description	Beginning Fund Balance	Gain Share	General Fund	System Replacement Fund	Special Funds	Totals
Assessment & Taxation System	Hardware/Software to support A&T and Elections.	1,720	-	30,000	-	-	31,720
Client Systems and Software	Workstation upgrades, new nodes, client hw/sw, monitors, printers and plotters		-	378,991	-	548,538	927,529
COOP/DR	Hardware/Software to support COOP and DR activities. Includes consideration of out of region data center to enhance resiliency.	635,000	-	10,000	-	-	645,000
Criminal Justice Systems	Hardware/Software to support Criminal Justice and Public Safety. Includes replacement of Jail Management System, Justice Court software, Civil Database replacement, CAFIS upgrades.	586,605	-	230,687	120,000	275,160	1,212,452
Cyber Security and Compliance	Hardware/Software and systems to support county cyber security and compliance efforts. Includes enhancements in monitoring and detection, password management	166,000	200,000	302,000	-	-	668,000
Document Publishing	Hardware/Software to support Document Publishing. Includes additional Adobe purchases.	2,000	-	-	-	33,397	35,397
Engineering System	Hardware/Software to support Engineering Systems. Includes ProjectDox, CPM system.		-	-	-	265,199	265,199
Enterprise Systems	Hardware/Software to support Engineering Systems. Includes support for Agenda management, enhanced constituent engagement, workflow, data visualization.	400,000	250,000	258,500	-	6,380	914,880
Facilities Systems	Hardware/Software to support Facilities Management. Includes PM software.		-	75,000	-	-	75,000
Finance System	Hardware/Software to support Finance. Includes hardware and support for Wisard upgrade, additional Questica licenses.		-	86,250	50,000	-	136,250
GIS	Hardware/Software to support GIS. Includes aerial imagery, data visualization.	3,000	-	33,000	-	58,840	94,840
Health & Human Services System	Hardware/Software to support HHS. Includes HealthSpace licensing, lifecycle planning for Health Insight.		-	20,000	-	999	20,999
Infrastructure	Infrastructure to support Enterprise Systems. Includes lifecycle replacement of core firewalls, network equipment, server hardware, add resiliency to Elections building.	85,000	150,000	454,046	760,000	103,000	1,552,046
Other Department Systems	Hardware/Software to support departments not included elsewhere. Includes B2G software, asset management system		150,000	110,000	-	545,000	805,000
Permitting & Inspection System	Hardware/Software to support Permitting and Inspection systems. Additional Accela work, Selectron.	3,000	-	6,400	-	173,600	183,000
Web & Digital Presence	Hardware/Software to support county digital presence. Includes CMS redesign and replacement.	4,500	250,000	2,000	-	10,000	266,500
	Totals	1,886,825	1,000,000	1,996,874	930,000	2,020,113	7,833,812

Facilities Park SDC 355-3580

Budget Detail

This fund accounts 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	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Park SDC	\$ 84,020	84,020	82,727	82,727	82,727	(1,293)	-2%
Total	84,020	84,020	82,727	82,727	82,727	(1,293)	-2%
by category							
Charges for Services	7,371	7,371	7,371	7,371	7,371	-	0%
Miscellaneous	1,869	1,869	1,475	1,475	1,475	(394)	-21%
Total Revenues	9,240	9,240	8,846	8,846	8,846	(394)	-4%
Other	84,020	84,020	82,727	82,727	82,727	(1,293)	-2%
subtotal	84,020	84,020	82,727	82,727	82,727	(1,293)	-2%
Contingency	-	-	-	-	-	-	0%
Total Expenditures	84,020	84,020	82,727	82,727	82,727	(1,293)	-2%
Revenues under expenditures	(74,780)	(74,780)	(73,881)	(73,881)	(73,881)	899	-1%
Beginning Fund Balance	74,780	74,780	73,881	73,881	73,881	(899)	-1%
Ending Fund Balance \$	-	-	-	-	-	-	

Budget Analysis:

Revenues decrease \$394 (4%). Expenditures decrease \$1,293 (2%). Beginning fund balance decreases \$899 (1%).

The revenue is derived from development activity on lots within the SDC boundary. The revenue estimate for fiscal year 2020-21 assumes three lots will be developed during the year. Detailed review of this district has identified approximately 32 lots available for development. Development activity in FY 2019-20 is lower than was anticipated during the budget process and results in a lower estimated number of lots to be developed in FY 2020-21.

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

Funding for projects comes from the General Fund, various Special Funds, the Gain Share program and Energy Rebates. Programs have been established to match revenue and expenditures by funding source. A capital project can reflect 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 interior space alignment.

1. **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
2. **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.
3. **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.
4. **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	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Projects for General Fund	\$ 5,686,835	5,686,835	6,314,103	6,314,103	6,314,103	627,268	11%
Projects for Special Fund	2,103,816	2,194,816	4,828,000	4,828,000	4,828,000	2,633,184	120%
Projects for Gain Share	3,275,856	3,275,856	3,275,856	3,275,856	3,275,856	-	0%
Projects for Energy Savings	326,693	326,693	292,693	292,693	292,693	(34,000)	-10%
Total	11,393,200	11,484,200	14,710,652	14,710,652	14,710,652	3,226,452	28%
by category							
Intergovernmental	50,000	50,000	15,000	15,000	15,000	(35,000)	-70%
Interdepartmental	1,927,000	2,018,000	4,728,000	4,728,000	4,728,000	2,710,000	134%
Miscellaneous	72,000	72,000	71,000	71,000	71,000	(1,000)	-1%
Operating Transfers In	6,578,000	8,078,000	3,600,000	3,600,000	3,600,000	(4,478,000)	-55%
Total Revenues	8,627,000	10,218,000	8,414,000	8,414,000	8,414,000	(1,804,000)	-18%
Capital Outlay	11,393,200	11,484,200	14,710,652	14,710,652	14,710,652	3,226,452	28%
subtotal	11,393,200	11,484,200	14,710,652	14,710,652	14,710,652	3,226,452	28%
Contingency	-	-	-	-	-	-	0%
Total Expenditures	11,393,200	11,484,200	14,710,652	14,710,652	14,710,652	3,226,452	28%
Revenues under expenditures	(2,766,200)	(1,266,200)	(6,296,652)	(6,296,652)	(6,296,652)	(5,030,452)	397%
Beginning Fund Balance	2,766,200	1,266,200	6,296,652	6,296,652	6,296,652	5,030,452	397%
Ending Fund Balance \$	-	-	-	-	-	-	

Budget Analysis:

Revenues decrease \$1,804,000 (18%). Expenditures increase \$3,226,452 (28%). Beginning fund balance increases \$5,030,452 (397%).

Total revenues include transfers from the General Fund and various special funds to finance capital projects. General fund revenue for fiscal year 2020-21 is projected to be \$3.5 million while special fund revenues are projected to increase approximately \$4.8 million.

The Department of Housing Services relocation is the largest project anticipated to start during the fiscal year. Other projects identified include a mix of space planning projects to address service delivery and growth needs as well as infrastructure improvement projects. All available resources are appropriated each year for flexibility to address shifts in capital project schedules and other unforeseen changes.

A summary table of the anticipated FY 2020-21 projects and their funding sources is provided.

Fiscal Year 20-21 Facilities Capital Projects					
Project Title	General Fund	Special Fund	Gain Share	Energy Savings	Total Facilities General Projects Fund 356
Service Center East Tenant Improvement (TI) - Security	\$ 200,000				200,000
Blanton Tenant Improvement -Design	100,000				100,000
Strategic Facility Plan (SFP)	325,000				325,000
Jury Assembly Room Tenant Improvement	500,000				500,000
Harkins House Tenant Improvement - Security	300,000				300,000
LEC: Emerg Mgmt Relocation/TI Investigations TI	300,000				300,000
Executive Suite TI					
LEC: Property Evidence TI	37,500	12,500			50,000
Housing Services Relocation / TI	1,200,000	30,000			1,230,000
Juvenile Services TI	100,000				100,000
WSC Vehicle Evidence Storage TI	50,000				50,000
All Buildings: Miscellaneous Tenant Improvement	262,500				262,500
FTE Growth	500,000		-		500,000
WSCC Training/Shower/Locker	640,000				640,000
Adams Annex Remodel	50,000				50,000
Jail Pod 5 Cuff Ports	45,000	5,000			50,000
Garage Barrier Upgrade to Parking Structure	350,000				350,000
Fairgrounds - Armory Roof		500,000			500,000
Fleet - WSC Storage Extension		150,000			150,000
Fleet - WSC Storage Enclosure		75,000			75,000
Fleet - Mezzanine Storage		100,000			100,000
HHS Addiction Treatment Center (Phased)		1,250,000			1,250,000
LUT PSB 350 ADA Push Button Entry		40,000			40,000
LUT WSC OPS Conf Room Chairs		15,000			15,000
LUT WSC OPS TI (A) - Security		150,000			150,000
LUT WSC CPS/ECS TI (B) - Security		250,000			250,000
LUT WSC Barco Ops Conf Rm B		3,000			3,000
WSC Security Camera Upgrade		150,000			150,000
WSC Rear Entrance Upgrade		250,000			250,000
West Slope Library - Furniture (Public Area)		75,000			75,000
West Slope Library - ADA Evaluation		25,000			25,000
West Slope Library - Workroom TI		50,000			50,000
West Slope Library - Carpet/Paint (Public Area)		100,000			100,000
HHS Relocate Staff to Service Center East (previously Elections)		100,000			100,000
Jail Waste Filtration System		300,000			300,000
Courthouse Security Camera Replacement/Upgrade		400,000			400,000
WSC Covered Equipment Parking Shelter		400,000			400,000
Animal Shelter Lighting				25,000	25,000
Miscellaneous Improvement; Countywide	1,354,103	397,500	275,856	267,693	2,295,152
subtotals (single year)	6,314,103	4,828,000	275,856	292,693	11,710,652
WSC Seismic Upgrade	-		3,000,000		3,000,000
subtotals (multi-year)	-	-	3,000,000	-	3,000,000
Totals	\$ 6,314,103	4,828,000	3,275,856	292,693	14,710,652

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. 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	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Greenspace	\$ 352,368	352,368	334,556	334,556	334,556	(17,812)	-5%
Total	352,368	352,368	334,556	334,556	334,556	(17,812)	-5%
by category							
Miscellaneous	5,250	5,250	6,000	6,000	6,000	750	14%
Total Revenues	5,250	5,250	6,000	6,000	6,000	750	14%
Materials & Services	30,000	30,000	30,000	30,000	30,000	-	0%
Capital Outlay	322,368	322,368	304,556	304,556	304,556	(17,812)	-6%
subtotal	352,368	352,368	334,556	334,556	334,556	(17,812)	-5%
Contingency	-	-	-	-	-	-	0%
Total Expenditures	352,368	352,368	334,556	334,556	334,556	(17,812)	-5%
Revenues under expenditures	(347,118)	(347,118)	(328,556)	(328,556)	(328,556)	18,562	-5%
Beginning Fund Balance	347,118	347,118	328,556	328,556	328,556	(18,562)	-5%
Ending Fund Balance \$	-	-	-	-	-	-	

Budget Analysis:

Revenues increase \$750 (14%). Expenditures decrease \$17,812 (5%). Beginning fund balance decreases \$18,562 (5%).

Revenue is derived primarily from the management of timber on County owned property. A timber harvest in fiscal year 2018-19 contributed significantly to the available fund balance of \$328,556. The entire budget of \$334,556 is appropriated to maintain flexibility in addressing needs that arise regarding 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. **Dispatch Center** (359-358070): Provides financial accounting for the activities related to the Dispatch Center.
4. **System Infrastructure** (359-358075): Provides financial accounting for the system infrastructure.

Emergency Communications System 359-3580

Budget Detail

Program Description	Adopted	Modified	Proposed	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Administration	\$ -	-	580,041	580,041	580,041	580,041	0%
Radio Acquisition & Distribution	199,311	199,311	199,311	199,311	199,311	-	0%
Dispatch Center	17,499,006	33,647,560	16,168,000	16,168,000	16,168,000	(17,479,560)	-52%
System Infrastructure	11,001,683	11,001,683	13,600,000	13,600,000	13,600,000	2,598,317	24%
Total	28,700,000	44,848,554	30,547,352	30,547,352	30,547,352	(14,301,202)	-32%
by category							
Miscellaneous	700,000	700,000	572,100	572,100	572,100	(127,900)	-18%
Total Revenues	700,000	700,000	572,100	572,100	572,100	(127,900)	-18%
Materials & Services	10,500,239	10,500,239	703,311	703,311	703,311	(9,796,928)	-93%
Other	-	-	289,000	289,000	289,000	289,000	0%
Capital Outlay	18,199,761	34,348,315	29,555,041	29,555,041	29,555,041	(4,793,274)	-14%
subtotal	28,700,000	44,848,554	30,547,352	30,547,352	30,547,352	(14,301,202)	-32%
Contingency	-	-	-	-	-	-	0%
Total Expenditures	28,700,000	44,848,554	30,547,352	30,547,352	30,547,352	(14,301,202)	-32%
Revenues under expenditures	(28,000,000)	(44,148,554)	(29,975,252)	(29,975,252)	(29,975,252)	14,173,302	-32%
Beginning Fund Balance	28,000,000	44,148,554	29,975,252	29,975,252	29,975,252	(14,173,302)	-32%
Ending Fund Balance \$	-	-	-	-	-	-	

Budget Analysis:

Revenues decrease \$127,900 (18%). Expenditures decrease \$14,301,202 (32%). Beginning fund balance decreases \$14,173,302 (32%).

Fiscal year 2020-21 is the fifth 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 \$30,547,352, 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 \$6.5 million of the premium was 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. The remaining portion of the premium is available to fund other bond related expenses.

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.

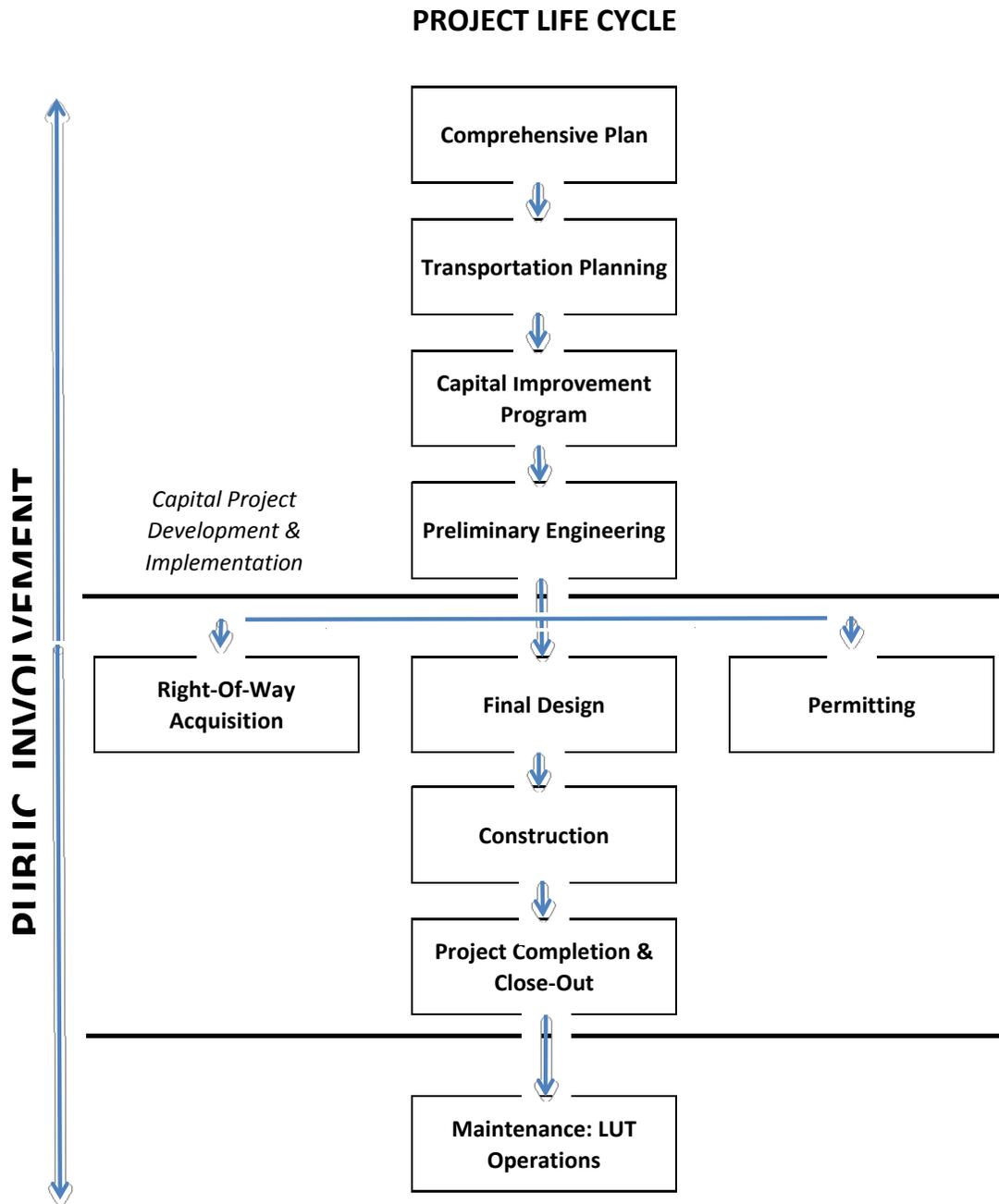
Program Description	Adopted	Modified	Proposed	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Event Center	\$ 40,575,728	40,575,728	3,635,979	3,635,979	3,635,979	(36,939,749)	-91%
Total	40,575,728	40,575,728	3,635,979	3,635,979	3,635,979	(36,939,749)	-91%
by category							
Taxes	1,350,000	1,350,000	-	-	-	(1,350,000)	-100%
Intergovernmental	5,330,000	5,330,000	-	-	-	(5,330,000)	-100%
Miscellaneous	600,000	600,000	3,000	3,000	3,000	(597,000)	-100%
Total Revenues	7,280,000	7,280,000	3,000	3,000	3,000	(7,277,000)	-100%
Materials & Services	2,500,000	2,500,000	-	-	-	(2,500,000)	-100%
Operating Transfers Out	1,250,000	1,250,000	-	-	-	(1,250,000)	-100%
Capital Outlay	36,825,728	36,825,728	3,635,979	3,635,979	3,635,979	(33,189,749)	-90%
subtotal	40,575,728	40,575,728	3,635,979	3,635,979	3,635,979	(36,939,749)	-91%
Contingency	-	-	-	-	-	-	0%
Total Expenditures	40,575,728	40,575,728	3,635,979	3,635,979	3,635,979	(36,939,749)	-91%
Revenues under Expenditures	(33,295,728)	(33,295,728)	(3,632,979)	(3,632,979)	(3,632,979)	29,662,749	-89%
Beginning Fund Balance	33,295,728	33,295,728	3,632,979	3,632,979	3,632,979	(29,662,749)	-89%
Ending Fund Balance \$	-	-	-	-	-	-	

Budget Analysis:

Revenues decrease \$7,277,000 (100%). Expenditures decrease \$36,939,749 (91%). Beginning fund balance decreases \$29,662,749 (89%).

The Wingspan Event and Conference Center project is on schedule for completion in the summer of 2020. The budget for fiscal year 2020-21 reflects a significant decrease in both revenues and expenditures as the Wingspan Event and Conference Center is the only project housed in Fund 380 and will be substantially complete prior to the start of the fiscal year. All available resources are appropriated to accommodate any remaining project finalization activity that occurs after July 1, 2020.

