

Official Copy



FISCAL YEAR 2019-20
BUDGET OFFICER
PROPOSED BUDGET

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Capital Improvement Projects 5-Year Summary (separate binder)

Capital Improvement Projects 5-Year Summary



**Marion County Annual Budget
Fiscal Year 2019-2020
Budget Officer's Message**

Mission Statement

*We serve the public to protect, promote, and enhance the quality of life
in Marion County.*

June 3, 2019

Members of the Budget Committee, Board of Commissioners, and citizens of Marion County:

The Fiscal Year 2019-20 Proposed Budget—A Look Back and the Way Forward

The FY 2004-05 Marion County budget was my first as Marion County Chief Administrative Officer and Budget Officer, my 35th public budget and this FY 2019-20 budget will be my last. When I started in 2003, Commissioners were arguing about the size of a General Fund deficit. Was it \$6 million or was it \$2 million? It wasn't either as I found the audited financial report listed a positive \$14 million ending fund balance. In FY 2004-05, Jan Fritz and I began a process to ensure the financial stability of Marion County and to create a philosophy of transparency and prudent financial planning. In that first year and the two succeeding years, we made structural changes in funds; strengthened our financial policies; reduced debt; focused on realigning business practices; and, enhanced many county programs. In order to provide a clearer picture of Marion County's finances, we created a new fund structure that identified the true General Fund and segregated program dollars in a way that allowed clear tracking of program costs.

In 2004, the board authorized the second sale of legislatively authorized pension bonds and \$3 million of county General Fund to finish covering our \$43 million unfunded actuarial liability with PERS. While other counties had PERS rates between 15% and 20% of payroll without debt service, in FY 2007-08 our cost was 12%, including debt service. These bonds created a "side account" with PERS that has kept our PERS costs lower over the years.

As part of our commitment to reduce debt whenever feasible, we paid off a Small Scale Energy Loan of \$718,072 for the Work Release Center (now the Transition Center); paid an Oregon Special Public Works loan of \$338,323 used to improve Cascade Highway at the entrance to the Oregon Garden; refinanced the Courthouse Square Certificates of Participation (COP's); and, used \$1 million in General Fund dollars to pay off the county's share of the PERS liability for the disbanded city/county data center.

The Board adopted a policy to maintain an unrestricted General Fund balance of no less than 8% of budgeted General Fund revenues (changed to 5% in FY 2009 due to the great recession); established annual "budget parameters" to guide departments in preparing their budgets; projected the effect of roll-up costs on future budgets; and ensured that one-time revenues were used for one-time expenditures instead of creating unsustainable programs. The Budget Committee reallocated \$6 million in excess Self-Insurance Fund reserves and used those funds to establish an Internal Service Fund for the central service departments, a new Capital Improvement Fund, a Fleet Management Fund, and a "Rainy Day Fund." To strengthen the county's financial infrastructure, we put in place a new Finance Department and hired a Chief Financial Officer.

In FY 2005-06, Standard and Poors gave Marion County's financial status an "AAA" for the refinancing of the Courthouse Square Certificates of Participation and stated in their evaluation that: "Marion County, Ore., reflects ... continued economic strength centered in agricultural production, solid financial performance, and a manageable debt burden provide credit stability."

In FY 2006-07, the Oregon Garden receivership, the Courthouse fire, a new dog shelter, the new Juvenile Detention facility, a business process analysis, and development of a Marion County strategic plan provided opportunities as well as challenges. It took twelve years, but eventually we would extricate ourselves from the Garden's debt in FY 2018-19. We managed the dislocation of the county Sheriff, Clerk, and Circuit Court staff due to a fire in the Courthouse and we opened the Juvenile Department's Fresh Start Market.

In fiscal years 2006-07 and 2007-08, we sold Tax Revenue Anticipation Notes (TRANS) for the first time since FY 2001-02. We sold \$9 million in TRANS to meet cash flow needs in FY 2007-08. The cost for \$9 million in TRANS was \$373,000 in interest, bond counsel, and legal costs while generating \$400,000 in interest earnings under appropriate arbitrage rules.

In FY 2007-08, we began a multi-year reduction in revenues. It was unknown if Congress would reauthorize the Secure Rural Schools and Community Self-Determination Act (SRS). Marion County had received \$800,000 for distribution to schools, \$2.5 million for county roads, \$1.4 million for the General Fund and approximately \$1.4 million for Title II and III grants annually. Future revenues from the SRS were significantly reduced, but we were prepared for this reduction by using those dollars for one-time expenditures.