Capital Budget Project Lifecycle



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 (TDT), 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. **Administration 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	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
LUT Capital Projects	\$ 1,603,444	2,730,646	1,244,999	1,244,999	1,369,499	(1,361,147)	-50%
Administration and Analysis	9,701	9,701	2,175	2,175	2,175	(7,526)	-78%
Total	1,613,145	2,740,347	1,247,174	1,247,174	1,371,674	(1,368,673)	-50%
by category							
Miscellaneous	34,737	34,737	13,741	13,741	13,741	(20,996)	-60%
Operating Transfers In	500,000	1,144,570	946,390	946,390	946,390	(198,180)	-17%
Total Revenues	534,737	1,179,307	960,131	960,131	960,131	(219,176)	-19%
Materials & Services	1,493,444	2,496,630	1,208,000	1,208,000	1,332,500	(1,164,130)	-47%
Interdepartmental	110,124	187,140	36,999	36,999	36,999	(150,141)	-80%
Operating Transfers Out	4,577	4,577	2,175	2,175	2,175	(2,402)	-52%
Capital Outlay	5,000	52,000	-	-	-	(52,000)	-100%
subtotal	1,613,145	2,740,347	1,247,174	1,247,174	1,371,674	(1,368,673)	-50%
Contingency	-	-	-	-	-	-	0%
Total Expenditures	1,613,145	2,740,347	1,247,174	1,247,174	1,371,674	(1,368,673)	-50%
Revenues under Expenditures	(1,078,408)	(1,561,040)	(287,043)	(287,043)	(411,543)	1,149,497	-74%
Beginning Fund Balance	1,078,408	1,561,040	287,043	287,043	411,543	(1,149,497)	-74%
Ending Fund Balance \$	-	-	-	-	-	-	

Budget Analysis:

Revenues decrease \$219,176 (19%). Expenditures decrease \$1,493,173 (54%). Beginning fund balance decreases \$1,273,997 (82%).

The TIF Fund currently contains two projects, both which will be completed during fiscal year 2020-21. Once these two projects are completed, the fund will be closed. A transfer from TDT to TIF will fund the final expenditures for the projects.

Miscellaneous revenues decrease (\$20,996) due to the reduced investment interest on the fund balance. Operating transfers in decrease (\$198,180) due to the reduced expenditures for the projects.

Since the two projects are nearing completion, the expenditures required to complete the projects are lower. Materials & Services decrease (\$1,288,630), Interfund expenditures decrease (\$150,141), Transfers to Other Funds decrease (\$2,402), and Capital Outlay decrease (\$52,000).

Adopted Budget:

The Board of Commissioners increased expenditures \$124,500 as a carry forward of projects that will not be completed by June 30, 2020.

Project Name	Project Type	Amount	Status
TIF Road Administration	Program	12,499	Program
Corn Pass/Germantown-Old CPR	Signal	1,219,000	Construction
Scholls Ferry/Scholls Sherwood Intersection	Signal	13,500	Construction
TIF Administration	Program	2,175	Program
	Total	\$ 1,247,174	

Major Streets Transportation Improvement Program (MSTIP) 362-6065

Budget Detail

This fund accounts for resources collected to support the comprehensive Major Streets Transportation Improvement Program (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	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
LUT Capital Projects	\$ 170,826,422	170,826,422	127,987,948	127,987,948	127,987,948	(42,838,474)	-25%
Project Development Program	325,000	325,000	-	-	-	(325,000)	-100%
Total	171,151,422	171,151,422	127,987,948	127,987,948	127,987,948	(43,163,474)	-25%
by category							
Intergovernmental	34,554,682	34,554,682	16,259,800	16,259,800	16,259,800	(18,294,882)	-53%
Miscellaneous	3,224,540	3,224,540	1,465,865	1,465,865	1,465,865	(1,758,675)	-55%
Operating Transfers In	34,599,903	34,599,903	36,969,037	36,969,037	36,969,037	2,369,134	7%
Total Revenues	72,379,125	72,379,125	54,694,702	54,694,702	54,694,702	(17,684,423)	-24%
Materials & Services	149,062,411	149,062,411	83,923,186	83,923,186	83,923,186	(65,139,225)	-44%
Interdepartmental	7,262,820	7,262,820	6,241,136	6,241,136	6,241,136	(1,021,684)	-14%
Operating Transfers Out	2,001,353	2,001,353	16,489,957	16,489,957	16,489,957	14,488,604	724%
Capital Outlay	12,824,838	12,824,838	21,333,669	21,333,669	21,333,669	8,508,831	66%
subtotal	171,151,422	171,151,422	127,987,948	127,987,948	127,987,948	(43,163,474)	-25%
Contingency	-	-	-	-	-	-	0%
Total Expenditures	171,151,422	171,151,422	127,987,948	127,987,948	127,987,948	(43,163,474)	-25%
Revenues under Expenditures	(98,772,297)	(98,772,297)	(73,293,246)	(73,293,246)	(73,293,246)	25,479,051	-26%
Beginning Fund Balance	98,772,297	98,772,297	73,293,246	73,293,246	73,293,246	(25,479,051)	-26%
Ending Fund Balance \$	-	-	-	-	-	-	

Budget Analysis:

Revenues decrease \$17,684,423 (24%). Expenditures decrease \$43,163,474 (25%). Beginning fund balance decreases \$25,479,051 (26%).

Intergovernmental revenues reflect contributions on 18 projects from either a city, Oregon Department of Transportation (ODOT), or other intergovernmental agency during fiscal year 2020-21. This is a decrease from the revenues received during FY 2019-20, primarily due to the funds received on the Elwert-Krueger Intersection project during that fiscal year.

Miscellaneous revenue decreases primarily due to investment interest calculated on the lower fund balance.

Operating transfers in increase during FY 2020-21 primarily due to revenue transfers from Transportation Development Tax Fund (TDT) and the Bonny Slope West System Development Charges (SDC) Fund for four projects.

Materials & Supplies and Interfund expenditures decrease, primarily due to the normal fluctuations in project expenditures associated with the timing of multi-year transportation projects.

Transfers to other funds increase due to a transfer to the TDT fund for MSTIP's \$15,000,000 portion of the payment match to Metro for Washington County's FY 2020-21 contribution to the Southwest Corridor Light Rail Project.

Capital Outlay for right-of-way acquisitions increase; there are 18 projects that will require right-of-way acquisition in FY 2020-21.

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 51 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.

Major Streets Transportation Improvement Program (MSTIP) 362-6065

Budget Detail

Project Name	Project Type	Amount	Status
MSTIP3			
MSTIP 3 Administration	Program	16,279,975	Program
Safety Program	Program	65,892	Program
Traffic Flow Enhancement Program	Program	198,000	Program
MSTIP3C			
Tualatin Sherwood Rd	Road	4,902,500	Design/ROW
124th Ave Extension (Tualatin)	Road	4,750	Post Construction
Walker Road (Schendel to Butner)	Road	6,280,500	Design/ROW
Walker/Murray Intersection Improvements	Road	6,261,500	Design/ROW
Jenkins Road (158th - Murray)	Road	4,857,500	Construction
158th (Walker to Merlo)	Road	12,750	Post Construction
MSTIP 3D			
MSTIP 3d Opportunity Fund	Program	375,000	Program
Cornell Rd/ 102nd to 113th	Road	3,233,000	Design/ROW
198th - TV Hwy to Farmington	Road	5,546,000	Construction
Elwert-Krueger Intersection	Road	2,913,720	Construction
Advanced Traffic Mgmt Systm	Program	78,500	Program
25th Ave Intersection@Cornell Rd	Road	1,446,500	Construction
Cornelius Pass Rd Bridge over Rock Creek Bridge #1343	Bridge	167,000	Design
MSTIP 3D HG			
Corn Pass Rd (Frances-TV Hwy + TV Hwy Turn Lane)	Road	4,545,000	Design/ROW
Roy Rogers Rd (Scholls Ferry - Bull Mountain)	Road	9,862,500	Construction
Springville Rd / 185th Avenue Intersection	Road	27,500	Post Construction
Century Blvd - TV Hwy Intersection	Road	4,882,000	Construction
209th Avenue - TV Hwy to Blanton	Road	5,347,000	Construction
Springville Rd Phase 2 (178th Ave - Samuel Dr)	Road	60,000	Post Construction
Thompson Rd (Kenny to Saltzman)	Road	1,019,900	Design
Alexander or Kinnaman (170 - 185/190)	Road	297,000	Design
Blanton (170 - 185/190)	Road	297,000	Design
Scholls Ferry Rd N-S Collector to Roy Rogers	Road	250,000	Design
MSTIP 3E			
Main Street/Banks Rd/Cedar Canyon	Road	426,600	Design/ROW
Martin Rd/Hwy 47-Verboort Rd	Road	2,949,900	Design/ROW
West Union Rd/185th - Corn Pass	Road	479,000	Design
Walker Rd/173rd to 185th Avenue	Road	3,021,500	Design/ROW
Century Blvd Extension	Road	1,293,200	Design/ROW
Scotch Church Rd Bridge over McKay Creek	Bridge	74,050	Post Construction
Stringtown Rd Bridge/Pickett Creek	Bridge	639,000	Design/ROW
Vanderschuere Rd Brdg Rplcmnt	Bridge	8,000	Construction
Tualatin Sherwood Rd (Teton to Langer Farms Parkway)	Road	11,100,000	Construction/ROW
Beaverton Arterial Sidewalk	Road	750,000	Design
Roy Rogers Rd (Borchers to Chicken Creek)	Road	4,060,000	Design/ROW
HWY 47 / Maple /Fern Hill	Road	655,000	Design
121st Ave (Tippit to Whistler)	Road	1,356,828	Design/ROW
Replace "B" Street Bridge (00459)	Bridge	1,239,750	Construction
Augusta Lane Ped Bridge over Beaverton Creek	Bridge	1,187,500	Construction
Farmington/River Rd Intersection	Road	1,096,500	Design/ROW
Oregon Smart Mobility Network	Program	170,700	Program
Saltzman Rd (Laidlaw Rd to Bayonne Ln)	Road	2,191,000	Design/ROW
MSTIP 3e Opportunity Fund	Program	1,406,500	Program
Millikan Way (Watson to Lombard)	Road	400,000	Design
Total		\$ 113,716,015	

Road Capital Projects 368-6065

Budget Detail

This fund accounts for the activities necessary for construction of extra capacity street facilities. The projects in this fund are funded with the recent incremental increase in gas tax revenue, gain share revenue, and 1% bike and pedestrian funding.

1. **LUT Capital Projects (368-606505):** Program accounts for the financial activities related to road construction activities.
2. **Bikeway & Pedestrian (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	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
LUT Capital Projects	\$ 18,948,495	18,948,495	18,129,399	18,129,399	18,129,399	(819,096)	-4%
Bikeway & Pedestrian	6,857	6,857	-	-	-	(6,857)	-100%
Bridge Program	4,035,864	4,035,864	1,260,875	1,260,875	1,260,875	(2,774,989)	-69%
Road Fund Capital Projects	11,766,500	11,766,500	16,878,835	16,878,835	16,878,835	5,112,335	43%
Gain Share Bike & Pedestrian	1,750,440	1,750,440	2,613,220	2,613,220	2,613,220	862,780	49%
Gain Share ITS (Intelligent Trans System)	567,874	567,874	452,000	452,000	452,000	(115,874)	-20%
Total	37,076,030	37,076,030	39,334,329	39,334,329	39,334,329	2,258,299	6%
by category							
Intergovernmental	1,210,125	1,210,125	4,822,043	4,822,043	4,822,043	3,611,918	298%
Miscellaneous	325,113	325,113	836,278	836,278	836,278	511,165	157%
Operating Transfers In	23,176,278	23,176,278	20,129,617	20,129,617	20,129,617	(3,046,661)	-13%
Total Revenues	24,711,516	24,711,516	25,787,938	25,787,938	25,787,938	1,076,422	4%
Materials & Services	35,197,245	35,197,245	34,044,766	34,044,766	34,044,766	(1,152,479)	-3%
Interdepartmental	1,233,892	1,233,892	2,303,801	2,303,801	2,303,801	1,069,909	87%
Operating Transfers Out	639,893	639,893	140,762	140,762	140,762	(499,131)	-78%
Capital Outlay	5,000	5,000	2,845,000	2,845,000	2,845,000	2,840,000	56,800%
subtotal	37,076,030	37,076,030	39,334,329	39,334,329	39,334,329	2,258,299	6%
Contingency	-	-	-	-	-	-	0%
Total Expenditures	37,076,030	37,076,030	39,334,329	39,334,329	39,334,329	2,258,299	6%
Revenues under Expenditures	(12,364,514)	(12,364,514)	(13,546,391)	(13,546,391)	(13,546,391)	(1,181,877)	10%
Beginning Fund Balance	12,364,514	12,364,514	13,546,391	13,546,391	13,546,391	1,181,877	10%
Ending Fund Balance \$	-	-	-	-	-	-	

Budget Analysis:

Revenues increase \$1,076,422 (4%). Expenditures increase \$2,258,299 (6%). Beginning fund balance increases \$1,181,877 (10%).

Intergovernmental revenue increase due to revenue from Oregon Department of Revenue, primarily for the Mt. Richmond Road. Bridge Project #1263, Basalt Creek. Parkway Extension, and 170th Ave/Farmington Road Intersection Improvement. There is also a slight increase in Other Intergovernmental Revenue for Intergovernmental Agreements (IGAs) with local agencies on the Butner Road Culvert #1623 Replacement and Replace Gaston Road Bridge (#1243).

Miscellaneous revenue increase based on reimbursement from developers on Gales Creek/Thatcher Intersection project.

Operating Transfers In has a net increase based on the following: 1) Transfer from Road Fund increases for various projects based on project timing and schedules; and 2) Transfers from Urban Road Maintenance Fund, Major Streets Transportation Improvement Program (MSTIP) Fund, and Transportation Development Tax (TDT) fund decrease based on project timing and schedules.

Materials & Services and Interfund Expenditures both increase due to the normal fluctuations in project expenditures associated with the timing of multi-year transportation projects.

Transfers to other funds decrease primarily due to normal fluctuations in project expenditures associated with the timing of multi-year transportation projects.

Capital Outlay increases primarily due to right-of-way acquisition for Basalt Creek Parkway Extension, estimated at \$2,800,000.

All available resources are appropriated each year for flexibility to address shifts in capital project schedules and other unforeseen changes.

Road Capital Projects 368-6065

Budget Detail

Project Name	Project Type	Amount	Status
Road Capital - Road			
Road Capital Road Administration	Program	120,160	Program
Basalt Ck. Parkway Extension	Road	3,048,500	Design/ROW
Hagg Lake	Road	5,000	Design
170th Ave/Farmington Rd Intersection Imp	Road	776,150	Construction
Gales Creek/Thatcher Int	Road	564,750	Design
Cornelius Pass Rd (SW Farmington Rd to SW Rosedale Rd)	Road	260,000	Design
Horizontal Curve Sign Compliance (Rural)	Road	40,000	Construction
Road Capital - Bridge			
Beef Bend Culvert (ER)	Bridge	16,500	Post Construction
Butner Rd Culvert #1623 Replacement	Bridge	968,875	Construction
227th Avenue Bridge #1323	Bridge	275,500	Construction
Road Capital - Road Fund Capital Projects			
Bridge #2 - Dairy Creek #1366	Bridge	14,000	Design
Bridge #3 - Cochran #1394	Bridge	14,000	Design
Bridge #4 - Phillips #1345	Bridge	275,200	Design/ROW
Bridge #5 - Pongratz #1377	Bridge	275,200	Design/ROW
Mt. Richmond Rd. Bridge (#1263)	Bridge	35,750	Construction
Mt. Richmond Rd. Bridge (#1265) - Small Bridge	Bridge	1,284,200	Construction
Replace Gaston Road Bridge (#1243)	Bridge	1,694,300	Construction
Rural Intersection and Curve Warnings	Road	47,500	Construction
ADA Ramps 185th & 209th (2018)	ADA Ramp	121,000	Construction
ADA Ramps-2019 URMD-Central	ADA Ramp	111,500	Design
ADA Ramps-2018-WashCo Gov't Bldgs	ADA Ramp	768,500	Construction
ADA Ramps-2019 URMD-West	ADA Ramp	5,000	Post Construction
ADA Ramps-2019 URMD-East	ADA Ramp	5,000	Post Construction
ADA Public ROW Transition Plan	ADA Ramp	55,000	Design
ADA Ramps-143rd & Science Park	ADA Ramp	630,000	Construction
ADA Ramps-Cornell/185th North	ADA Ramp	1,220,000	Construction
ADA Ramps-Bethany & West Union	ADA Ramp	1,565,000	Construction
ADA Ramps-Baseline/185th South	ADA Ramp	548,000	Construction
ADA Ramps 2020-Farmington Rd	ADA Ramp	1,153,000	Construction
ADA Ramps 2020-Davis&Kinnaman	ADA Ramp	810,000	Construction
ADA Ramps 2020 Joss-Brugger to Springville	ADA Ramp	519,000	Construction
ADA Ramps 2020 Farmington: 209th-198th	ADA Ramp	873,500	Construction
ADA Ramps 2019 URMD Central Package B	ADA Ramp	400,000	Construction
ADA Ramps 2020 - Beef Bend Road	ADA Ramp	520,000	Construction
ADA Ramps 2020 - Fischer/Roshak	ADA Ramp	550,000	Construction
20-21 Bike & Pedestrian (for projected projects)	Road	2,200,000	Design/Const
20-21 ADA Sidewalks (for projected projects)	ADA Ramp	1,184,185	Design/Const
Road Capital - Gainshare Bike & Ped			
Gainshare Bike & Ped Capital Administration	Program	99,720	Program
Bronson Rd/185th to 174th	Road	1,500	Post Construction
GS Ped Florence St (165-175)	Road	434,000	Design/ROW
Scholls Ferry Rd 77th Ave Laurelwood	Road	419,000	Design/ROW
Miller Hill Rd Wagner Lane	Road	274,500	Design/ROW
2016 Gainshare SRTS	Road	500,000	Design
2017 Gainshare SRTS	Road	500,000	Design
2018 SRTS Pedestrian Crossing Enhancements	Road	384,500	Design
Road Capital - Gainshare ITS			
2015 ITS Gainshare	Traffic System	142,000	Design
Gain Share ITS 2018	Traffic System	200,000	Design
2017 Gainshare ITS	Traffic System	110,000	Design
Total		\$ 26,019,490	

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. **Administration 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	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
LUT Capital Projects	\$ 2,169,000	2,169,000	500,000	500,000	500,000	(1,669,000)	-77%
Administration and Analysis	50,527,947	50,527,947	71,122,488	71,122,488	71,122,488	20,594,541	41%
Total	52,696,947	52,696,947	71,622,488	71,622,488	71,622,488	18,925,541	36%
by category							
Intergovernmental	695,000	695,000	-	-	-	(695,000)	-100%
Charges for Services	5,000,000	5,000,000	5,000,000	5,000,000	5,000,000	-	0%
Miscellaneous	1,131,755	1,131,755	1,012,206	1,012,206	1,012,206	(119,549)	-11%
Operating Transfers In	600,000	600,000	15,000,000	15,000,000	15,000,000	14,400,000	2,400%
Total Revenues	7,426,755	7,426,755	21,012,206	21,012,206	21,012,206	13,585,451	183%
Materials & Services	48,070,366	48,070,366	65,648,510	65,648,510	65,648,510	17,578,144	37%
Other	60,000	60,000	60,000	60,000	60,000	-	0%
Interdepartmental	491,024	491,024	554,339	554,339	554,339	63,315	13%
Operating Transfers Out	4,075,557	4,075,557	5,359,639	5,359,639	5,359,639	1,284,082	32%
subtotal	52,696,947	52,696,947	71,622,488	71,622,488	71,622,488	18,925,541	36%
Contingency	-	-	-	-	-	-	0%
Total Expenditures	52,696,947	52,696,947	71,622,488	71,622,488	71,622,488	18,925,541	36%
Revenues under Expenditures	(45,270,192)	(45,270,192)	(50,610,282)	(50,610,282)	(50,610,282)	(5,340,090)	12%
Beginning Fund Balance	45,270,192	45,270,192	50,610,282	50,610,282	50,610,282	5,340,090	12%
Ending Fund Balance \$	-	-	-	-	-	-	

Budget Analysis:

Revenues increase \$13,585,451 (183%). Expenditures increase \$18,925,541 (36%). Beginning fund balance increases \$5,340,090 (12%).

Intergovernmental revenues decreased because the revenue from Hillsboro School District for the SW Johnson St & SW 209 St. project was a one-time invoice received during fiscal year 2019-20. Charges for Services anticipate no change. Miscellaneous revenues decrease slightly due to lower interest rate calculated on fund balance.

Operating transfers in increase significantly due to a \$15,000,000 transfer from the Major Streets Transportation Improvement Program (MSTIP) fund for a portion of Washington County’s contribution to Metro for the FY 2020-21 match of the Southwest Corridor Light Rail Project.

Materials & Services increase significantly due to the \$25,000,000 payment to Metro for Washington County’s FY 2020-21 contribution for match of the Southwest Corridor Light Rail Project.

Interfund expenditures increase due to the normal fluctuations in project expenditures associated with the timing of multiyear transportation projects.

Transfers to other funds increase due to the timing of multiyear transportation projects and their project costs.