With the nation's economic downturn in 2008-2009, Marion County faced difficult financial decisions. At my recommendation, we established a finance and budget task force to thoroughly analyze revenues and expenditures and make recommendations that would structure the General Fund at a sustainable level. Fortunately, the county had been fiscally responsible over the previous four years and we did not face the severe reductions in programs and services faced by other cities and counties.

While developing the FY 2009-10 budget, we were dealing with a significant recession that forced us to make difficult choices affecting our employees. As the State of Oregon's economic forecast outlined in March 2009, ... "the fourth quarter (2008) was brutal to the Oregon economy." The fourth quarter downturn had been swift with the unemployment rate in Oregon moving from 6.5% in August 2008 to 9.0% in December 2008. By March 2009, it reached 12.1% and in Salem it was 11.1% or 6.5% higher than the previous year. The revenues were dropping so quickly, I had to prepare three different budgets before I could recommend a balanced budget to the Budget Committee. We spent that year focused on financial management and improving the efficiency and effectiveness of Marion County government.

We balanced the FY 2010-11 budget predicated on a sustainable approach to maintaining county programs at the FY 2009-10 reduced levels. In July 2010, engineering consultants recommended immediate closure of the transit mall at Courthouse Square. Further analysis on the adjacent office building indicated signs of serious defects making long-term occupation of the building inadvisable. This unfortunate development required the subsequent evacuation of 305 county and transit staff from the building. We had to find other space, move the county's entire computer data center and county

employees, their files and equipment to five different Salem locations in three months. Moving the employees and remediating the building, parking garage, and transit mall took four years and \$35 million. The cost to the county was \$26 million.

With the continuation of the economic downturn, projected revenues for the FY 2011-12 budget were down 3.8% and the proposed budget reduced 26 FTE. We were able to balance the budget with minimal impact to external service delivery. Even so, we had little margin for error.

By our FY 2012-13 budget, health insurance benefits had increased 56% over the previous four years from \$12.7 million to more than \$19 million. Portending the future, PERS costs increased from \$8 million in FY 2006-07 to \$14 million in FY 2012-13. We did not include a COLA or any health care increase for three unions in negotiations at the time. In addition, our management staff, elected officials, and department heads did not have a salary increase for five years. With this budget, we reorganized several programs into a Community Services Department and transferred the Code Enforcement program from Public Works to the Sheriff's Office.

During the great recession from 2008-2013, we reduced 73.23 including 31.50 General Fund positions and 41.73 Other Fund positions. Materials and Services line items were not increased and capital improvement projects were kept to an absolute necessity. In addition, we began the process of combining the three Justice Courts into one.

In FY 2013-14, there were several external developments. The Coordinated Care Organization for Marion and Polk counties was incorporated as a limited liability partnership of several medical providers in the area. On top of the Affordable Care Act, this change had a huge impact on funding and staff increases in the Health Department. Also, the 2012 legislature adopted House Bill 4165 creating community-based coordination of early learning services known as "Early Learning Hubs" and eliminated the state and local Commissions on Children and Families. The bill sunset the local commission on January 1, 2014, and eliminated funds for county commissions June 30, 2013.

The county budget authorized the borrowing of \$15 million to address some of the highest priority capital needs for our aging infrastructure (Health Building-1974, Jail-1989, Work Center-1990). With interest rates at historic lows, we borrowed \$9.95 million of the authorized \$15 million in October 2013. We were able to get a bank qualified and tax exempt loan at an interest rate of 3.12% to fund upgrades of the HVAC systems at the Transition Center and Jail, repair roofs on several of the Jail pods and seal the exterior walls. We also began the architectural planning for improvements to the health building.

After several years of restricted budgets and with an improving economy, our property tax revenues began to rebound in FY 2014-15. Our General Fund resources increased by 5.18% and although it was too early to begin spending the General Fund on new programs or expanding current programs, it was a good time to make strategic investments. After spending five years consolidating county operations, we began a long-term process for renewing our county infrastructure. We moved back into Courthouse Square and began a project to renovate the Health Building on Center Street in Salem. The county was fortunate to be making decisions about where to invest rather than where to cut programs and we budgeted \$1.7 million in COLA's for employees for the first time in several years.

The FY 2015-16 budget continued the renewal of our infrastructure. We began the architectural and engineering work for a new Juvenile Administration Building and courtroom, as well as a new Sheriff's Public Safety Building that would consolidate parole and probation with the Sheriff's central district office. In 2016, we borrowed another \$9.95 million at 1.99% interest for the new infrastructure on the Sheriff's campus that included renovating the Transition Center.

Our economy continued to grow in FY 2016-17. The unemployment rate was the lowest since World War II, construction activities were up, tax collections were higher, lottery revenues were on the increase, and we were seeing much higher asset values. As the economy improved, the county reached an historic high of 1,442.63 full time equivalent employees or an 8.69% growth over four years. Most of the increases in employees were in our largest non-General Fund departments—77.01 in Health, 16.39 in Public Works, and 10.75 in Community Corrections.

We appropriated funds to finish four major capital projects on two campuses with a new capital loan in 2017 of \$5 million at 3.15% interest. These projects included a new Juvenile Courtroom and Administration Building for \$10.1 million and the Sheriff's Public Safety Building for \$11.2 million. The construction of the Sheriff's Office and Juvenile Courtroom were finished in 2018 and the Juvenile Administration Building will be completed in the fall of 2019.

In 2018, we celebrated 175 years of Marion County services. An 1863 document located in county archives showed that the county collected \$11,340.46 in taxes, grocery licenses of \$750, ferry fees of \$167.30, and courthouse rent payments totaling \$125. Expenditures for that year included \$700 for the county judge, \$107.40 for two county commissioners, \$957.97 for the sheriff's services including \$259.82 for boarding prisoners, plus \$438 for the prosecuting attorney, and \$2,286.80 to support paupers. By comparison with 1863, the FY 2018-19 budget totaled \$464 million, with a General Fund of \$104 million. The Sheriff's Office budget was \$89 million and the District Attorney's budget was \$13 million as we continued to prioritize public safety 175 years later.

Marion County has made great progress in the past 15 years in delivering quality services to our residents efficiently and effectively. This budget continues to do so for a sixteenth year (see a sixteen year financial retrospective in Table I). With the leadership of the Board of Commissioners, Marion County is using an enterprise approach to providing exceptional, professional services to our residents. Marion County is known throughout the state for innovative programs and for breaking down governmental silos providing both synergy and efficiency to our service delivery.

The FY 2019-20 Proposed Budget--The Way Forward

Government budgets are affected by many internal and external factors including changes in tax revenues, PERS, health insurance, and the surrounding economy. The county's population has increased to 344,035 (PSU, 2018) and Marion County's unemployment rate was 4.4% in April of 2019. The improved economy and increased population is reflected in the demand for services and a corresponding growth in county revenues and personnel.

The Marion County Fiscal Year 2019-20 Proposed Budget totals **\$455,271,158** with a net decrease of \$8.7 million and a decrease of 9.50 FTE for a total of 1,506.52 FTE. The General Fund resources and requirements decreased by \$1 million for a total of **\$103 million**. All other funds total **\$352,224,614** (see Table II). Property taxes are projected to increase 4.3% over the current year estimate. The General Fund ending fund balance is \$6.53 million and represents 7.2% of the total General Fund

revenues. There is also a General Fund contingency of \$1.5 million which is budgeted for unforeseen costs and a Rainy Day Fund of \$2.3 million for PERS mitigation. The ending fund balance for the total budget is \$58.7 million or 4.7% less than FY 2018-19.

County departments submitted more than 59 decision packages with 37 FTE this year, including the reopening of G-Pod at the jail for over \$1 million. With ever increasing salaries, personnel benefits, particularly in PERS, and department's requests for new programs and staff, we projected the General Fund would not meet the 5% reserves requirement in the county policy. Even with eliminating most decision packages and not opening the G-Pod in the jail, we would have only three years before a projected deficit. The General Fund finances all of our public safety departments—the Sheriff, District Attorney, Juvenile, and Justice Court in addition to other critical functions of property tax assessment, tax collections, treasury, and elections.