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
TDT Admin	Program	5,973,928	Program
SW Corridor Funding (Transfer to Metro)	Program	25,000,000	Program
TDT Credit Calculation	Program	1,200	Program
New TDT Signal Project	Signal	500,000	Design
	Total	\$ 31,475,128	

This fund accounts for the North Bethany System Development Charges (North Bethany SDC) that fund needed capacity improvements.

- Administration 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	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Administration and Analysis	\$ 7,628,491	7,628,491	6,474,026	6,474,026	6,474,026	(1,154,465)	-15%
Total	7,628,491	7,628,491	6,474,026	6,474,026	6,474,026	(1,154,465)	-15%
by category							
Charges for Services	1,900,000	1,900,000	500,000	500,000	500,000	(1,400,000)	-74%
Miscellaneous	66,500	66,500	117,088	117,088	117,088	50,588	76%
Total Revenues	1,966,500	1,966,500	617,088	617,088	617,088	(1,349,412)	-69%
Other	45,000	45,000	10,000	10,000	10,000	(35,000)	-78%
Interdepartmental	51,916	51,916	38,467	38,467	38,467	(13,449)	-26%
Operating Transfers Out	7,531,575	7,531,575	6,425,559	6,425,559	6,425,559	(1,106,016)	-15%
subtotal	7,628,491	7,628,491	6,474,026	6,474,026	6,474,026	(1,154,465)	-15%
Contingency	-	-	-	-	-	-	0%
Total Expenditures	7,628,491	7,628,491	6,474,026	6,474,026	6,474,026	(1,154,465)	-15%
Revenues under Expenditures	(5,661,991)	(5,661,991)	(5,856,938)	(5,856,938)	(5,856,938)	(194,947)	3%
Beginning Fund Balance	5,661,991	5,661,991	5,856,938	5,856,938	5,856,938	194,947	3%
Ending Fund Balance \$	-	-	-	-	-	-	

Budget Analysis:

Revenues decrease \$1,349,412 (69%). Expenditures decrease \$1,154,465 (15%). Beginning fund balance increases \$194,947 (3%).

Charges for Services decrease and reflect activity levels consistent with the current fiscal year as the North Bethany development activity continues at a slower pace than previous years.

Operating Transfers Out reflects a transfer of funds to the North Bethany County Service District for Roads to provide construction resources toward the Springville Road/Kaiser to Joss project and design resources towards the Springville Road/Joss to PCC entrance project. All resources are fully appropriated to maintain flexibility to address future priority transportation projects.

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.

1. **Administration 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	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Administration and Analysis	\$ 1,392,500	1,392,500	2,165,605	2,165,605	2,165,605	773,105	56%
Total	1,392,500	1,392,500	2,165,605	2,165,605	2,165,605	773,105	56%
by category							
Charges for Services	500,000	500,000	600,000	600,000	600,000	100,000	20%
Miscellaneous	22,000	22,000	30,700	30,700	30,700	8,700	40%
Total Revenues	522,000	522,000	630,700	630,700	630,700	108,700	21%
Materials & Services	1,381,203	1,381,203	1,812,314	1,812,314	1,812,314	431,111	31%
Other	1,000	1,000	2,500	2,500	2,500	1,500	150%
Interdepartmental	10,271	10,271	10,795	10,795	10,795	524	5%
Operating Transfers Out	26	26	339,996	339,996	339,996	339,970	307,577
subtotal	1,392,500	1,392,500	2,165,605	2,165,605	2,165,605	773,105	56%
Contingency	-	-	-	-	-	-	0%
Total Expenditures	1,392,500	1,392,500	2,165,605	2,165,605	2,165,605	773,105	56%
Revenues under Expenditures	(870,500)	(870,500)	(1,534,905)	(1,534,905)	(1,534,905)	(664,405)	76%
Beginning Fund Balance	870,500	870,500	1,534,905	1,534,905	1,534,905	664,405	76%
Ending Fund Balance \$	-	-	-	-	-	-	

Budget Analysis:

Revenues increase \$108,700 (21%). Expenditures increase \$773,105 (56%). Beginning fund balance increases \$664,405 (76%).

Revenue estimates are based on a modest increase over the fiscal year 2019-20 budget, consistent with the current fiscal year revenue earnings.

A transfer to the Major Streets Transportation Improvement Program fund High Growth projects for the Thompson Road/Kenny to Saltzman project is budgeted, accounting for one-third of the estimated project costs for FY 2020-21. All additional resources are fully appropriated to maintain flexibility to address future priority transportation projects.

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Non-operating

Debt Service

General Obligation Bonds	304-3585
Series 2016B FF&C	305-3585
Miscellaneous Debt	306-3585

Risk Management/Insurance

Liability/Casualty Insurance	504-3570
Life Insurance	506-3570
Workers Compensation Insurance	508-3570
Medical Insurance	510-3570
Unemployment Insurance	512-3570
PERS Employer Stabilization	524-1615

Replacement/Reserve

Revenue Stabilization	105-1660
Animal Services Gifts & Donations	154-7095
Building Equipment Replacement	232-3555
ITS Systems Replacement	242-3526
Fleet Replacement	502-3541

Miscellaneous

General Fund Transfers	100-1670
Lottery Program	156-1625
Strategic Investment Program	204-1640
Gain Share	205-1640
Indirect Cost Recovery	222-3595

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	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
General Obligation Bonds	\$ 4,562,358	4,562,358	4,738,938	4,738,938	4,738,938	176,580	4%
Series 2016B FF&C	18,751,707	18,751,707	24,603,356	24,603,356	24,603,356	5,851,649	31%
Miscellaneous Debt	7,032,275	7,032,275	7,187,925	7,187,925	7,187,925	155,650	2%
subtotal - Debt Service	30,346,340	30,346,340	36,530,219	36,530,219	36,530,219	6,183,879	20%
Liability/Casualty Insurance	7,435,163	7,435,163	7,398,757	7,398,757	7,970,947	535,784	7%
Life Insurance	620,923	620,923	707,169	707,169	707,169	86,246	14%
Workers Compensation Insurance	4,663,142	4,663,142	3,175,071	3,175,071	3,175,071	(1,488,071)	-32%
Medical Insurance	41,619,617	41,619,617	44,214,946	44,214,946	44,746,767	3,127,150	8%
Unemployment Insurance	783,209	783,209	669,200	669,200	669,200	(114,009)	-15%
PERS Employer Stabilization	15,079,244	15,079,244	343,919	343,919	343,919	(14,735,325)	-98%
subtotal - Risk Management/Insurance	70,201,298	70,201,298	56,509,062	56,509,062	57,613,073	(12,588,225)	-18%
Revenue Stabilization	11,615,588	11,615,588	11,615,588	11,615,588	11,615,588	-	0%
Animal Services Gifts & Donations	973,306	973,306	1,161,114	1,161,114	1,161,114	187,808	19%
Building Equipment Replacement	2,835,402	3,118,402	6,218,391	6,218,391	6,218,391	3,099,989	99%
ITS Systems Replacement	2,233,803	2,233,803	2,681,464	2,681,464	1,603,307	(630,496)	-28%
Fleet Replacement	20,283,570	20,283,570	19,611,843	19,611,843	21,572,843	1,289,273	6%
subtotal - Replacement/Reserve	37,941,669	38,224,669	41,288,400	41,288,400	42,171,243	3,946,574	10%
General Fund Transfers	93,418,510	93,989,679	89,868,521	89,868,521	89,868,521	(4,121,158)	-4%
Lottery Program	2,375,623	2,485,794	2,600,000	2,600,000	2,600,000	114,206	5%
Strategic Investment Program	55,536,116	55,536,116	46,865,835	46,865,835	46,865,835	(8,670,281)	-16%
Gain Share	12,966,019	14,466,019	14,007,282	14,007,282	14,007,282	(458,737)	-3%
Indirect Cost Recovery	26,322,953	26,322,953	30,402,580	30,402,580	30,402,580	4,079,627	15%
subtotal - Miscellaneous	190,619,221	192,800,561	183,744,218	183,744,218	183,744,218	(9,056,343)	-5%
Totals \$	329,108,528	331,572,868	318,071,899	318,071,899	320,058,753	(11,514,115)	-3%

NON-OPERATING

BUDGET OVERVIEW

Category Description	Adopted	Modified	Proposed	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Taxes	\$ 164,687,641	164,687,641	170,680,949	170,680,949	170,680,949	5,993,308	4%
Licenses & Permits	2,116,300	2,116,300	2,006,000	2,006,000	2,006,000	(110,300)	-5%
Intergovernmental	18,223,589	18,223,589	18,884,585	18,884,585	18,884,585	660,996	4%
Charges for Services	92,973,605	92,973,605	94,667,299	94,667,299	94,667,299	1,693,694	2%
Fines & Forfeitures	578,000	578,000	728,000	728,000	728,000	150,000	26%
Interdepartmental	26,245,675	26,245,675	30,290,298	30,290,298	30,290,298	4,044,623	15%
Miscellaneous	5,583,588	5,583,588	5,602,332	5,602,332	5,602,332	18,744	0%
Operating Transfers In	86,833,160	86,833,160	85,815,416	85,815,416	85,815,416	(1,017,744)	-1%
Total Revenues	397,241,558	397,241,558	408,674,879	408,674,879	408,674,879	11,433,321	3%
Materials & Services	57,218,191	58,718,191	60,188,580	60,188,580	62,401,475	3,683,284	6%
Other	38,993,963	38,993,963	24,667,667	24,667,667	24,667,667	(14,326,296)	-37%
Interdepartmental	2,655,329	2,655,329	3,319,824	3,319,824	3,319,824	664,495	25%
Operating Transfers Out	164,800,981	166,982,321	163,679,032	163,679,032	163,679,032	(3,303,289)	-2%
Capital Outlay	31,671,258	31,954,258	25,300,286	25,300,286	26,128,686	(5,825,572)	-18%
subtotal	295,339,722	299,304,062	277,155,389	277,155,389	280,196,684	(19,107,378)	-6%
Contingency	33,768,806	32,268,806	40,916,510	40,916,510	39,862,069	7,593,263	24%
Total Expenditures	329,108,528	331,572,868	318,071,899	318,071,899	320,058,753	(11,514,115)	-3%
Revenues over Expenditures	68,133,030	65,668,690	90,602,980	90,602,980	88,616,126	22,947,436	35%
General Fund Subsidy	(121,804,182)	(121,233,013)	(136,043,843)	(136,043,843)	(136,043,843)	(14,810,830)	12%
Special Funds Beginning Balances	53,671,152	55,564,323	45,440,863	45,440,863	47,427,717	(8,136,606)	-15%
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 (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	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Debt Service	\$ 4,562,358	4,562,358	4,738,938	4,738,938	4,738,938	176,580	4%
Total	4,562,358	4,562,358	4,738,938	4,738,938	4,738,938	176,580	
by category							
Taxes	4,531,159	4,531,159	4,634,139	4,634,139	4,634,139	102,980	2%
Miscellaneous	2,500	2,500	12,000	12,000	12,000	9,500	380%
Total Revenues	4,533,659	4,533,659	4,646,139	4,646,139	4,646,139	112,480	2%
Other	4,537,358	4,537,358	4,713,938	4,713,938	4,713,938	176,580	4%
subtotal	4,537,358	4,537,358	4,713,938	4,713,938	4,713,938	176,580	4%
Contingency	25,000	25,000	25,000	25,000	25,000	-	0%
Total Expenditures	4,562,358	4,562,358	4,738,938	4,738,938	4,738,938	176,580	4%
Revenues under expenditures	(28,699)	(28,699)	(92,799)	(92,799)	(92,799)	(64,100)	223%
Beginning Fund Balance	28,699	28,699	92,799	92,799	92,799	64,100	223%
Ending Fund Balance \$	-	-	-	-	-	-	

Budget Analysis:

Revenues increase \$112,480 (2%). Expenditures, excluding Contingency, increase \$176,580 (4%). Beginning fund balance increases \$64,100 (223%).

Property tax revenues are used to pay the debt service on these bonds. The debt service payments for fiscal year 2020-21 will be levied in the fall of 2020; 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 expenditures in this fund are appropriated according to the debt service payment schedule.

The County reviews outstanding debt on a regular basis to ensure refinancing opportunities are evaluated. A list of the County's outstanding debt is located in the Summary Schedules section.

This fund accounts for the principal and interest on the Series 2016 B 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.

1. **Debt Service (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 Major Streets Transportation Improvement Program(MSTIP) Fund's share of the debt service for MSTIP Projects.

Program Description	Adopted	Modified	Proposed	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Debt Service	\$ 18,751,707	18,751,707	24,603,356	24,603,356	24,603,356	5,851,649	31%
Total	18,751,707	18,751,707	24,603,356	24,603,356	24,603,356	5,851,649	
by category							
Taxes	1,031,837	1,031,837	1,083,429	1,083,429	1,083,429	51,592	5%
Operating Transfers In	15,112,017	15,112,017	17,141,530	17,141,530	17,141,530	2,029,513	13%
Total Revenues	16,143,854	16,143,854	18,224,959	18,224,959	18,224,959	2,081,105	
Other	12,130,600	12,130,600	12,183,100	12,183,100	12,183,100	52,500	0%
subtotal	12,130,600	12,130,600	12,183,100	12,183,100	12,183,100	52,500	0%
Contingency	6,621,107	6,621,107	12,420,256	12,420,256	12,420,256	5,799,149	88%
Total Expenditures	18,751,707	18,751,707	24,603,356	24,603,356	24,603,356	5,851,649	31%
Revenues under expenditures	(2,607,853)	(2,607,853)	(6,378,397)	(6,378,397)	(6,378,397)	(3,770,544)	145%
Beginning Fund Balance	2,607,853	2,607,853	6,378,397	6,378,397	6,378,397	3,770,544	145%
Ending Fund Balance \$	-	-	-	-	-	-	

Budget Analysis:

Revenues increase \$2,081,105 (13%). Contingency increases \$5,799,149 (88%). Beginning fund balance increases \$3,770,544 (145%).

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 MSTIP. Funding sources for the annual debt service payments are derived from the General Fund, Gain Share Fund, transient lodging tax revenue, and property taxes allocated to MSTIP.

The expenditures in this fund is appropriated according to the debt service payment schedule.

The County reviews outstanding debt on a regular basis to ensure refinancing opportunities are evaluated. A list of the County's outstanding debt is located in the Summary Schedules section.

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, and contracts for debt issued prior to calendar year 2016.

- Debt Service (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	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Debt Service	\$ 7,032,275	7,032,275	7,187,925	7,187,925	7,187,925	155,650	2%
Total	7,032,275	7,032,275	7,187,925	7,187,925	7,187,925	155,650	
by category							
Operating Transfers In	6,996,761	6,996,761	7,151,510	7,151,510	7,151,510	154,749	2%
Total Revenues	6,996,761	6,996,761	7,151,510	7,151,510	7,151,510	154,749	2%
Other	6,996,761	6,996,761	7,151,510	7,151,510	7,151,510	154,749	2%
subtotal	6,996,761	6,996,761	7,151,510	7,151,510	7,151,510	154,749	2%
Contingency	35,514	35,514	36,415	36,415	36,415	901	3%
Total Expenditures	7,032,275	7,032,275	7,187,925	7,187,925	7,187,925	155,650	2%
Revenues under expenditures	(35,514)	(35,514)	(36,415)	(36,415)	(36,415)	(901)	3%
Beginning Fund Balance	35,514	35,514	36,415	36,415	36,415	901	3%
Ending Fund Balance \$	-	-	-	-	-	-	

Budget Analysis:

Revenues increase \$154,749 (2%). Expenditures, excluding Contingency, increase \$154,749 (2%). Contingency increases \$901 (3%). Beginning fund balance increases \$901 (3%).

Transfers from the General Fund, transfers from the Road Fund, and other special fund debt service allocation collected through the County Cost Allocation Plan make up the funding sources for the annual debt service payments in the Miscellaneous Debt Fund.

The expenditures in this fund are appropriated according to the debt service payment schedule.

The County reviews outstanding debt on a regular basis to ensure refinancing opportunities are evaluated. A list of the County's outstanding debt is located in the Summary Schedules section.

General Fund	\$ 6,011,459
Cost Allocation Plan	696,463
Road Fund	443,588
Total Revenues	7,151,510

Financing Description	Project Description	Amount
State OEDD Public Works Loan	Harkins House	165,088
2013 Refunding of 2006 New Money	Commuter Rail, CWS & Hillsboro buyout of PSB space, PCC site improvements, Walnut St Warehouse	2,220,422
2016 Refunding of Series 2006 Refunding of 2001A	PERS, Durham Quarry 2001-02 GF Transfer to MSTIP	4,764,000
	Bank Charges	2,000
Total Debt Service		7,151,510

2020-21 Debt Service Payment	7,151,510
Reserve	36,415
Total 2020-21 Appropriations	\$ 7,187,925

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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	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Insurance Liability	\$ 7,435,163	7,435,163	7,398,757	7,398,757	7,970,947	535,784	7%
Total	7,435,163	7,435,163	7,398,757	7,398,757	7,970,947	535,784	
by category							
Charges for Services	\$ 5,648,987	5,648,987	5,591,441	5,591,441	5,591,441	(57,546)	-1%
Miscellaneous	226,000	226,000	364,536	364,536	364,536	138,536	61%
Total Revenues	5,874,987	5,874,987	5,955,977	5,955,977	5,955,977	80,990	1%
Materials & Services	5,185,920	5,185,920	5,174,616	5,174,616	5,746,806	560,886	11%
Interdepartmental	1,749,243	1,749,243	1,856,441	1,856,441	1,856,441	107,198	6%
Operating Transfers Out	500,000	500,000	367,700	367,700	367,700	(132,300)	-26%
subtotal	7,435,163	7,435,163	7,398,757	7,398,757	7,970,947	535,784	7%
Contingency	-	-	-	-	-	-	0%
Total Expenditures	7,435,163	7,435,163	7,398,757	7,398,757	7,970,947	535,784	7%
Revenues under expenditures	(1,560,176)	(1,560,176)	(1,442,780)	(1,442,780)	(2,014,970)	(454,794)	29%
Beginning Fund Balance	1,560,176	1,560,176	1,442,780	1,442,780	2,014,970	454,794	29%
Ending Fund Balance \$	-	-	-	-	-	-	

Budget Analysis:

Revenues increase \$80,990 (1%). Beginning fund balance decreases \$117,396 (8%).

Revenues increase slightly due to a change in collection of transportation related claims. In prior years these were handled by the Road Fund programs. In fiscal year 2019-20, the responsibility of tracking these claims were moved to this fund. Overall revenues remain relatively flat.

Based on the most recent actuarial report, insurance claims are budgeted at \$2,118,000 a 20% increase over the prior need. The transfer into the accrued self-insurance account increases \$634,000 (162%). Interfund costs increase \$107,198 (6%) due to adjustments in the County Cost Allocation Plan related to legal expenses and Risk Services Administration. The costs associated with the purchase of insurance remains flat as a result of increases planned for FY 2019-20 that were not fully realized but may happen in the next budget year. All funds are appropriated for any unforeseen expenditures in this fund related to settling claims.

The fund balance target in the Liability/Casualty fund is at the 90% confidence level referencing from the actuarial report. This budget anticipates reaching the 80-85% confidence level in an effort of keeping rate increases to a reasonable level. Rates charged to departments through the County Cost Allocation Plan will be evaluated on an ongoing basis with the goal of returning the fund balance to the 90% confidence level in the subsequent fiscal years.

Adopted Budget:

The Board of Commissioners increased the Beginning Fund Balance and expenditures \$572,190 to recognize additional estimated ending fund balance as a result of lower estimated costs during FY 2019-20. This modification provides additional flexibility to resolve liability claims that have been delayed.

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	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Insurance Employee Benefits	\$ 620,923	620,923	707,169	707,169	707,169	86,246	14%
Total	620,923	620,923	707,169	707,169	707,169	86,246	
by category							
Miscellaneous	504,939	504,939	518,467	518,467	518,467	13,528	3%
Total Revenues	504,939	504,939	518,467	518,467	518,467	13,528	3%
Materials & Services	502,040	502,040	514,692	514,692	514,692	12,652	3%
Interdepartmental	5,175	5,175	5,742	5,742	5,742	567	11%
subtotal	507,215	507,215	520,434	520,434	520,434	13,219	3%
Contingency	113,708	113,708	186,735	186,735	186,735	73,027	64%
Total Expenditures	620,923	620,923	707,169	707,169	707,169	86,246	14%
Revenues under expenditures	(115,984)	(115,984)	(188,702)	(188,702)	(188,702)	(72,718)	63%
Beginning Fund Balance	115,984	115,984	188,702	188,702	188,702	72,718	63%
Ending Fund Balance \$	-	-	-	-	-	-	

Budget Analysis:

Revenues increase \$13,528 (3%). Expenditures, excluding Contingency, increase \$13,219 (3%). Contingency increases \$73,027 (64%). Beginning fund balance increases \$72,718 (63%).

The fund balance target for this fund is \$50,000. Fund balance has been higher than target for the past several fiscal years due to lower than anticipated claims. Human Resources Benefits team evaluate and adjust the rate annually; and continue to make progress on reduce the fund balance down to target level.

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	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Insurance Liability	\$ 4,663,142	4,663,142	3,175,071	3,175,071	3,175,071	(1,488,071)	-32%
Total	4,663,142	4,663,142	3,175,071	3,175,071	3,175,071	(1,488,071)	
by category							
Charges for Services	2,127,732	2,127,732	2,385,814	2,385,814	2,385,814	258,082	12%
Miscellaneous	144,644	144,644	103,476	103,476	103,476	(41,168)	-28%
Total Revenues	2,272,376	2,272,376	2,489,290	2,489,290	2,489,290	216,914	10%
Materials & Services	1,743,000	3,243,000	2,516,865	2,516,865	2,516,865	(726,135)	-22%
Other	50,000	50,000	70,000	70,000	70,000	20,000	40%
Interdepartmental	588,656	588,656	588,206	588,206	588,206	(450)	0%
subtotal	2,381,656	3,881,656	3,175,071	3,175,071	3,175,071	(706,585)	-18%
Contingency	2,281,486	781,486	-	-	-	(781,486)	-100%
Total Expenditures	4,663,142	4,663,142	3,175,071	3,175,071	3,175,071	(1,488,071)	-32%
Revenues under expenditures	(2,390,766)	(2,390,766)	(685,781)	(685,781)	(685,781)	1,704,985	-71%
Beginning Fund Balance	2,390,766	2,390,766	685,781	685,781	685,781	(1,704,985)	-71%
Ending Fund Balance \$	-	-	-	-	-	-	

Budget Analysis:

Revenues increase \$216,914 (10%). Expenditures, excluding Contingency, decrease \$706,585 (18%). Contingency decreases \$781,486 (100%). Beginning fund balance decreases \$1,704,985 (71%).

The beginning fund balance decreases due to higher than projected claims in fiscal year 2019-20. The Risk Management Division continues to emphasize safety awareness training, improvements to the claims handling process and timely resolution of claims. Rates charged to departments are partially offset by participation in the state program for light duty work and prior year budget savings.

Revenues increase due to new staff additions across the County and rate increases for FY 2020-21.

The annual actuarial report reflects a continuation of recent claims trends. An FY 2019-20 budget modification was done primarily to allow for an increase in claims due to the two deputies who were injured on duty in August 2019. This was needed to ensure adequate appropriations to cover the current year claim costs.

The decrease in expenditures is the result of decreasing claims expenses (\$869,135) and Contingency (\$781,486) which is offset by increases in State of Oregon payments (\$20,000) and accrued self-insurance (\$133,000).

The target fund balance is set at the 90% actuarial confidence level. Rates to departments are evaluated and adjusted annually to meet the actuarial target.

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.

1. **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	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Insurance Employee Benefits	\$ 41,619,617	41,619,617	44,214,946	44,214,946	44,746,767	3,127,150	8%
Total	41,619,617	41,619,617	44,214,946	44,214,946	44,746,767	3,127,150	
by category							
Charges for Services	39,653,686	39,653,686	43,215,724	43,215,724	43,215,724	3,562,038	9%
Miscellaneous	568,729	568,729	656,667	656,667	656,667	87,938	15%
Total Revenues	40,222,415	40,222,415	43,872,391	43,872,391	43,872,391	3,649,976	9%
Materials & Services	41,460,038	41,460,038	44,021,528	44,021,528	44,553,349	3,093,311	7%
Interdepartmental	159,579	159,579	193,418	193,418	193,418	33,839	21%
subtotal	41,619,617	41,619,617	44,214,946	44,214,946	44,746,767	3,127,150	8%
Contingency	-	-	-	-	-	-	0%
Total Expenditures	41,619,617	41,619,617	44,214,946	44,214,946	44,746,767	3,127,150	8%
Revenues under Expenditures	(1,397,202)	(1,397,202)	(342,555)	(342,555)	(874,376)	522,826	-37%
Beginning Fund Balance	1,397,202	1,397,202	342,555	342,555	874,376	(522,826)	-37%
Ending Fund Balance \$	-	-	-	-	-	-	

Budget Analysis:

Revenues increase \$3,649,976 (9%). Expenditures increase \$2,595,329 (6%). Beginning fund balance decreases \$1,054,647 (75%).

Charges for Services increases \$3.5 million (9%) due to the increased in blended rates charged to departments and new positions added across the County. 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.

Expenditures increase due primarily to premium adjustments effective January 1, 2020 and projected adjustments for January 2021.

County employees pay 5% or 10% of their health care costs based on their plan choices (Providence low or high deductible; Kaiser low or high deductible; ODS Dental or Willamette Dental). For fiscal year 2019-20 the breakdown between plans were medical (Providence 60% and Kaiser 40%) and Dental (ODS Dental 59% and Willamette Dental 41%). In addition, approximately 50 employees waive all three coverages (medical, dental & vision) and are eligible to receive a contribution to a Voluntary Employee Benefit Account (VEBA).

The fund balance target is between \$1 million and \$1.5 million to allow for adequate cash flow during the fiscal year. The projected beginning fund balance for FY 2020-21 is lower than target due to premiums that increased at a faster pace than the County’s rate adjustment. FY 2020-21 rates have been increased in managing the decline in fund balance and restoring it to the target level.

Adopted Budget:

The Board of Commissioners approved an increase of \$531,821 in Beginning Fund Balance and expenditures to recognize the increase in estimated ending fund balance. This will provide the most flexibility to respond to cost increases in health insurance rates or increases in benefited positions that may be related to changes as a result of the COVID-19 pandemic.

Provider / Plan	Percent Change from January 1, 2019 to January 1, 2020
Providence Low Deductible	3%
Providence High Deductible	2%
Kaiser Low Deductible	-0.8%
Kaiser High Deductible	-0.8%
VSP Vision	0%
ODS Dental	-5%
Willamette Dental	0%

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	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Insurance Employee Benefits	\$ 783,209	783,209	669,200	669,200	669,200	(114,009)	-15%
Total	783,209	783,209	669,200	669,200	669,200	(114,009)	
by category							
Charges for Services	\$ 67,971	67,971	70,000	70,000	70,000	2,029	3%
Miscellaneous	17,445	17,445	14,600	14,600	14,600	(2,845)	-16%
Total Revenues	85,416	85,416	84,600	84,600	84,600	(816)	-1%
Materials & Services	254,000	254,000	254,000	254,000	254,000	-	0%
Interdepartmental	5,042	5,042	4,955	4,955	4,955	(87)	-2%
subtotal	259,042	259,042	258,955	258,955	258,955	(87)	0%
Contingency	524,167	524,167	410,245	410,245	410,245	(113,922)	-22%
Total Expenditures	783,209	783,209	669,200	669,200	669,200	(114,009)	-15%
Revenues under Expenditures	(697,793)	(697,793)	(584,600)	(584,600)	(584,600)	113,193	-16%
Beginning Fund Balance	697,793	697,793	584,600	584,600	584,600	(113,193)	-16%
Ending Fund Balance \$	-	-	-	-	-	-	

Budget Analysis:

Revenues decrease \$816 (1%). Contingency decreases \$113,922 (22%). Beginning fund balance decreases \$113,193 (16%).

The fund balance target is \$500,000, which is based on the unemployment claims experienced during the recent economic downturn. As the fund balance exceeds this amount, rates charged to departments will be partially subsidized by the fund balance until the target is attained.

Unemployment claims are projected to remain flat at \$250,000 due to the job market and hiring levels.

The Contingency is available to address unforeseen expenditures.

PERS Employer Stabilization 524-1615

Budget Detail

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.

1. **PERS Employer Stabilization (524-161505):** This program accounts for the reserve activity.

Program Description	Adopted	Modified	Proposed	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
PERS Employer Stabilization	\$ 15,079,244	15,079,244	343,919	343,919	343,919	(14,735,325)	-98%
Total	15,079,244	15,079,244	343,919	343,919	343,919	(14,735,325)	
by category							
Miscellaneous	100,000	100,000	6,750	6,750	6,750	(93,250)	-93%
Operating Transfers In	8,200,000	8,200,000	-	-	-	(8,200,000)	-100%
Total Revenues	8,300,000	8,300,000	6,750	6,750	6,750	(8,293,250)	-100%
Other	15,079,244	15,079,244	343,919	343,919	343,919	(14,735,325)	-98%
subtotal	15,079,244	15,079,244	343,919	343,919	343,919	(14,735,325)	-98%
Contingency	-	-	-	-	-	-	0%
Total Expenditures	15,079,244	15,079,244	343,919	343,919	343,919	(14,735,325)	-98%
Revenues under Expenditures	(6,779,244)	(6,779,244)	(337,169)	(337,169)	(337,169)	6,442,075	-95%
Beginning Fund Balance	6,779,244	6,779,244	337,169	337,169	337,169	(6,442,075)	-95%
Ending Fund Balance \$	-	-	-	-	-	-	

Budget Analysis:

Revenues decrease \$8,293,250 (100%). Expenditures decrease \$14,735,325 (98%). Beginning fund balance decreases \$6,442,075 (95%).

During fiscal years 2003-04 and 2004-05, resources were collected from a rate charged to departments based on payroll 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.

In fiscal year 2019-20, the County established a PERS side account for \$14.5 million to offset the increasing PERS employer rates. This investment is partially funded by the \$6.8 million set aside from the PERS Employer Rate Stabilization Fund and an \$8.2 million transfer from the General Fund. This investment is providing PERS employer rate savings of approximately \$1 million per year during the 2019-2021 biennium; and it is expected to gradually grow to nearly \$1.9 million per year during the 2035-2037 biennium. During this period (FY 2019-20 to FY 2036-37), the cumulative rate reduction is estimated to be nearly \$26 million.

The beginning fund balance for FY 2020-21 is \$337,169, and is expected to remain in this fund until the County's next PERS investment.

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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, and fund balance in the Strategic Investment Program Fund comprises the General Fund reserve.

1. **Revenue Stabilization (105-166005):** Houses a portion of the General Fund reserve.

Program Description	Adopted	Modified	Proposed	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Revenue Stabilization	\$ 11,615,588	11,615,588	11,615,588	11,615,588	11,615,588	-	0%
Total	11,615,588	11,615,588	11,615,588	11,615,588	11,615,588	-	
by category							
Contingency	11,615,588	11,615,588	11,615,588	11,615,588	11,615,588	-	0%
Total Expenditures	11,615,588	11,615,588	11,615,588	11,615,588	11,615,588	-	0%
Revenues under Expenditures	(11,615,588)	(11,615,588)	(11,615,588)	(11,615,588)	(11,615,588)	-	0%
Beginning Fund Balance	11,615,588	11,615,588	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. The Revenue Stabilization Fund combining with the ending fund balance in the Strategic Investment Program Fund, the General Fund Contingency and the projected savings from the general fund department’s proposed budgets make up the total of general fund reserve. The Board’s policy is to maintain a reserve that is a minimum of 15%, with a goal of 20% of net General Fund revenues. Net revenues exclude the property taxes dedicated to the Major Streets Transportation Improvement Program (MSTIP) and Washington County Cooperative Library Services (WCCLS) funds.

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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	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Animal Services Gifts & Donations	\$ 973,306	973,306	1,161,114	1,161,114	1,161,114	187,808	19%
Total	973,306	973,306	1,161,114	1,161,114	1,161,114	187,808	
by category							
Intergovernmental	459,428	459,428	451,088	451,088	451,088	(8,340)	-2%
Miscellaneous	14,000	14,000	50,000	50,000	50,000	36,000	257%
Total Revenues	473,428	473,428	501,088	501,088	501,088	27,660	6%
Materials & Services	559,428	559,428	451,088	451,088	451,088	(108,340)	-19%
subtotal	559,428	559,428	451,088	451,088	451,088	(108,340)	-19%
Contingency	413,878	413,878	710,026	710,026	710,026	296,148	72%
Total Expenditures	973,306	973,306	1,161,114	1,161,114	1,161,114	187,808	19%
Revenues under Expenditures	(499,878)	(499,878)	(660,026)	(660,026)	(660,026)	(160,148)	32%
Beginning Fund Balance	499,878	499,878	660,026	660,026	660,026	160,148	32%
Ending Fund Balance \$	-	-	-	-	-	-	

Budget Analysis:

Revenues increase \$27,660 (6%). Expenditures, excluding Contingency, decrease \$108,340 (19%). Contingency increases \$296,148 (72%). Beginning fund balance increases \$160,148 (32%).

Revenue from interest income increased as a result of a \$188,856 bequest received in fiscal year 2019-20. This increase in revenue was offset by a decrease in the carryforward revenue due to the intent to spend the remaining \$16,311 in Maddie’s Fund for shelter improvements.

Expenditures are unchanged from the previous year and include appropriations that reflect various revenue sources designated for shelter improvements and animal care.

Contingency increases and represents funds held in reserve for future appropriations.

Building Equipment Replacement 232-3555

Budget Detail

This fund provides resources for systematic replacement of various building and equipment components of the County's buildings.

1. **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	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Equipment Replacement	\$ 2,835,402	3,118,402	6,218,391	6,218,391	6,218,391	3,099,989	99%
Total	2,835,402	3,118,402	6,218,391	6,218,391	6,218,391	3,099,989	
by category							
Miscellaneous	7,500	7,500	50,000	50,000	50,000	42,500	567%
Operating Transfers In	2,288,655	2,288,655	3,111,556	3,111,556	3,111,556	822,901	36%
Total Revenues	2,296,155	2,296,155	3,161,556	3,161,556	3,161,556	865,401	38%
Capital Outlay	2,835,402	3,118,402	6,218,391	6,218,391	6,218,391	3,099,989	99%
subtotal	2,835,402	3,118,402	6,218,391	6,218,391	6,218,391	3,099,989	99%
Contingency	-	-	-	-	-	-	0%
Total Expenditures	2,835,402	3,118,402	6,218,391	6,218,391	6,218,391	3,099,989	99%
Revenues under Expenditures	(539,247)	(822,247)	(3,056,835)	(3,056,835)	(3,056,835)	(2,234,588)	272%
Beginning Fund Balance	539,247	822,247	3,056,835	3,056,835	3,056,835	2,234,588	272%
Ending Fund Balance \$	-	-	-	-	-	-	

Budget Analysis:

Revenues increase \$865,401 (38%). Expenditures increase \$3,099,989 (99%). Beginning fund balance increases \$2,234,588 (272%).

The revenues in this fund is calculated at 2% of the original costs of the General Fund owned buildings and equipment portfolio. Revenues increase as a result of continued growth in the portfolio. The completion of the Public Services Building Seismic Retrofit Project in fiscal year 2019-20 combined with the increase in revenue projected for fiscal year 2020-21 result in the scheduling of a variety of building equipment replacement projects for the new year. All available resources remaining in the fund are appropriated for building equipment replacement projects.

Description	Project	Total
Roof		520,000
Animal Shelter	120,000	
Walnut Street Center	400,000	
HVAC		2,050,000
Animal Shelter	100,000	
Juvenile Services	100,000	
Justice Services	250,000	
Law Enforcement Center/Jail	750,000	
Public Services Annex	50,000	
Walnut Street Center	600,000	
Washington Street Conference Center	200,000	
Elevators		450,000
Emergency Generators		150,000
Fire & Security Systems		200,000
Flooring (select areas)		200,000
LEC/Jail Walk-In Freezer		120,000
LEC Evidence Refrigerator/Freezer		60,000
Uninterrupted Power Supply (UPS)		100,000
Total Planned Projects		3,850,000

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ITS Systems Replacement 242-3526

Budget Detail

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	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
ITS Systems Replacement	\$ 2,233,803	2,233,803	2,681,464	2,681,464	1,603,307	(630,496)	-28%
Total	2,233,803	2,233,803	2,681,464	2,681,464	1,603,307	(630,496)	
by category							
Miscellaneous	13,130	13,130	-	-	-	(13,130)	-100%
Operating Transfers In	865,105	865,105	1,447,040	1,447,040	1,447,040	581,935	67%
Total Revenues	878,235	878,235	1,447,040	1,447,040	1,447,040	568,805	65%
Operating Transfers Out	2,084,513	2,084,513	930,000	930,000	930,000	(1,154,513)	-55%
subtotal	2,084,513	2,084,513	930,000	930,000	930,000	(1,154,513)	-55%
Contingency	149,290	149,290	1,751,464	1,751,464	673,307	524,017	351%
Total Expenditures	2,233,803	2,233,803	2,681,464	2,681,464	1,603,307	(630,496)	-28%
Revenues under Expenditures	(1,355,568)	(1,355,568)	(1,234,424)	(1,234,424)	(156,267)	1,199,301	-88%
Beginning Fund Balance	1,355,568	1,355,568	1,234,424	1,234,424	156,267	(1,199,301)	-88%
Ending Fund Balance \$	-	-	-	-	-	-	

Budget Analysis:

Revenues increase \$568,805 (65%). Expenditures, excluding Contingency, decrease \$1,154,513 (55%). Contingency increases \$1,602,174 (1,073%). Beginning fund balance decreases \$121,144 (9%).

The revenue in this fund is calculated at 6 2/3% of original costs of general fund owned equipment and systems. The revenue is charged through the County Cost Allocation Plan. The resources are held in reserve for ongoing replacement of key Information Technology Services (ITS) infrastructure and assets. These projects are budgeted in the ITS Capital Projects fund, and this fund provides the financial resources via interfund transfers.

Adopted Budget:

The Board of Commissioners reduced the estimated Beginning Fund Balance and appropriations by \$1,078,157 due to a large transfer that will be completed in FY 2019-20 rather than in FY 2020-21.

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	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Fleet Replacement	\$ 20,283,570	20,283,570	19,611,843	19,611,843	21,572,843	1,289,273	6%
Total	20,283,570	20,283,570	19,611,843	19,611,843	21,572,843	1,289,273	
by category							
Charges for Services	5,343,680	5,343,680	6,934,857	6,934,857	6,934,857	1,591,177	30%
Miscellaneous	965,229	965,229	512,026	512,026	512,026	(453,203)	-47%
Total Revenues	6,308,909	6,308,909	7,446,883	7,446,883	7,446,883	1,137,974	18%
Materials & Services	1,640,925	1,640,925	1,649,000	1,649,000	2,757,884	1,116,959	68%
Interdepartmental	147,634	147,634	671,062	671,062	671,062	523,428	355%
Capital Outlay	6,505,943	6,505,943	3,531,000	3,531,000	4,359,400	(2,146,543)	-33%
subtotal	8,294,502	8,294,502	5,851,062	5,851,062	7,788,346	(506,156)	-6%
Contingency	11,989,068	11,989,068	13,760,781	13,760,781	13,784,497	1,795,429	15%
Total Expenditures	20,283,570	20,283,570	19,611,843	19,611,843	21,572,843	1,289,273	6%
Revenues under Expenditures	(13,974,661)	(13,974,661)	(12,164,960)	(12,164,960)	(14,125,960)	(151,299)	1%
Beginning Fund Balance	13,974,661	13,974,661	12,164,960	12,164,960	14,125,960	151,299	1%
Ending Fund Balance \$	-	-	-	-	-	-	

Budget Analysis:

Revenues increase \$1,137,974 (18%). Expenditures, excluding Contingency, decrease \$2,443,440 (29%). Contingency increases \$1,771,713 (15%). Beginning fund balance decreases \$1,809,701 (13%).

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 on the next page.

Estimated contingency increases and is available to fund future replacements of the County Fleet.

Adopted Budget:

The Board of Commissioners increased the beginning fund balance and expenditures \$1,961,000 to allow for the carry forward of vehicles that have been ordered but will not be received before June 30, 2020.

Type	Quantity	Department	General Fund	Special Fund	Fleet Fund	Total
Planned Vehicle Replacements						
Compact Sedan	1	LUT - Building Services			29,000	29,000
Compact SUV	3	2- LUT - Building Services, 1- SO Investigations	9,500		83,500	93,000
Compact Pickup	3	2 - LUT OPS Engineering, 1 - SO Investigations	15,500		101,500	117,000
Pickup Trucks	2	1 - Facilities - Parks, 1 - LUT OPS - Roadway			106,000	106,000
Box Van	1	SO- Forensics	25,500		111,000	136,500
Crane Truck	1	LUT OPS - Bridge Operations			310,000	310,000
Tack Trailer	1	LUT OPS - Roadway Surfaces			23,500	23,500
Pavement Roller	1	LUT OPS - Roadway Surfaces			66,500	66,500
Transport Van	1	SO- Jail Intake and Release			60,000	60,000
Minivan	1	SO- Forensics	9,500		40,000	49,500
Full Size SUV	1	LUT- Engineering Survey			59,500	59,500
Patrol Tahoe	8	3-SO - Patrol Operations, 5-SO- Patrol Operations ESPD	52,000	368,500	127,500	548,000
Patrol Sedans	19	15-SO ESPD, 3-SO General Fund, 1-SO LOL	78,000	1,053,500	170,000	1,301,500
		Unplanned Vehicle & Equipment Replacements & Additions			500,000	500,000
Subtotal - Replacements			\$ 190,000	\$ 1,422,000	\$ 1,788,000	\$ 3,400,000
Proposed Fleet Vehicle Additions						
Patrol PI Utility	16	SO - Patrol Operations, 7- General Fund, 6-ESPD, 3-LOL	479,500	616,500		1,096,000
Patrol Tahoe	2	SO - Patrol Operations - 1-ESPD, 1-General Fund	68,500	68,500		137,000
Investigations SUV	1	SO - Investigations LOL		40,000		40,000
Ford Escape	3	LUT- 1 Capital Projects, 1-OPS Admin, 1-HHS	25,600	57,700		83,300
Compact Pickup	5	4- LUT OPS Engineering, 1-Facilities-Parks	34,000	144,000		178,000
Shuttle Truck	1	LUT-OPS Vegetation		130,000		130,000
Snow Plow	1	Facilities Operations	10,500			10,500
Aeroator	1	Facilities Operations	11,800			11,800
Subtotal - Additions			\$ 629,900	\$ 1,056,700	\$ -	\$ 1,686,600
Totals			\$ 819,900	\$ 2,478,700	\$ 1,788,000	\$ 5,086,600

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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 (100-167005):** Provides financial accounting for internal fund transfers and discretionary revenue receipts.

Program Description	Adopted	Modified	Proposed	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
General Fund Transfers	\$ 93,418,510	93,989,679	89,868,521	89,868,521	89,868,521	(4,121,158)	-4%
Total	93,418,510	93,989,679	89,868,521	89,868,521	89,868,521	(4,121,158)	
by category							
Taxes	159,124,645	159,124,645	164,963,381	164,963,381	164,963,381	5,838,736	4%
Licenses & Permits	2,116,300	2,116,300	2,006,000	2,006,000	2,006,000	(110,300)	-5%
Intergovernmental	6,075,741	6,075,741	6,479,489	6,479,489	6,479,489	403,748	7%
Charges for Services	3,000,000	3,000,000	3,819,925	3,819,925	3,819,925	819,925	27%
Fines & Forfeitures	578,000	578,000	728,000	728,000	728,000	150,000	26%
Miscellaneous	2,572,972	2,572,972	2,567,377	2,567,377	2,567,377	(5,595)	0%
Operating Transfers In	53,370,622	53,370,622	56,963,780	56,963,780	56,963,780	3,593,158	7%
Total Revenues	226,838,280	226,838,280	237,527,952	237,527,952	237,527,952	10,689,672	5%
Operating Transfers Out	93,418,510	93,989,679	89,868,521	89,868,521	89,868,521	(4,121,158)	-4%
subtotal	93,418,510	93,989,679	89,868,521	89,868,521	89,868,521	(4,121,158)	-4%
Contingency	-	-	-	-	-	-	0%
Total Expenditures	93,418,510	93,989,679	89,868,521	89,868,521	89,868,521	(4,121,158)	-4%
Revenues over Expenditures	133,419,770	132,848,601	147,659,431	147,659,431	147,659,431	14,810,830	11%
Resources allocated to other units	(167,359,270)	(166,788,101)	(169,901,468)	(169,901,468)	(170,476,730)	(3,688,629)	2%
Beginning Fund Balance	33,939,500	33,939,500	22,242,037	22,242,037	22,817,299	(11,122,201)	-33%
Ending Fund Balance \$	-	-	-	-	-	-	

Budget Analysis:

Revenues increase \$10,689,672 (5%). Expenditures decrease \$4,121,158 (4%). Beginning fund balance decreases \$11,697,463 (34%).

Revenues increase due primarily to Taxes \$5,838,736 (4%); Intergovernmental Revenues \$403,748 (7%); Charges for Services \$819,925 (27%); Fines and Forfeitures \$150,000 (26%); and Operating Transfers In \$3,593,158 (7%) which are primarily related to the increase in the County Cost Plan \$2,725,458 and Strategic Investment Program \$1 million (3%). The increase in Taxes is primarily due to projected increase in the County's assessed value. The increase in Intergovernmental Revenues is based on continuing recent trends in state sharing of liquor tax revenue and marijuana tax revenue. The Strategic Investment Program (SIP) revenue is considered discretionary (part of General Fund) and the transfer increases to support General Fund operations. These increases are off-set by decreases in Licenses & Permits \$110,300 (5%); Miscellaneous Revenue \$5,595 (less than 1%); and a reduction in Liability Fund transfer in by \$132,300 due to a General Fund rate adjustment as a result of the most current actuarial report.

Expenditures decrease due entirely to Transfers to Other Funds \$3,549,989 (4%). Significant decreases include a reduction of the \$8.2 million transfer to the PERS Revenue Stabilization Fund for a one-time investment in a PERS side account completed in fiscal year 2019-20; a reduction in transfer to General Capital Projects Fund \$1,565,000 (31%); a reduction in the transfer to Developmental Disability Services \$35,000 which was a one-time transfer. The reductions are partially offset by increases in the transfer to Cooperative Library \$855,898 (4%), Community Corrections \$1,740,024 (67%), Human Services \$103,911 (6%), Aging Services \$5,405 (2%), Series 2016 B FFCO Debt Service Fund \$2,029,513 (20%) which matches the debt service payment plan; Housing Services \$91,428 (7%); Information Technology Capital Acquisition \$1,126,423 (129%); Metzger Park LID \$109,622 (100%), and Community Development Block Grant \$75,000 (44%).

General Fund Transfers 100-1670

Budget Detail

Operating Transfers Out decrease \$3,742,339 (4%) and are comprised of:

General Fund Transfer To	2019-20 Modified	2020-21 Proposed	\$ Change	% Change
Children and Family Services	236,250	206,260	(29,990)	-13%
Road Fund	107,466	108,275	809	1%
Development Services	25,000	25,000	-	0%
Community Corrections	2,606,480	4,346,504	1,740,024	67%
Community Development Block Grant	170,000	245,000	75,000	44%
Developmental Disability Services	35,000	-	(35,000)	-100%
Human Services	1,723,559	1,827,470	103,911	6%
Aging Services	344,368	349,773	5,405	2%
Survey	72,945	72,945	-	0%
Miscellaneous Debt Service	5,869,491	6,011,459	141,968	2%
2016 FF&C General Facilities Capital Projects	1,425,013	1,423,983	(1,030)	0%
Housing Services	1,306,112	1,397,540	91,428	7%
Information Services Capital Acquisition	870,451	1,996,874	1,126,423	129%
General Capital Projects	5,065,000	3,500,000	(1,565,000)	-31%
Metzger Park LID		109,622	109,622	0%
Mental Health Crisis Services	400,000	400,000	-	0%
PERS Revenue Stabilization Fund	8,200,000	-	(8,200,000)	-100%
Transfers Net of MSTIP & WCCLS Allocations	28,457,135	22,020,705	(6,436,430)	-23%
MSTIP Portion of the 2016B FF&C	8,964,782	10,995,325	2,030,543	23%
Major Streets Transportation Program (MSTIP)	34,599,903	34,599,903	-	0%
Subtotal MSTIP Allocation	43,564,685	45,595,228	2,030,543	5%
Washington County Cooperative Library Services (WCCLS)	21,396,690	22,252,588	855,898	4%
Subtotal MSTIP & WCCLS Allocations	64,961,375	67,847,816	2,886,441	4%
Totals	\$ 93,418,510	\$ 89,868,521	3,742,339	-4%

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 (156-162505):** Provides financial accounting for lottery proceeds.

Program Description	Adopted	Modified	Proposed	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Lottery	\$ 2,375,623	2,485,794	2,600,000	2,600,000	2,600,000	114,206	5%
Total	2,375,623	2,485,794	2,600,000	2,600,000	2,600,000	114,206	
by category							
Intergovernmental	2,375,623	2,375,623	2,600,000	2,600,000	2,600,000	224,377	9%
Total Revenues	2,375,623	2,375,623	2,600,000	2,600,000	2,600,000	224,377	9%
Materials & Services	263,853	263,853	55,350	55,350	55,350	(208,503)	-79%
Other	200,000	200,000	205,200	205,200	205,200	5,200	3%
Operating Transfers Out	1,911,770	2,021,941	2,339,450	2,339,450	2,339,450	317,509	16%
subtotal	2,375,623	2,485,794	2,600,000	2,600,000	2,600,000	114,206	5%
Contingency	-	-	-	-	-	-	0%
Total Expenditures	2,375,623	2,485,794	2,600,000	2,600,000	2,600,000	114,206	5%
Revenues under Expenditures	-	(110,171)	-	-	-	110,171	-100%
Beginning Fund Balance	-	110,171	-	-	-	(110,171)	-100%
Ending Fund Balance \$	-	-	-	-	-	-	

Budget Analysis:

Revenues increase \$224,377 (9%). Expenditures increase \$114,206 (5%). Beginning fund balance decreases \$110,171 (100%).

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.

In fiscal year 2020-21 a new program is proposed in the County Administrative Office (100-1510) to increase the staff support for economic development, with an associated transfer of \$386,568 in Lottery funds from this organization unit (an increase from the \$200,000 dedicated to economic development strategies in the previous budget year). As in previous years, a \$350,000 transfer to the Equity, Inclusion and Community Engagement organization unit (100-3110) supports the Community Participation Organization (CPO) Program. Contribution to the Washington County Museum increases by \$5,200 to \$205,200. A full list of the organizations and initiatives supported by funds from this organization unit are listed in the following table.

Lottery Program		
	Proposed	Budget Committee Adjustment
Lottery Revenue	\$ 2,600,000	2,600,000
Other Economic Development Organizations:		
Greater Portland Inc.	25,000	25,000
PSU Institute of Metropolitan Studies	6,000	6,000
Westside Economic Alliance	8,650	8,650
Aloha Business Association	500	500
Portland Business Alliance	200	200
COLPAC	2,500	2,500
Chambers of Commerce	2,000	5,000
Other Organizations:		
Five Oaks Museum	205,200	205,200
SOLVE - Clean and Green Sponsorship	7,000	7,000
Tuesday Market Sponsorship	3,500	3,500
County Organizations:		
Community Engagement	350,000	350,000
Economic Development Program (County)	386,568	386,568
Government Relations Manager (0.65 FTE)	133,184	133,184
Land Use & Transportation Long Range Planning Division	1,161,343	1,161,343
Land Use & Transportation Land Development Division for Code Enforcement	299,200	299,200
Miscellaneous expenses for community events i.e. County Fair	9,155	6,155
Total Expenditures	2,600,000	2,600,000
Ending Balance	\$ -	-
<i>The County Fair was cancelled due to COVID and the budget committee voted to allocate more funds to the Chambers of Commerce than was proposed.</i>		

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 Genentech** (204-164010): Provides financial accounting for proceeds and payments related to the Genentech SIP.
2. **2005 Intel** (204-164015): Provides financial accounting for proceeds and payments related to the 2005 Intel SIP.
3. **2014A Intel** (204-164030): Provides financial accounting for proceeds and payments related to the 2014A Intel SIP.
4. **SIP Administration** (204-164035): Interest earnings and capital outlay 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	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
2006 Genentech	\$ 616,292	616,292	612,509	612,509	612,509	(3,783)	-1%
2005 Intel	24,887,489	24,887,489	24,328,309	24,328,309	24,328,309	(559,180)	-2%
2014A Intel	10,207,219	10,207,219	7,708,720	7,708,720	7,708,720	(2,498,499)	-24%
SIP Administration	19,825,116	19,825,116	14,216,297	14,216,297	14,216,297	(5,608,819)	-28%
Total	55,536,116	55,536,116	46,865,835	46,865,835	46,865,835	(8,670,281)	-16%
by category							
Charges for Services	37,131,549	37,131,549	32,649,538	32,649,538	32,649,538	(4,482,011)	-12%
Miscellaneous	289,000	289,000	652,991	652,991	652,991	363,991	126%
Total Revenues	37,420,549	37,420,549	33,302,529	33,302,529	33,302,529	(4,118,020)	-11%
Operating Transfers Out	36,000,000	36,000,000	37,000,000	37,000,000	37,000,000	1,000,000	3%
Capital Outlay	19,536,116	19,536,116	9,865,835	9,865,835	9,865,835	(9,670,281)	-49%
subtotal	55,536,116	55,536,116	46,865,835	46,865,835	46,865,835	(8,670,281)	-16%
Contingency	-	-	-	-	-	-	0%
Total Expenditures	55,536,116	55,536,116	46,865,835	46,865,835	46,865,835	(8,670,281)	-16%
Revenues under Expenditures	(18,115,567)	(18,115,567)	(13,563,306)	(13,563,306)	(13,563,306)	4,552,261	-25%
Beginning Fund Balance	18,115,567	18,115,567	13,563,306	13,563,306	13,563,306	(4,552,261)	-25%
Ending Fund Balance \$	-	-	-	-	-	-	

Budget Analysis:

Revenues decrease \$4,118,020 (11%). Expenditures decrease \$8,670,281 (16%). Beginning fund balance decreases \$4,552,261 (25%).

Strategic Investment Program (SIP) revenues are discretionary and considered part of the General Fund. Revenue projections decreased comparing to prior year as a result of an updated trend analysis.

Expenditures include a \$37 million transfer to the General Fund to support General Fund operations. This is an increase of \$1 million (3%) over fiscal year 2019-20. The remaining \$9.86 million fund balance is appropriated as Capital Outlay and represents resources held for future transfers.

All resources are fully appropriated for any unanticipated expenditures. The ending fund balance is considered a portion of the General Fund reserve.

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):** The program accounts for all proceeds and payments related to Gain Share.

Program Description	Adopted	Modified	Proposed	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Gain Share	\$ 12,966,019	14,466,019	14,007,282	14,007,282	14,007,282	(458,737)	-3%
Total	12,966,019	14,466,019	14,007,282	14,007,282	14,007,282	(458,737)	
by category							
Intergovernmental	9,235,519	9,235,519	9,241,726	9,241,726	9,241,726	6,207	0%
Miscellaneous	157,500	157,500	93,442	93,442	93,442	(64,058)	-41%
Total Revenues	9,393,019	9,393,019	9,335,168	9,335,168	9,335,168	(57,851)	-1%
Operating Transfers Out	10,172,222	11,672,222	8,322,222	8,322,222	8,322,222	(3,350,000)	-29%
Capital Outlay	2,793,797	2,793,797	5,685,060	5,685,060	5,685,060	2,891,263	103%
subtotal	12,966,019	14,466,019	14,007,282	14,007,282	14,007,282	(458,737)	-3%
Contingency	-	-	-	-	-	-	0%
Total Expenditures	12,966,019	14,466,019	14,007,282	14,007,282	14,007,282	(458,737)	-3%
Revenues under Expenditures	(3,573,000)	(5,073,000)	(4,672,114)	(4,672,114)	(4,672,114)	400,886	-8%
Beginning Fund Balance	3,573,000	5,073,000	4,672,114	4,672,114	4,672,114	(400,886)	-8%
Ending Fund Balance \$	-	-	-	-	-	-	

Budget Analysis:

Revenues decrease \$57,851 (1%). Expenditures decrease \$458,737 (3%). Beginning fund balance decreases \$400,886 (8%).

Revenues decrease is due primarily to a lower interest earnings projection comparing to fiscal year 2019-20.

Expenditures decrease due primarily as the net result of an increase in transfer to Series 2016 B FFCO Debt Service Fund which matches the debt service payment schedule; a decrease in the Transfer to the General Fund for the air quality program; a decrease to the transfer to the Information Services Capital project support to \$1 million annually. This year's budget includes a \$2.6 million transfer to support the Safe Routes to Schools program. The remaining \$5.69 million is budgeted in Capital Outlay and represents fund balance available for future years. All resources are fully appropriated for any unanticipated expenditures.

The beginning fund balance for FY 2020-21 is expected to be \$4,672,114.

Descriptions	\$ Amount
Beginning Fund Balance	4,672,114
Gain Share Revenue	9,241,726
Interest Earnings	93,442
Total Resources	14,007,282
Operating Transfers Out	8,322,222
Capital Outlay	5,685,060
Total Expenditures	\$ 14,007,282

Operating Transfer Out Detail	\$ Amount
ITS acquisitions, upgrades and replacements	1,000,000
Safe Routes to Schools	2,000,000
Traffic congestion & growth	600,000
Facilities Debt Service	4,722,222
Subtotal	8,322,222
Capital Outlay Detail	
Future projects	2,000,000
Unallocated fund balance	3,685,060
Subtotal	5,685,060
Total Expenditures	\$ 14,007,282

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	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Indirect Cost Recovery	\$ 26,322,953	26,322,953	30,402,580	30,402,580	30,402,580	4,079,627	15%
Total	26,322,953	26,322,953	30,402,580	30,402,580	30,402,580	4,079,627	
by category							
Intergovernmental	77,278	77,278	112,282	112,282	112,282	35,004	45%
Interdepartmental	26,245,675	26,245,675	30,290,298	30,290,298	30,290,298	4,044,623	15%
Total Revenues	26,322,953	26,322,953	30,402,580	30,402,580	30,402,580	4,079,627	15%
Materials & Services	5,608,987	5,608,987	5,551,441	5,551,441	5,551,441	(57,546)	-1%
Operating Transfers Out	20,713,966	20,713,966	24,851,139	24,851,139	24,851,139	4,137,173	20%
subtotal	26,322,953	26,322,953	30,402,580	30,402,580	30,402,580	4,079,627	15%
Contingency	-	-	-	-	-	-	0%
Total Expenditures	26,322,953	26,322,953	30,402,580	30,402,580	30,402,580	4,079,627	15%
Revenues under Expenditures	-	-	-	-	-	-	0%
Beginning Fund Balance	-	-	-	-	-	-	0%
Ending Fund Balance \$	-	-	-	-	-	-	

Budget Analysis:

Revenues increase \$4,079,627 (15%). Expenditures increase \$4,079,627 (15%).

The revenues in this fund is consist of all resources collected from the County's Cost Allocation Plan.

Revenues and expenditures increases due primarily to the following increases in the FY 2019-20 adopted budget: 1) staff increases in various general government offices and departments; 2) significant investments in hardware, network/security infrastructure, mobility tools, desk top applications and major software conversions; 3) various salary/market adjustments for all non-represented employees.

Operating Transfers Out increase due primarily to the transfer to the General Fund \$2,725,458 (16%) for the General Fund's share of County Cost Plan charges to special funds, a \$822,901 increase in the transfer to the Building Equipment Replacement fund and \$581,935 increase in the transfer to the ITS Equipment Replacement fund.



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	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Enhanced Sheriff's Patrol District	\$ 44,658,487	44,658,487	47,594,218	47,594,218	48,174,813	3,516,326	8%
Urban Road Maintenance District	16,359,293	16,359,293	17,624,935	17,624,935	17,624,935	1,265,642	8%
North Bethany County Service District for Roads	12,778,357	12,778,357	10,864,007	10,864,007	10,864,007	(1,914,350)	-15%
Service District for Lighting No. 1	\$ 3,132,738	3,132,738	3,099,911	3,099,911	3,099,911	(32,827)	-1%

Enhanced Sheriff's Patrol District (ESPD) 210-1680

Budget Detail

Enhanced Sheriff's Patrol District (ESPD) is a separate government jurisdiction. Fiscal year 2019-20 is the second year of a five-year, rate based local option levy passed by ESPD voters in May of 2017. 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.

- 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.

Program Description	Adopted	Modified	Proposed	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Enhanced Sheriff's Patrol District	\$ 44,658,487	44,658,487	47,594,218	47,594,218	48,174,813	3,516,326	8%
Total	44,658,487	44,658,487	47,594,218	47,594,218	48,174,813	3,516,326	8%
by category							
Taxes	27,873,164	27,873,164	29,283,677	29,283,677	29,283,677	1,410,513	5%
Intergovernmental	61,364	61,364	68,140	68,140	68,140	6,776	11%
Charges for Services	22,457	22,457	24,539	24,539	24,539	2,082	9%
Miscellaneous	398,010	398,010	440,379	440,379	440,379	42,369	11%
Total Revenues	28,354,995	28,354,995	29,816,735	29,816,735	29,816,735	1,461,740	5%
Materials & Services	29,965,505	29,965,505	32,820,842	32,820,842	33,401,437	3,435,932	11%
subtotal	29,965,505	29,965,505	32,820,842	32,820,842	33,401,437	3,435,932	11%
Contingency	14,692,982	14,692,982	14,773,376	14,773,376	14,773,376	80,394	1%
Total Expenditures	44,658,487	44,658,487	47,594,218	47,594,218	48,174,813	3,516,326	8%
Revenues under Expenditures	(16,303,492)	(16,303,492)	(17,777,483)	(17,777,483)	(18,358,078)	(2,054,586)	13%
Beginning Fund Balance	16,303,492	16,303,492	17,777,483	17,777,483	18,358,078	2,054,586	13%
Ending Fund Balance \$	-	-	-	-	-	-	

Budget Analysis:

Revenues increase \$1,461,740 (5%). Expenditures, excluding Contingency, increase \$2,855,337 (10%). Contingency increases \$80,394 (1%). Beginning fund balance increases \$1,473,991 (9%).

Revenues increase due to Taxes \$1.41 million, Miscellaneous (interest earnings) \$42,369 (11%), and Intergovernmental (Gain Share) \$6,776 (118%) all due to recent trends.

Materials & Services increase for funds transferred to District Patrol to support law enforcement services in the Enhanced Sheriff's Patrol District. This increase includes funding for 5.00 FTE Deputies, 1.00 FTE Criminal Records Specialist, 2.00 FTE Sergeants offset by the reduction of 1.00 FTE Corporal, additional training and travel, body worn camera's and the County Cost Allocation Plan. Capital Outlay for vehicles increases \$1,055,500 (133%) with the scheduled replacement of 19 vehicles in fiscal year 2020-21, the request of seven new vehicles and facilities projects to enhance safety at the Bethany and East Precinct offices.

Beginning fund balance increases due primarily to cost savings during FY 2019-20 related to vacant positions.

Contingency is available for unanticipated needs and future stability of service levels.

Adopted Budget:

The Board of Commissioners increased the beginning fund balance and expenditures \$580,595 for Toughbook replacements, body worn cameras, and increased 1.00 FTE for a deputy position that was moved from the General Fund. The cost of two vehicles was also removed from this budget.

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.

1. **Urban Road Maintenance Improvement District (214-608005):** This organization unit manages property tax revenues for the District and the expenditure of funds for URMD maintenance and operations including bike and pedestrian (safety) projects and other improvement projects within the district.
2. **URMD Safety Improvements (214-608010):** This program includes funds for planned public safety improvements on roads within the district.

Program Description	Adopted	Modified	Proposed	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Urban Road Maintenance Improvement District	\$ 12,970,843	12,970,843	9,923,835	9,923,835	9,923,835	(3,047,008)	-23%
URMD Safety Improvements	3,388,450	3,388,450	7,701,100	7,701,100	7,701,100	4,312,650	127%
Total	16,359,293	16,359,293	17,624,935	17,624,935	17,624,935	1,265,642	8%
by category							
Taxes	4,884,680	4,884,680	5,435,500	5,435,500	5,435,500	550,820	11%
Charges for Services	16,000	16,000	20,000	20,000	20,000	4,000	25%
Miscellaneous	279,500	279,500	236,661	236,661	236,661	(42,839)	-15%
Operating Transfers In	-	-	99,720	99,720	99,720	99,720	0%
Total Revenues	5,180,180	5,180,180	5,791,881	5,791,881	5,791,881	611,701	12%
Materials & Services	4,036,900	4,036,900	7,259,600	7,259,600	7,259,600	3,222,700	80%
Interdepartmental	1,313,764	1,313,764	1,519,643	1,519,643	1,519,643	205,879	16%
Operating Transfers Out	1,974,139	1,974,139	532,972	532,972	532,972	(1,441,167)	-73%
Capital Outlay	-	-	100,000	100,000	100,000	100,000	0%
subtotal	7,324,803	7,324,803	9,412,215	9,412,215	9,412,215	2,087,412	28%
Contingency	9,034,490	9,034,490	8,212,720	8,212,720	8,212,720	(821,770)	-9%
Total Expenditures	16,359,293	16,359,293	17,624,935	17,624,935	17,624,935	1,265,642	8%
Revenues under Expenditures	(11,179,113)	(11,179,113)	(11,833,054)	(11,833,054)	(11,833,054)	(653,941)	6%
Beginning Fund Balance	11,179,113	11,179,113	11,833,054	11,833,054	11,833,054	653,941	6%
Ending Fund Balance \$	-	-	-	-	-	-	

Budget Analysis:

Revenues increase \$611,701 (12%). Expenditures, excluding Contingency, increase \$2,087,412 (28%). Contingency decreases \$821,770 (9%). Beginning fund balance increases \$653,941 (6%).

URMD Property Tax increases \$545,820 (11%) over last year's budgeted amount and is in alignment with the steady growth seen in actual receipts. The URMD budget reflects a transfer in from the Road Capital Fund of \$100,000 to support the construction of a pedestrian project on 179th Avenue.

Budgeted expenditures increase year-over-year due to increased spending on safety improvements recommended by the Urban Road Maintenance District Advisory Committee (URMDAC) and approved by the County Board of Commissioners. Project delivery schedule variations account for the significant increase in expenditure totals from year to year.

URMD pavement conditions remain generally good as reflected by the current pavement condition index which decreased less than expected.

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 has an authorized permanent property tax rate of up to \$1.25 per \$1,000 assessed value to pay for a portion of the cost to construct 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 managing property tax revenues for the District and to expend funds for road construction activities.

Program Description	Adopted	Modified	Proposed	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
North Bethany County Service District	\$ 12,778,357	12,778,357	10,864,007	10,864,007	10,864,007	(1,914,350)	-15%
Total	12,778,357	12,778,357	10,864,007	10,864,007	10,864,007	(1,914,350)	
by category							
Taxes	602,000	602,000	780,170	780,170	780,170	178,170	30%
Miscellaneous	28,500	28,500	29,570	29,570	29,570	1,070	4%
Operating Transfers In	11,013,932	11,013,932	8,575,774	8,575,774	8,575,774	(2,438,158)	-22%
Total Revenues	11,644,432	11,644,432	9,385,514	9,385,514	9,385,514	(2,258,918)	-19%
Materials & Services	12,594,692	12,594,692	10,680,828	10,680,828	10,680,828	(1,913,864)	-15%
Interdepartmental	138,865	138,865	183,179	183,179	183,179	44,314	32%
Operating Transfers Out	24,800	24,800	-	-	-	(24,800)	-100%
Capital Outlay	20,000	20,000	-	-	-	(20,000)	-100%
subtotal	12,778,357	12,778,357	10,864,007	10,864,007	10,864,007	(1,914,350)	-15%
Contingency	-	-	-	-	-	-	0%
Total Expenditures	12,778,357	12,778,357	10,864,007	10,864,007	10,864,007	(1,914,350)	-15%
Revenues under Expenditures	(1,133,925)	(1,133,925)	(1,478,493)	(1,478,493)	(1,478,493)	(344,568)	30%
Beginning Fund Balance	1,133,925	1,133,925	1,478,493	1,478,493	1,478,493	344,568	30%
Ending Fund Balance \$	-	-	-	-	-	-	

Budget Analysis:

Revenues decrease \$2,258,918 (19%). Expenditures decrease \$1,914,350 (15%). Beginning fund balance increases \$344,568 (30%).

Current property tax revenue is projected to increase based on the fiscal year 2019-20 Summary of Assessment and Tax Roll as new development continues within the District.

Operating Transfers In from the North Bethany System Development Charge Fund and from Transportation Development Tax are appropriately adjusted to assist with the construction of the Springville Road/Kaiser to Joss project planned for construction in FY 2020-21 as well as design work to continue on the Springville Road/Joss to the Portland Community College (PCC) entrance and to provide flexibility in addressing future priority transportation projects within North Bethany.

Materials and Services decrease to properly reflect the need for professional services associated with the construction of the Springville Road/Kaiser to Joss project and design of the Springville Road/Joss to PCC entrance project and to appropriate fund balance. All anticipated resources from the District and the North Bethany SDC fund are fully appropriated to allow for project flexibility.

Interdepartmental expenditures increase to reflect staff time estimates on the current projects being built and designed in this fund and increased indirect charges appropriated to the Service District.

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. Assessments are billed on each property tax statement which benefits from the SDL services.

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	Approved	Adopted	Change	
	2019-20	2019-20	2020-21	2020-21	2020-21	\$	%
Special Light District No. 1	\$ 3,132,738	3,132,738	3,099,911	3,099,911	3,099,911	(32,827)	-1%
Total	3,132,738	3,132,738	3,099,911	3,099,911	3,099,911	(32,827)	
by category							
Miscellaneous	2,154,500	2,154,500	2,178,528	2,178,528	2,178,528	24,028	1%
Total Revenues	2,154,500	2,154,500	2,178,528	2,178,528	2,178,528	24,028	1%
Materials & Services	2,020,450	2,020,450	2,044,600	2,044,600	2,044,600	24,150	1%
Interdepartmental	158,027	208,027	144,404	144,404	144,404	(63,623)	-31%
Operating Transfers Out	6,330	6,330	5,089	5,089	5,089	(1,241)	-20%
subtotal	2,184,807	2,234,807	2,194,093	2,194,093	2,194,093	(40,714)	-2%
Contingency	947,931	897,931	905,818	905,818	905,818	7,887	1%
Total Expenditures	3,132,738	3,132,738	3,099,911	3,099,911	3,099,911	(32,827)	-1%
Revenues under Expenditures	(978,238)	(978,238)	(921,383)	(921,383)	(921,383)	56,855	-6%
Beginning Fund Balance	978,238	978,238	921,383	921,383	921,383	(56,855)	-6%
Ending Fund Balance \$	-	-	-	-	-	-	

Budget Analysis:

Revenues increase \$24,028 (1%). Expenditures, excluding Contingency, decrease \$40,714 (2%). Contingency increases \$7,887 (1%). Beginning fund balance decreases \$56,855 (6%).

Small growth is expected in SDL revenues as new service areas continue to be added to the district.

Materials and Services remain relatively flat as PGE does not anticipate a rate increase at this time; however, the District has seen a slight upward trend in utility costs as more lights are added. Monthly energization costs continue to stabilize as more efficient LED lighting is installed. PGE has converted 1,849 lights within the District since the beginning of fiscal year 2019-20.

Charges for professional services show a slight decrease as development has slowed translating to decreased staff costs to administer the program. An increase in the budget is due to the modernization/upgrade of the SDL Access database.

REVENUES & EXPENDITURES

by Fund and Org Unit

	<u>Fund</u>	<u>Org Unit</u>	<u>Adopted Revenues</u>	<u>Adopted Expenditures</u>
<u>OPERATING BUDGET</u>				
GENERAL GOVERNMENT				
Direct Services				
Board of Commissioners	100	1010	\$ -	621,257
County Administrative Office	100	1510	574,907	4,143,320
County Counsel	100	2010	4,313	3,057,363
County Auditor	100	2510	-	739,671
Elections	100	3010	722,000	2,697,492
Assessment & Taxation	100	3020	2,857,800	13,257,323
Equity, Inclusion and Community Engagement	100	3110	350,000	1,601,675
			<u>4,509,020</u>	<u>26,118,101</u>
Support Services				
County Emergency Management	100	3210	530,709	1,316,944
Support Services Administration	100	3510	50,293	1,195,262
Finance	100	3515	215,500	3,277,592
Human Resources	100	3520	-	4,069,847
Information Technology Services	100	3525	990,124	21,844,436
Purchasing	100	3530	8,000	728,114
Facilities Management	100	3535	109,450	14,726,470
Risk Management	100	3575	-	967,591
			<u>1,904,076</u>	<u>48,126,256</u>
		Total General Fund	<u>6,413,096</u>	<u>74,244,357</u>
COVID-19 CARES Act	155	1645	-	104,660,475
Fleet Services	500	3540	5,854,300	6,183,287
Central Services	516	3545	1,982,768	2,187,762
		Total Special Funds	<u>7,837,068</u>	<u>113,031,524</u>
		TOTAL GENERAL GOVERNMENT	<u>\$ 14,250,164</u>	<u>187,275,881</u>

REVENUES & EXPENDITURES

by Fund and Org Unit

	<u>Fund</u>	<u>Org Unit</u>	<u>Adopted Revenues</u>	<u>Adopted Expenditures</u>
PUBLIC SAFETY & JUSTICE				
Sheriff's Office Administration	100	4010	\$ 438,022	6,573,481
Law Enforcement	100	4020	5,052,497	28,361,655
Jail	100	4030	4,160,730	31,958,129
Jail Health Care	100	4035	6,500	6,017,919
District Attorney	100	4510	4,054,653	15,915,686
Juvenile	100	5010	12,000	8,017,963
Juvenile Administration	100	5030	154,742	1,919,617
Justice Court	100	8010	1,682,872	1,182,872
			<hr/>	<hr/>
		Total General Fund	15,562,016	99,947,322
			<hr/>	<hr/>
Law Library	176	8510	369,185	1,150,077
District Patrol	182	4020	33,486,087	33,486,087
Sheriff's Contract Services	186	4060	560,000	560,000
Community Corrections	188	5510	20,455,585	23,747,011
Juvenile Grants	196	5040	779,527	859,282
Juvenile Conciliation Services	197	5020	571,551	580,826
Court Security	202	4040	406,000	1,460,919
Grants & Donations	224	4050	1,703,918	1,703,918
Jail Commissary	226	4030	282,000	1,241,001
Juvenile High Risk Prevention Funds	228	5050	2,359,228	3,187,726
LOL Administration	234	1690	29,242,122	15,674,761
LOL Sheriff's Administration	234	4010	-	3,125,128
LOL Law Enforcement	234	4020	29,000	14,753,187
LOL Jail	234	4030	-	3,553,979
LOL District Attorney	234	4510	547,726	4,057,983
LOL Juvenile	234	5010	20,000	1,853,624
LOL Community Corrections	234	5515	-	5,412,007
Civil Forfeitures	238	4090	9,500	291,294
			<hr/>	<hr/>
		Total Special Funds	90,821,429	116,698,810
			<hr/>	<hr/>
		TOTAL PUBLIC SAFETY & JUSTICE	\$ 106,383,445	216,646,132
			<hr/>	<hr/>

REVENUES & EXPENDITURES

by Fund and Org Unit

	<u>Fund</u>	<u>Org Unit</u>	<u>Adopted Revenues</u>	<u>Adopted Expenditures</u>
LAND USE & TRANSPORTATION				
Long Range Planning	100	6010	\$ 3,015,727	4,211,366
Watermaster	100	9610	150,864	227,314
Total General Fund			3,166,591	4,438,680
Engineering Services	168	6030	2,722,593	10,766,518
Administration	168	6040	1,499,336	4,096,938
Road Fund Administration	168	6045	51,632,907	34,868,404
Capital Project Management	168	6050	7,755,441	8,466,898
Operations & Maintenance	168	6060	1,977,600	36,655,877
Public Land Corner	170	6030	559,537	2,786,385
Current Planning	172	6020	2,275,765	4,238,999
Building Services	174	6020	7,931,967	20,159,799
Statewide Transportation Improvement	209	6070	1,479,781	2,076,852
Maintenance Improvement	212	6075	20,573	329,230
Surveyor	216	6030	711,390	1,849,869
Total Special Funds			78,566,890	126,295,769
TOTAL LAND USE & TRANSPORTATION			81,733,481	130,734,449
HOUSING, HEALTH & HUMAN SERVICES				
Affordable Housing Development Support	100	1675	-	4,000,000
Public Health	100	7030	19,006,509	24,065,358
HHS Administration	100	7040	1,212,288	2,374,855
Animal Services	100	7090	1,731,100	3,133,066
Veteran Services	100	7510	312,834	1,336,941
Total General Fund			22,262,731	34,910,220
Community Development Block Grant	164	9010	4,806,323	5,049,326
Children, Youth & Families	166	7050	2,474,880	3,210,986
Developmental Disabilities	191	7065	11,866,067	11,891,067
Human Services	192	7060	41,274,004	47,156,987
Oregon Health Plan	193	7080	108,851	5,551,412
Mental Health HB 2145	194	7070	-	951,100
Health Share of Oregon	195	7085	189,449	6,694,251
Aging Services	198	7520	5,016,891	5,537,333
Mental Health Crisis Services	199	7089	5,978,021	7,947,373
Coordinated Care Organization	203	7087	5,440,864	5,440,864
Tri-County Risk Reserve	207	7086	-	10,500,000
Emergency Medical Services	208	7010	627,812	1,597,664
Housing Services	218	6510	\$ 12,781,779	13,209,037

REVENUES & EXPENDITURES

by Fund and Org Unit

	<u>Fund</u>	<u>Org Unit</u>	<u>Adopted Revenues</u>	<u>Adopted Expenditures</u>
Metro Affordable Housing Bond	219	6520	\$ 85,815,540	85,815,540
HOME	220	9020	4,326,597	4,326,597
Air Quality	244	9030	575,000	1,515,506
Total Special Funds			<u>181,282,078</u>	<u>216,395,043</u>
TOTAL HOUSING, HEALTH & HUMAN SERVICES			<u>203,544,809</u>	<u>251,305,263</u>
 CULTURE, EDUCATION & RECREATION				
Parks	100	3560	1,226,164	1,777,317
Extension Services	100	9510	-	581,652
Total General Fund			<u>1,226,164</u>	<u>2,358,969</u>
Metzger Park	162	3560	294,235	339,710
Cooperative Library Services	184	9710	37,776,733	49,473,189
West Slope Library	185	9710	1,154,623	1,633,646
County Fair Complex	200	9810	4,014,230	5,166,786
Transient Lodging Tax	240	1655	4,248,200	4,269,262
Event Center Operations	435	9840	971,000	1,571,523
Total Special Funds			<u>48,459,021</u>	<u>62,454,116</u>
TOTAL CULTURAL EDUCATION & RECREATION			<u>49,685,185</u>	<u>64,813,085</u>
 NON-DEPARTMENTAL				
Non-departmental	100	1620	-	834,028
General Fund Contingency	100	1630	-	1,628,252
Community Network	100	1696	-	745,500
Total General Fund			<u>-</u>	<u>3,207,780</u>
TOTAL NON-DEPARTMENTAL			<u>-</u>	<u>3,207,780</u>
TOTAL OPERATING BUDGET			<u>\$ 455,597,084</u>	<u>853,982,590</u>

REVENUES & EXPENDITURES

by Fund and Org Unit

	<u>Fund</u>	<u>Org Unit</u>	<u>Adopted Revenues</u>	<u>Adopted Expenditures</u>
<u>CAPITAL BUDGET</u>				
FACILITIES & TECHNOLOGY				
2016 FF&C Facilities Capital Projects	353	3580	\$ 30,000	1,926,322
ITS Capital Projects	354	3580	5,946,987	8,616,812
Facilities Park SDC	355	3580	8,846	82,727
Facilities Capital Projects	356	3580	8,414,000	14,710,652
Parks & Open Spaces Opportunity	357	3580	6,000	334,556
Emergency Communications System	359	3580	572,100	30,547,352
Event Center	380	9820	3,000	3,635,979
			<hr/>	<hr/>
		Total Special Funds	14,980,933	59,854,400
		TOTAL FACILITIES & TECHNOLOGY	<hr/>	<hr/>
			14,980,933	59,854,400
TRANSPORTATION				
Countywide Traffic Impact Fee	360	6065	960,131	1,371,674
Major Streets Transportation Improvement Program (MSTIP)	362	6065	54,694,702	127,987,948
Road Capital Projects	368	6065	25,787,938	39,334,329
Transportation Development Tax	374	6065	21,012,206	71,622,488
North Bethany SDC	376	6065	617,088	6,474,026
Bonny Slope West SDC	378	6065	630,700	2,165,605
			<hr/>	<hr/>
		Total Special Funds	103,702,765	248,956,070
		TOTAL TRANSPORTATION	<hr/>	<hr/>
			103,702,765	248,956,070
		TOTAL CAPITAL BUDGET	<hr/>	<hr/>
			118,683,698	308,810,470
<u>NON-OPERATING BUDGET</u>				
DEBT & OTHER FINANCING				
General Obligation Bonds	304	3585	4,646,139	4,738,938
Series 2016B FF&C	305	3585	18,224,959	24,603,356
Miscellaneous Debt	306	3585	7,151,510	7,187,925
			<hr/>	<hr/>
		Total Special Funds	30,022,608	36,530,219
		TOTAL DEBT & OTHER FINANCING	<hr/>	<hr/>
			\$ 30,022,608	36,530,219

REVENUES & EXPENDITURES

by Fund and Org Unit

	<u>Fund</u>	<u>Org Unit</u>	<u>Adopted Revenues</u>	<u>Adopted Expenditures</u>
RISK MANAGEMENT/INSURANCE				
Liability/Casualty Insurance	504	3570	\$ 5,955,977	7,970,947
Life Insurance	506	3570	518,467	707,169
Workers Compensation Insurance	508	3570	2,489,290	3,175,071
Medical Insurance	510	3570	43,872,391	44,746,767
Unemployment Insurance	512	3570	84,600	669,200
PERS Employer Stabilization	524	1615	6,750	343,919
			<u>52,927,475</u>	<u>57,613,073</u>
Total Special Funds				
TOTAL RISK MANAGEMENT/INSURANCE			<u>52,927,475</u>	<u>57,613,073</u>
REPLACEMENT/RESERVE				
Revenue Stabilization	105	1660	-	11,615,588
Animal Services Gifts & Donations	154	7095	501,088	1,161,114
Building Equipment Replacement	232	3555	3,161,556	6,218,391
ITS Systems Replacement	242	3526	1,447,040	1,603,307
Fleet Replacement	502	3541	7,446,883	21,572,843
			<u>12,556,567</u>	<u>42,171,243</u>
Total Special Funds				
TOTAL REPLACEMENT/RESERVE			<u>12,556,567</u>	<u>42,171,243</u>
MISCELLANEOUS				
General Fund Transfers	100	1670	237,527,952	89,868,521
			<u>237,527,952</u>	<u>89,868,521</u>
Total General Fund				
Lottery Program	156	1625	2,600,000	2,600,000
Strategic Investment Program	204	1640	33,302,529	46,865,835
Gain Share	205	1640	9,335,168	14,007,282
Indirect Cost Recovery	222	3595	30,402,580	30,402,580
			<u>75,640,277</u>	<u>93,875,697</u>
Total Special Funds				
TOTAL MISCELLANEOUS			<u>313,168,229</u>	<u>183,744,218</u>
TOTAL NON-OPERATING			<u>408,674,879</u>	<u>320,058,753</u>
TOTAL BUDGET			<u>\$ 982,955,661</u>	<u>1,482,851,813</u>

APPROPRIATIONS BY FUND

FUND DESCRIPTION	FUND	ADOPTED EXPENDITURES	ADOPTED REVENUE	BEGINNING BALANCE	TOTAL RESOURCES
General Fund	100	\$ 308,975,849	286,158,550	22,817,299	308,975,849
Revenue Stabilization	105	11,615,588	-	11,615,588	11,615,588
Animal Services Gifts & Donations	154	1,161,114	501,088	660,026	1,161,114
COVID-19 CARES Act	155	104,660,475	-	104,660,475	104,660,475
Lottery Program	156	2,600,000	2,600,000	-	2,600,000
Metzger Park	162	339,710	294,235	45,475	339,710
Community Development Block Grant	164	5,049,326	4,806,323	243,003	5,049,326
Children, Youth & Families	166	3,210,986	2,474,880	736,106	3,210,986
Road Fund	168	94,854,635	65,587,877	29,266,758	94,854,635
Public Land Corner	170	2,786,385	559,537	2,226,848	2,786,385
Current Planning	172	4,238,999	2,275,765	1,963,234	4,238,999
Building Services	174	20,159,799	7,931,967	12,227,832	20,159,799
Law Library	176	1,150,077	369,185	780,892	1,150,077
District Patrol	182	33,486,087	33,486,087	-	33,486,087
Cooperative Library Services	184	49,473,189	37,776,733	11,696,456	49,473,189
West Slope Library	185	1,633,646	1,154,623	479,023	1,633,646
Sheriff's Contract Services	186	560,000	560,000	-	560,000
Community Corrections	188	23,747,011	20,455,585	3,291,426	23,747,011
Developmental Disabilities	191	11,891,067	11,866,067	25,000	11,891,067
Human Services	192	47,156,987	41,274,004	5,882,983	47,156,987
Oregon Health Plan	193	5,551,412	108,851	5,442,561	5,551,412
Mental Health HB 2145	194	951,100	-	951,100	951,100
Health Share of Oregon	195	6,694,251	189,449	6,504,802	6,694,251
Juvenile Grants	196	859,282	779,527	79,755	859,282
Juvenile Conciliation Services	197	580,826	571,551	9,275	580,826
Aging Services	198	5,537,333	5,016,891	520,442	5,537,333
Mental Health Crisis Services	199	7,947,373	5,978,021	1,969,352	7,947,373
County Fair Complex	200	5,166,786	4,014,230	1,152,556	5,166,786
Court Security	202	1,460,919	406,000	1,054,919	1,460,919
Coordinated Care Organization	203	5,440,864	5,440,864	-	5,440,864
Strategic Investment Program	204	46,865,835	33,302,529	13,563,306	46,865,835
Gain Share	205	14,007,282	9,335,168	4,672,114	14,007,282
Tri-County Risk Reserve	207	10,500,000	-	10,500,000	10,500,000
Emergency Medical Services	208	1,597,664	627,812	969,852	1,597,664
Statewide Transportation Improvement	209	2,076,852	1,479,781	597,071	2,076,852
Maintenance Improvement	212	329,230	20,573	308,657	329,230
Surveyor	216	1,849,869	711,390	1,138,479	1,849,869
Housing Services	218	13,209,037	12,781,779	427,258	13,209,037
Metro Affordable Housing Bond	219	85,815,540	85,815,540	-	85,815,540
HOME	220	\$ 4,326,597	4,326,597	-	4,326,597

APPROPRIATIONS BY FUND

FUND DESCRIPTION	FUND	ADOPTED EXPENDITURES	ADOPTED REVENUE	BEGINNING BALANCE	TOTAL RESOURCES
Indirect Cost Recovery	222	\$ 30,402,580	30,402,580	-	30,402,580
Grants & Donations	224	1,703,918	1,703,918	-	1,703,918
Jail Commissary	226	1,241,001	282,000	959,001	1,241,001
Juvenile High Risk Prevention Funds	228	3,187,726	2,359,228	828,498	3,187,726
Building Equipment Replacement	232	6,218,391	3,161,556	3,056,835	6,218,391
Local Option Levy	234	48,430,669	29,838,848	18,591,821	48,430,669
Civil Forfeitures	238	291,294	9,500	281,794	291,294
Transient Lodging Tax	240	4,269,262	4,248,200	21,062	4,269,262
ITS Systems Replacement	242	1,603,307	1,447,040	156,267	1,603,307
Air Quality	244	1,515,506	575,000	940,506	1,515,506
General Obligation Bonds	304	4,738,938	4,646,139	92,799	4,738,938
Series 2016B FF&C	305	24,603,356	18,224,959	6,378,397	24,603,356
Miscellaneous Debt	306	7,187,925	7,151,510	36,415	7,187,925
2016 FF&C Facilities Capital Projects	353	1,926,322	30,000	1,896,322	1,926,322
ITS Capital Projects	354	8,616,812	5,946,987	2,669,825	8,616,812
Facilities Park SDC	355	82,727	8,846	73,881	82,727
Facilities Capital Projects	356	14,710,652	8,414,000	6,296,652	14,710,652
Parks & Open Spaces Opportunity	357	334,556	6,000	328,556	334,556
Emergency Communications System	359	30,547,352	572,100	29,975,252	30,547,352
Countywide Traffic Impact Fee	360	1,371,674	960,131	411,543	1,371,674
Major Streets Transportation Improvement Program (MSTIP)	362	127,987,948	54,694,702	73,293,246	127,987,948
Road Capital Projects	368	39,334,329	25,787,938	13,546,391	39,334,329
Transportation Development Tax	374	71,622,488	21,012,206	50,610,282	71,622,488
North Bethany SDC	376	6,474,026	617,088	5,856,938	6,474,026
Bonny Slope West SDC	378	2,165,605	630,700	1,534,905	2,165,605
Event Center	380	3,635,979	3,000	3,632,979	3,635,979
Event Center Operations	435	1,571,523	971,000	600,523	1,571,523
Fleet Services	500	6,183,287	5,854,300	328,987	6,183,287
Fleet Replacement	502	21,572,843	7,446,883	14,125,960	21,572,843
Liability/Casualty Insurance	504	7,970,947	5,955,977	2,014,970	7,970,947
Life Insurance	506	707,169	518,467	188,702	707,169
Workers Compensation Insurance	508	3,175,071	2,489,290	685,781	3,175,071
Medical Insurance	510	44,746,767	43,872,391	874,376	44,746,767
Unemployment Insurance	512	669,200	84,600	584,600	669,200
Central Services	516	2,187,762	1,982,768	204,994	2,187,762
PERS Employer Stabilization	524	343,919	6,750	337,169	343,919
Total County Budget		<u>\$ 1,482,851,813</u>	<u>982,955,661</u>	<u>499,896,152</u>	<u>1,482,851,813</u>

APPROPRIATIONS BY FUND

FUND DESCRIPTION	FUND	ADOPTED EXPENDITURES	ADOPTED REVENUE	BEGINNING BALANCE	TOTAL RESOURCES
Service Districts					
Enhanced Sheriff's Patrol District (ESPD)	210	\$ 48,174,813	29,816,735	18,358,078	48,174,813
Urban Road Maintenance District (URMD)	214	17,624,935	5,791,881	11,833,054	17,624,935
North Bethany County Service District for Roads (North Bethany CSDR)	215	10,864,007	9,385,514	1,478,493	10,864,007
Service District for Lighting No. 1 (SDL No. 1)	434	\$ 3,099,911	2,178,528	921,383	3,099,911

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PERMANENT POSITIONS

by Organization Unit

	<u>Fund</u>	<u>Org Unit</u>	<u>Adopted 2018-19</u>	<u>Adopted 2019-20</u>	<u>Modified 2019-20</u>	<u>Proposed 2020-21</u>	<u>Adopted 2020-21</u>
OPERATING BUDGET							
GENERAL GOVERNMENT							
Direct Services							
Board of Commissioners	100	1010	5.00	5.00	5.00	5.00	5.00
County Administrative Office	100	1510	13.00	16.00	17.00	20.00	20.00
County Counsel	100	2010	15.00	15.00	15.00	15.00	15.00
County Auditor	100	2510	3.00	4.00	4.00	4.00	4.00
Elections	100	3010	9.75	10.00	10.00	10.00	10.00
Assessment & Taxation	100	3020	105.00	108.50	108.50	107.00	107.00
Equity, Inclusion and Community Engagement	100	3110	5.00	6.00	6.00	11.00	11.00
Total Direct Services			155.75	164.50	165.50	172.00	172.00
Support Services							
County Emergency Management	100	3210	6.00	6.00	6.00	6.00	6.00
Support Services Administration	100	3510	9.50	13.00	13.00	7.00	7.00
Finance	100	3515	17.00	18.00	18.00	18.00	18.00
Human Resources	100	3520	23.00	26.00	26.00	26.00	26.00
Information Technology Services	100	3525	81.00	83.75	83.75	85.75	85.75
Purchasing	100	3530	5.00	5.00	5.00	5.00	5.00
Facilities Management	100	3535	50.80	53.00	53.60	53.60	53.60
Risk Management	100	3575	-	-	-	6.00	6.00
COVID-19 CARES Act	155	1645	-	-	-	-	23.00
Fleet Services	500	3540	17.00	21.00	21.00	21.00	21.00
Central Services	516	3545	7.00	7.00	7.00	7.00	7.00
Total Support Services			216.30	232.75	233.35	235.35	258.35
GENERAL GOVERNMENT			372.05	397.25	398.85	407.35	430.35

PERMANENT POSITIONS

by Organization Unit

	<u>Fund</u>	<u>Org Unit</u>	<u>Adopted 2018-19</u>	<u>Adopted 2019-20</u>	<u>Modified 2019-20</u>	<u>Proposed 2020-21</u>	<u>Adopted 2020-21</u>
PUBLIC SAFETY & JUSTICE							
Sheriff's Office Administration	100	4010	34.00	33.75	34.00	35.00	35.00
Law Enforcement	100	4020	149.40	153.40	155.40	154.90	154.40
Jail	100	4030	192.50	198.75	198.75	198.75	198.75
District Attorney	100	4510	91.90	97.00	101.00	100.50	100.50
Juvenile	100	5010	39.00	40.50	40.50	40.00	40.00
Juvenile Administration	100	5030	11.50	12.00	12.00	13.00	13.00
Justice Court	100	8010	8.00	8.00	9.00	9.00	9.00
Law Library	176	8510	3.00	3.00	3.00	3.00	3.00
District Patrol	182	4020	140.60	143.60	144.60	150.60	151.60
Sheriff's Contract Services	186	4060	4.00	4.00	4.00	-	-
Community Corrections	188	5510	106.00	107.00	107.00	104.00	104.00
Juvenile Grants	196	5040	4.00	4.40	4.40	4.40	4.40
Juvenile Conciliation Services	197	5020	4.50	4.80	4.80	4.50	4.50
Jail Commissary	226	4030	1.00	1.00	1.00	1.00	1.00
Juvenile High Risk Prevention Funds	228	5050	11.00	11.75	11.75	11.50	11.50
LOL Sheriff's Administration	234	4010	7.00	15.00	15.00	15.00	16.00
LOL Law Enforcement	234	4020	61.75	62.75	62.75	66.25	64.75
LOL Jail	234	4030	14.50	15.50	15.50	15.50	15.50
LOL District Attorney	234	4510	23.30	25.30	25.30	25.30	25.30
LOL Juvenile	234	5010	9.50	11.00	11.00	10.00	10.00
LOL Community Corrections	234	5515	30.00	31.00	31.00	31.00	31.00
PUBLIC SAFETY & JUSTICE			946.45	983.50	991.75	993.20	993.20
LAND USE & TRANSPORTATION							
Long Range Planning	100	6010	26.22	26.08	26.08	26.33	26.33
Watermaster	100	9610	1.94	1.94	1.94	1.94	1.94
Engineering Services	168	6030	46.63	48.58	48.58	50.28	50.28
Administration	168	6040	18.60	20.20	20.60	23.00	23.00
Capital Project Management	168	6050	45.05	47.05	48.05	46.35	46.35
Operations & Maintenance	168	6060	105.00	107.00	107.00	111.00	111.00
Public Land Corner	170	6030	3.77	3.79	3.79	3.79	3.79
Current Planning	172	6020	23.08	21.98	21.98	18.47	18.47
Building Services	174	6020	63.72	63.96	63.96	59.79	59.79
Surveyor	216	6030	4.56	4.58	4.58	4.58	4.58
LAND USE & TRANSPORATION			338.57	345.16	346.56	345.53	345.53

PERMANENT POSITIONS

by Organization Unit

	<u>Fund</u>	<u>Org Unit</u>	<u>Adopted 2018-19</u>	<u>Adopted 2019-20</u>	<u>Modified 2019-20</u>	<u>Proposed 2020-21</u>	<u>Adopted 2020-21</u>
HOUSING, HEALTH & HUMAN SERVICES							
Housing							
Community Development Block Grant	164	9010	5.28	6.28	6.28	6.28	6.28
Housing Services	218	6510	38.80	42.80	43.00	44.00	44.00
HOME	220	9020	1.17	1.17	1.17	1.17	1.17
Air Quality	244	9030	1.30	1.30	1.30	1.30	1.30
Total Housing			<u>46.55</u>	<u>51.55</u>	<u>51.75</u>	<u>52.75</u>	<u>52.75</u>
Health & Human Services							
Public Health	100	7030	118.70	124.85	128.85	136.75	136.75
HHS Administration	100	7040	13.90	14.90	14.90	15.00	15.00
Animal Services	100	7090	25.00	25.00	25.00	25.00	25.00
Veteran Services	100	7510	10.45	10.65	10.65	10.77	10.77
Children, Youth & Families	166	7050	5.00	6.00	7.00	5.00	5.00
Developmental Disabilities	191	7065	-	77.80	77.80	81.10	81.10
Human Services	192	7060	97.99	32.93	32.93	38.61	38.61
Health Share of Oregon	195	7085	31.81	33.27	33.27	1.00	1.00
Aging Services	198	7520	17.05	19.10	19.10	18.98	18.98
Coordinated Care Organization	203	7087	-	-	-	28.29	28.29
Emergency Medical Services	208	7010	2.60	3.25	3.25	3.25	3.25
Total Health & Human Services			<u>322.50</u>	<u>347.75</u>	<u>352.75</u>	<u>363.75</u>	<u>363.75</u>
HOUSING, HEALTH & HUMAN SERVICES			<u>369.05</u>	<u>399.30</u>	<u>404.50</u>	<u>416.50</u>	<u>416.50</u>
CULTURE, EDUCATION & RECREATION							
Parks	100	3560	8.00	8.90	8.90	8.90	8.90
Metzger Park	162	3560	0.20	0.10	0.10	0.10	0.10
Cooperative Library Services	184	9710	34.50	35.50	36.00	36.00	36.00
West Slope Library	185	9710	6.00	6.00	7.00	9.00	9.00
County Fair Complex	200	9810	8.65	12.65	13.05	7.50	7.50
Event Center Operations	435	9840	-	-	0.60	5.50	5.50
TOTAL CULTURE, EDUCATION & RECREATION			<u>57.35</u>	<u>63.15</u>	<u>65.65</u>	<u>67.00</u>	<u>67.00</u>
TOTAL BUDGET			<u>2,083.47</u>	<u>2,188.36</u>	<u>2,207.31</u>	<u>2,229.58</u>	<u>2,252.58</u>

PERMANENT POSITIONS

by Fund and Org Unit

	<u>Org Unit</u>	<u>FUND</u>	<u>Adopted 2018-19</u>	<u>Adopted 2019-20</u>	<u>Modified 2019-20</u>	<u>Proposed 2020-21</u>	<u>Adopted 2020-21</u>
General Fund		100	1,078.56	1,124.97	1,137.82	1,155.19	1,154.69
Board of Commissioners	1010		5.00	5.00	5.00	5.00	5.00
County Administrative Office	1510		13.00	16.00	17.00	20.00	20.00
County Counsel	2010		15.00	15.00	15.00	15.00	15.00
County Auditor	2510		3.00	4.00	4.00	4.00	4.00
Elections	3010		9.75	10.00	10.00	10.00	10.00
Assessment & Taxation	3020		105.00	108.50	108.50	107.00	107.00
Equity, Inclusion and Community Engagement	3110		5.00	6.00	6.00	11.00	11.00
County Emergency Management	3210		6.00	6.00	6.00	6.00	6.00
Support Services Administration	3510		9.50	13.00	13.00	7.00	7.00
Finance	3515		17.00	18.00	18.00	18.00	18.00
Human Resources	3520		23.00	26.00	26.00	26.00	26.00
Information Technology Services	3525		81.00	83.75	83.75	85.75	85.75
Purchasing	3530		5.00	5.00	5.00	5.00	5.00
Facilities Management	3535		50.80	53.00	53.60	53.60	53.60
Parks	3560		8.00	8.90	8.90	8.90	8.90
Risk Management	3575		-	-	-	6.00	6.00
Sheriff's Office Administration	4010		34.00	33.75	34.00	35.00	35.00
Law Enforcement	4020		149.40	153.40	155.40	154.90	154.40
Jail	4030		192.50	198.75	198.75	198.75	198.75
District Attorney	4510		91.90	97.00	101.00	100.50	100.50
Juvenile	5010		39.00	40.50	40.50	40.00	40.00
Juvenile Administration	5030		11.50	12.00	12.00	13.00	13.00
Long Range Planning	6010		26.22	26.08	26.08	26.33	26.33
Public Health	7030		118.70	124.85	128.85	136.75	136.75
HHS Administration	7040		13.90	14.90	14.90	15.00	15.00
Animal Services	7090		25.00	25.00	25.00	25.00	25.00
Veteran Services	7510		10.45	10.65	10.65	10.77	10.77
Justice Court	8010		8.00	8.00	9.00	9.00	9.00
Watermaster	9610		1.94	1.94	1.94	1.94	1.94
subtotal - General Fund		100	1,078.56	1,124.97	1,137.82	1,155.19	1,154.69

PERMANENT POSITIONS

by Fund and Org Unit

	<u>Org Unit</u>	<u>FUND</u>	<u>Adopted 2018-19</u>	<u>Adopted 2019-20</u>	<u>Modified 2019-20</u>	<u>Proposed 2020-21</u>	<u>Adopted 2020-21</u>
COVID-19 CARES Act		155	-	-	-	-	23.00
Metzger Park		162	0.20	0.10	0.10	0.10	0.10
Community Development Block Grant		164	5.28	6.28	6.28	6.28	6.28
Children, Youth & Families		166	5.00	6.00	7.00	5.00	5.00
Road Fund		168	215.28	222.83	224.23	230.63	230.63
Public Land Corner		170	3.77	3.79	3.79	3.79	3.79
Current Planning		172	23.08	21.98	21.98	18.47	18.47
Building Services		174	63.72	63.96	63.96	59.79	59.79
Law Library		176	3.00	3.00	3.00	3.00	3.00
District Patrol		182	140.60	143.60	144.60	150.60	151.60
Cooperative Library Services		184	34.50	35.50	36.00	36.00	36.00
West Slope Library		185	6.00	6.00	7.00	9.00	9.00
Sheriff's Contract Services		186	4.00	4.00	4.00	-	-
Community Corrections		188	106.00	107.00	107.00	104.00	104.00
Developmental Disabilities		191	-	77.80	77.80	81.10	81.10
Human Services		192	97.99	32.93	32.93	38.61	38.61
Health Share of Oregon		195	31.81	33.27	33.27	1.00	1.00
Juvenile Grants		196	4.00	4.40	4.40	4.40	4.40
Juvenile Conciliation Services		197	4.50	4.80	4.80	4.50	4.50
Aging Services		198	17.05	19.10	19.10	18.98	18.98
County Fair Complex		200	8.65	12.65	13.05	7.50	7.50
Coordinated Care Organization		203	-	-	-	28.29	28.29
Emergency Medical Services		208	2.60	3.25	3.25	3.25	3.25
Surveyor		216	4.56	4.58	4.58	4.58	4.58
Housing Services		218	38.80	42.80	43.00	44.00	44.00
HOME		220	1.17	1.17	1.17	1.17	1.17
Jail Commissary		226	1.00	1.00	1.00	1.00	1.00
Juvenile High Risk Prevention Funds		228	11.00	11.75	11.75	11.50	11.50
Local Option Levy		234	146.05	160.55	160.55	163.05	162.55
Air Quality		244	1.30	1.30	1.30	1.30	1.30
Event Center Operations		435	-	-	0.60	5.50	5.50
Fleet Services		500	17.00	21.00	21.00	21.00	21.00
Central Services		516	7.00	7.00	7.00	7.00	7.00
Total			<u>2,083.47</u>	<u>2,188.36</u>	<u>2,207.31</u>	<u>2,229.58</u>	<u>2,252.58</u>

ASSESSED VALUE & PROPERTY TAXES

DESCRIPTION	Actual						PROJECTED
	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21
ASSESSED VALUE⁽¹⁾ NET OF URBAN RENEWAL EXCESS							
County	\$ 53,175,317,137	56,588,462,024	58,892,655,544	61,647,666,851	64,111,920,830	66,938,337,019	69,783,216,342
County - after	-	-	59,228,935,737	62,120,583,287	64,759,188,181	67,834,728,784	70,717,704,757
County - after 1/1/2013 (149)	53,325,861,950	56,814,442,240	59,446,698,455	62,340,647,387	64,974,312,732	68,032,356,127	70,923,731,262
ESPD	17,249,879,456	18,181,492,232	19,058,965,935	19,956,276,782	20,960,310,770	21,985,190,113	22,919,560,693
North Bethany CSDR	43,793,112	80,726,779	200,826,908	340,158,526	474,359,630	622,006,788	648,442,076
URMD	17,249,879,456	18,181,492,232	19,058,965,935	19,956,276,782	20,960,310,770	21,985,190,113	22,919,560,693
% CHANGE IN ASSESSED VALUE FROM PRIOR YEAR							
County	4.48%	6.42%	4.07%	4.68%	4.00%	4.41%	4.25%
County - after	0.00%	0.00%	0.00%	4.88%	4.25%	4.75%	4.25%
County - after 1/1/2013 (149)	4.61%	6.54%	4.63%	4.87%	4.22%	4.71%	4.25%
ESPD	3.77%	5.40%	4.83%	4.71%	5.03%	4.89%	4.25%
North Bethany CSDR	55.39%	84.34%	148.77%	69.38%	39.45%	31.13%	4.25%
URMD	3.77%	5.40%	4.83%	4.71%	5.03%	4.89%	4.25%
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	0.2200	0.2200	0.2200	0.2200	0.2200
Bonds ⁽⁵⁾	-	-	0.0709	0.0700	0.0699	0.0699	0.0699
Total County	2.8384	2.8384	2.9593	2.9584	2.9583	2.9583	2.9583
ESPD - perm rate	0.6365	0.6365	0.6365	0.6365	0.6365	0.6365	0.6365
ESPD - LOL ⁽²⁾	0.6800	0.6800	0.6800	0.6800	0.6800	0.6800	0.6800
Total ESPD	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	119,560,091	127,234,011	132,415,432	138,608,207	144,151,229	150,510,704	156,907,130
Bonds ⁽⁵⁾	-	-	4,199,490	4,348,513	4,526,724	4,687,557	4,687,566
Additional taxes/penalties	-	-	8	11	10	9	1,668,828
subtotal - County before	119,560,091	127,234,011	136,614,930	142,956,731	148,677,963	155,198,270	163,263,525
Public safety ⁽³⁾ - after	22,179,218	23,603,851	24,736,596	25,931,392	26,979,255	28,248,635	29,449,285
WCCLS - LOL ⁽⁴⁾	8,977,303	9,553,940	12,957,265	13,583,110	14,131,991	14,796,904	15,425,816
subtotal - County after	31,156,521	33,157,790	37,693,861	39,514,502	41,111,246	43,045,539	44,875,100
Total County	150,716,612	160,391,801	174,308,791	182,471,233	189,789,209	198,243,810	208,138,625
ESPD - perm rate	10,979,548	11,572,522	12,131,031	12,702,171	13,341,231	13,993,333	14,588,299
ESPD - LOL ⁽²⁾	11,729,892	12,363,323	12,960,085	13,570,245	14,252,986	14,949,604	15,585,229
Additional taxes/penalties	26,601	9,038	27,255	52,790	35,749	11,619	11,619
Total ESPD	22,736,040	23,944,883	25,118,371	26,325,205	27,629,966	28,954,557	30,185,148
NBCSD - perm rate	54,741	100,909	251,031	425,196	592,946	777,507	810,551
Additional taxes/penalties	21,413	4,697	10,806	8,385	29,160	43	43
Total NBCSD	76,154	105,606	261,837	433,581	622,106	777,550	810,594
URMD - perm rate	4,236,572	4,465,375	4,680,884	4,901,264	5,147,849	5,399,562	5,629,043
Additional taxes/penalties	4,963	1,686	5,085	9,848	6,669	2,168	2,168
Total URMD \$	4,241,534	4,467,061	4,685,969	4,911,112	5,154,518	5,401,729	5,631,211

ASSESSED VALUE & PROPERTY TAXES

DESCRIPTION	Actual					PROJECTED	
	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21
TAXES COLLECTED							
County - <i>perm rate</i>	\$ 114,299,447	121,597,544	126,403,771	132,343,116	138,385,180	144,490,276	150,630,845
Bonds ⁽⁶⁾	-	-	4,008,841	4,151,971	4,345,664	4,500,064	4,500,064
Additional taxes/penalties	1,083,522	915,072	826,435	1,074,125	1,172,915	1,602,075	1,602,075
subtotal - County before	115,382,969	122,512,616	131,239,047	137,569,212	143,903,760	150,592,415	156,732,984
Public safety ⁽³⁾ - <i>after</i>	21,203,333	22,558,200	23,613,555	24,759,293	25,900,085	27,118,690	28,271,313
WCCLS - LOL ⁽⁴⁾	8,582,301	9,130,700	12,369,005	12,969,154	13,566,711	14,205,028	14,808,783
subtotal - County after	29,785,634	31,688,900	35,982,559	37,728,447	39,466,796	41,323,718	43,080,096
Total County	145,168,603	154,201,517	167,221,606	175,297,659	183,370,556	191,916,132	199,813,080
ESPD - <i>perm rate</i>	10,496,448	11,059,859	11,580,282	12,128,032	12,807,582	13,433,600	14,004,767
ESPD - LOL ⁽²⁾	11,213,777	11,815,628	12,371,697	12,956,870	13,682,866	14,351,620	14,961,820
Additional taxes/penalties	25,430	8,638	26,018	50,404	34,319	11,155	11,155
Total ESPD	21,735,654	22,884,124	23,977,997	25,135,306	26,524,768	27,796,374	28,977,742
NBCSDD - <i>perm rate</i>	52,333	96,439	239,634	405,977	569,228	746,407	778,129
Additional taxes/penalties	20,471	4,489	10,315	8,006	27,993	41	41
Total NBCSD	72,803	100,928	249,950	413,983	597,221	746,448	778,170
URMD - <i>perm rate</i>	4,050,163	4,267,559	4,468,372	4,679,727	4,941,935	5,183,579	5,403,881
Additional taxes/penalties	4,744	1,611	4,854	9,403	6,402	2,081	2,081
Total URMD \$	4,054,907	4,269,170	4,473,226	4,689,130	4,948,337	5,185,660	5,405,962

⁽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

<u>Washington County</u>	<u>Date of Issue</u>	<u>Date of Maturity</u>	<u>Amount Issued</u>	<u>Amount Outstanding as of July 1, 2020</u>
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	70,630,000
Total General Obligation Bonds				<u><u>70,630,000</u></u>
Full Faith & Credit Obligations:				
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	12,015,000
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	19,480,000
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	87,215,000
Total Full Faith & Credit Obligations				<u><u>\$ 118,710,000</u></u>

DEBT OUTSTANDING

<u>Washington County</u>	<u>Date of Issue</u>	<u>Date of Maturity</u>	<u>Amount Issued</u>	<u>Amount Outstanding as of July 1, 2020</u>
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	200,637
Total Contracts				<u>200,637</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	156,481
Total Notes				<u>156,481</u>
Washington County Total Long-term Debt			\$	<u>189,697,118</u>

DEBT OUTSTANDING

<u>Housing Authority of Washington County</u>	<u>Date of Issue</u>	<u>Date of Maturity</u>	<u>Amount Issued</u>	<u>Amount Outstanding as of July 1, 2020</u>
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	296,792
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	1,934,373
Berkadia Commercial Mortgage, Cornelius Village <i>Acquisition of Cornelius Village property</i>	11/4/2019	12/1/2039	1,570,000	1,570,000
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	55,607
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 2019 <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>	6/5/2019	7/1/2044	24,030,000	23,535,000
Total Notes				28,540,345
Housing Authority Total Long-term Debt				28,540,345
Combined Outstanding Debt			\$	218,237,463

DEBT OUTSTANDING

	Amount Outstanding as of July 1, 2020
Summary Totals	
Washington County General Obligation Bonds	\$ 70,630,000
Washington County General Full Faith & Credit Bonds	118,710,000
Total Bonds Outstanding	189,340,000
Washington County Contracts	200,637
Washington County Notes	156,481
Housing Authority Notes	28,540,345
Total Other Debt Outstanding	28,897,463
Combined Outstanding Debt	218,237,463
General Obligation Bonds	70,630,000
Full Faith & Credit Bonds	118,710,000
Contracts	200,637
Notes	156,481
Housing Authority	28,540,345
Total Other	147,607,463
Total Indebtedness	\$ 218,237,463

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AGENDA

WASHINGTON COUNTY BOARD OF COMMISSIONERS

Agenda Category: Consent – Support Services/Finance Division

Agenda Title: ADOPT ADMINISTRATIVE POLICY 404 – BUDGET POLICY

Presented by: Don Bohn, Assistant County Administrator
Jack Liang, Chief Finance Officer

SUMMARY:

On April 2nd, 2019 staff provided an overview of the revised Administrative Policy 404 – Budget Policy during the Board work session. This is the first year the Budget Policy has been presented in the format of other administrative policies and provides the framework for the annual budget process. The policy is reviewed by the Board annually and updated as necessary.

Attachments: Resolution and Order
Exhibit A: Administrative Policy 404 – Budget Policy

DEPARTMENT’S REQUESTED ACTION:

Adoption of Administrative Policy 404 – Budget Policy

COUNTY ADMINISTRATOR’S RECOMMENDATION:

I concur with the requested action.

RO 19-36

Agenda Item No.	<u>2.I.</u>
Date:	04/16/19

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IN THE BOARD OF COUNTY COMMISSIONERS
FOR WASHINGTON COUNTY, OREGON

In the Matter of Amending the Budget Policy)
RESOLUTION AND ORDER)
No. 19-36)
)
)
)

This matter having come before the Board at its meeting of April 16th, 2019, and

It appearing to the Board that the County develops and adopts its budget annually;
and

It appearing to the Board that it is in the public interest for county officials to
establish county rules and procedures on budget preparation and; now, therefore, it is
RESOLVED AND ORDERED that the Budget Policy as amended is adopted provided for
in the attached Exhibit "A".

DATED this 16th day of April 2019.

	AYE	NAY	ABSENT
HARRINGTON	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
SCHOUTEN	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
TREECE	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ROGERS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
WILLEY	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

BOARD OF COUNTY COMMISSIONERS
FOR WASHINGTON COUNTY, OREGON

[Signature] 04/14/19
CHAIR

[Signature]
RECORDING SECRETARY

EXHIBIT A



ADMINISTRATIVE POLICIES

SECTION: 400	POLICY#: 404
TITLE: Budget Policy	R & O #:
	IMPLEMENTED BY PROCEDURE #:
SPONSORING DEPT/DIV: Support Services / Finance	
ADOPTED:	REVIEWED:

1. **PURPOSE:** The purpose of this policy is to establish a framework for the preparation and administration of the annual budget process.
2. **AUTHORITY:** ORS 294.305 (Oregon Budget Law) and County Charter.
3. **ANNUAL POLICY REVIEW:** This policy shall be reviewed by the Support Services, Finance division annually and updated as necessary.
4. **BUDGET 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.
5. **BUDGET PERIOD**
Washington County develops and adopts its budget annually. The County’s fiscal year begins July 1st and ends June 30th.
6. **BASIS OF ACCOUNTING**
Local governments are required by ORS 294.445 to maintain accounting records by fund, using a cash, modified accrual, or accrual basis of accounting. Washington County uses a modified accrual basis of accounting for budget purpose.

EXHIBIT A

7. BUDGET CONTROLS AND COMPLIANCE

- a. Legal compliance: The County budget process complies with Oregon Local Budget Law (ORS 294.305). Expenditure appropriations are a legal limit on the amount of expenditures that can be made during the fiscal year and are adopted at the organization unit level by the Board of Commissioners. Per statute, actual year-end expenditures cannot exceed appropriations for each organization unit.
- b. Administrative compliance: Administrative compliance is monitored at the fund, organization unit, program, expenditure category and line-item level by the Finance Division and department/office staff.

8. BUDGET COMMITTEE APPROVAL AND BOARD ADOPTION

- a. The Washington County budget process includes the engagement of three distinct Budget Committees, each consisting of ten members (five community representatives and five Board of Commissioner members):
 - Washington County and Service District for Lighting No. 1
 - North Bethany County Service District for Roads
 - Enhanced Sheriff Patrol District (ESPD) and the Urban Road Maintenance District (URMD)
- b. The annual Budget Committee process minimally includes the following elements:
 - Electronic version of the Proposed Budget made available to the Budget Committees and public a minimum of 7 days prior to the first Budget Committee meeting
 - i. First Budget Committee Meeting: Budget Transmittal to the respective Budget Committees with staff presentation and Budget Committee questions. A separate evening meeting will be held for each budget committee.
 - ii. Second Budget Committee Meeting: Public Hearing for the respective budgets. Upon conclusion of public hearing, Budget Committee approves the proposed budget (becomes the Approved Budget). A separate evening meeting will be held for each budget committee.
- c. Board of Commissioner Public Hearing and Budget Adoption (typically third Tuesday in June). This is a daytime regular Board of Commissioner meeting.

9. BUDGET CHANGES AFTER ADOPTION

Oregon Budget law provides methods to increase or decrease or transfer from one appropriation category to another; and to adjust the budget when new appropriation authority is required. Such budget changes require the approval of the Board of Commissioners and depending on the type of change, a public hearing. The County Administrator may recommend modifications when appropriate to continue effective operations, provide adequate service levels, achieve cost savings or cost avoidance, and implement Board priorities.

EXHIBIT A

10. GENERAL FUND

a. Reserves, Contingency and Fund Balance

The General Fund reserve (including Revenue Stabilization fund) will be managed to maintain a minimum 15% of net General Fund revenues, with the goal of 20%. This reserve level provides a foundation for long-term financial stability illustrated in the following:

- Strong bond rating and lower-cost financing
- Meeting cash flow requirements between July 1 and November 15th
- Hedge against cyclical fluctuations in revenue and expenditures
- Funding for unanticipated, intermittent or future planned expenditures

The General Fund reserve will be allocated in the annual budget as follows: 1) Approximately 6% will reside within organizational unit budget appropriations based on the assumption that aggregated departmental expenditures will be approximately 94% of the adopted level; and 2) the remainder of the reserve will be distributed between the General Fund contingency and the Revenue Stabilization fund. A portion of the reserve may be unappropriated.

b. General Fund budget requests are categorized as either “base” or “plus”.

- Base budget requests are generally expected to reflect the resource needed to maintain the same level of services as prior fiscal year. Base budget requests may result in additional budget amount with adjustment for 1) community and client growth factors, 2) changes in inflation, cost of living, cost of employee benefits, etc. Efficiency options must be considered when developing base budget requests. Management should evaluate all options including process streamlining, utilizing technology and other appropriate efficiency tools with the goal of providing same level of services with the least amount of resource possible. Base reductions should also be evaluated and pursued where appropriate.
- Plus, budget requests are additional level, quality, scope, degree of services comparing to prior fiscal year. Plus, budget requests should reflect Board of Commissioner and County Administrator priorities and will be evaluated on a case by case basis.

c. Revenue Estimates: Department revenues will be budgeted based on the best information available at the time the budget is prepared.d. New Revenue Sources: Departments will continue to pursue additional revenue sources where appropriate and feasible.e. Expenditure Reductions: An expenditure reduction may be required in the event of diminishing departmental revenues, declining fund balance, new Board priorities, or other factors that would make an expenditure reduction appropriate.f. 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

EXHIBIT A

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 are not considered General Fund programs and the amounts transferred to the respective funds are not included in the General Fund reserve calculation.

11. SPECIAL FUNDS

- a. 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) for long-term construction or replacement needs. 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 long-term needs. Reserves for operating funds should be appropriated in the fund's contingency.
- b. 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.
- 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: An expenditure reduction may be required in the event of diminishing departmental revenues, declining fund balance, new Board priorities, or other factors that would make an expenditure reduction appropriate.
- f. General Fund transfers will be based on historical levels, unless otherwise recommended by the County Administrative Office.

12. STATE PROGRAMS

- a. Current state funding: State programs operated by the County will generally 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 or approved by the Board of Commissioners. 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.
- 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. The ability of the state to commit to long-term funding that meets the County's

EXHIBIT A

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 to provide a balanced service delivery system or meet other Board policies and priorities.

13. 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.

14. INTERNAL COST RECOVERY

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 separate cost allocation plan is prepared for federal grant compliance purposes.

15. 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.

16. 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 Board policies and priorities. A certain amount of funding will be appropriated for Board of Commissioners priority projects each fiscal year. Any contributions to outside agencies will be allocated from these priority projects funding. Consideration of funding requests from an outside agency requires the submittal of written justification to the Board of Commissioners.

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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.

READER'S GUIDE

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.

READER'S GUIDE

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/CAO/BoardsCommissions/index.cfm> 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 Board of Review. 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 Community Plan to Prevent and End Homelessness through partnership building, determining resources and funding, and promoting vision and leadership of the County plan.

CITIZEN BOARDS AND COMMISSIONS

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.

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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