To put the problem in perspective, General Fund tax revenues are projected to increase 3.75% a year for the next five years while personnel costs will increase by an estimated 5% a year. Personal Service totals \$56.5 million in FY 2018-19, the current fiscal year, and rises to \$58 million in FY 2019-20. But by FY 2023-24, Personal Services will increase to \$73 million. During that same period, PERS will nearly double from \$8.5 million to \$14.5 million and health insurance will increase from \$8.5 million to \$11.8 million. So, PERS and health care will cost over \$26 million and, by not opening another Pod in the jail, we would save \$8.6 million by FY 2023-24. Without removing those costs, General Fund Personal Services will approach 72% of General Fund resources five years out and we will be forced to reduce staff or find other resources, a very difficult proposition. But, legislative fixes working their way through the 2019 legislative session may smooth out the unfunded PERS liability.

Property Tax Revenue—The property tax revenue for FY 2019-20, as projected by our Assessor, budget staff, and the Council of Economic Advisors is expected to increase by 4.3% over the current year budget estimate. Total tax receipts for FY 2019-20 are budgeted at \$76.1 million. One positive outcome of increased property values is a decrease in property tax compression. The loss due to compression dropped from \$561,122 in FY 2014-15 to \$269,390 in FY 2018-19. But, in FY 2019-20 it has increased to \$296,600. On the other hand, with the increase in property values the county loses more revenue to Urban Renewal Districts. The loss in revenue from these districts in FY 2019-20 is estimated to be more than \$2.3 million.

Administrative Charges—The budget has an increase in the administrative cost allocation for funding central service departments—primarily due to increases in information technology (IT) costs. During the recession and post-recession years, we managed these cost increases and kept them to a minimal level. However, as departments have grown they require more central service support. In addition, we changed the IT assessment methodology to align with the new federal guidelines for allowed costs in the countywide IT network upgrade. This year's increase is 5.1% and over \$550,000 of the increase in the central service fund is for Information Technology.

Debt Service—There is \$7.6 million appropriated in the Debt Service Fund for two Limited Tax Pension Obligations issued by the county in 2002 and 2004 to provide for the county's unfunded actuarial liability with PERS. In addition, the budget contains an appropriation of \$1,543,100 from the General Fund for debt service on the 2005 refunding obligations for the Courthouse Square bonds. Loan payments for capital projects at the Sheriff's Public Safety Campus, Transition Center,

Health and Human Services, Courthouse Square, and Juvenile Department total \$2.3 million for the \$24.9 million in loans taken in 2013, 2016, and 2018. The total debt service budget is \$11.4 million, well below our statutory debt limit of \$844 million.

Other Funds—There are 34 dedicated and other funds. These funds are budgeted separately from the General Fund and cannot be used for general purposes. Some of the largest of these dedicated funds include: a \$73.6 million Health and Human Services Fund; a \$66.9 million Road Fund; a \$41.8 million Self-Insurance Fund; a \$42.2 million Environmental Services Fund; a \$27.7 million Central Services Fund; \$8.0 million in a Facilities Renovations Fund along with \$14.1 million in two capital funds; and a \$16.8 million Community Corrections Fund. State law, and prudent financial planning, requires the establishment of all other funds, which comprise \$352.2 million or 77.4% of the total budget.

County Reserve Policy—This budget exceeds the required General Fund reserves for an ending fund balance of 5% and contingency of 1% of adjusted General Fund resources. The proposed ending fund balance is 7.2% of the total General Fund and the proposed contingency is 1.7%, meeting policy requirements. In addition, we have a Rainy Day fund of \$2.3 million which, by policy, could be used should the ending fund balance fall below 5%. Combined, these reserves total \$10.3 million or 11.4% of adjusted General Fund resources.

Veterans Services—A program for veterans, started in 2018, will receive \$219,770 in pass through lottery dollars from the state for providing services for FY 2019-20 along with \$21,977 in county General Fund. Marion County has contracted with the Community Action Agency to provide the services which now includes a new VSO Office and three veterans service officers.

Compensation Board—The recommendations by the Marion County Compensation Board as presented to the Board of Commissioners on May 16th have been included in the proposed budget for elected officials' salaries. The Compensation Board added a 2.0% COLA to match that given to general service and management employees. During the Budget Committee meeting in April 2019, the committee recommended that all elected officials accrue vacation days and sick leave hours as other employees. State statutes require that only the budget committee can modify elected official's compensation.

Program Highlights

The Board of Commissioners updated short and long-term goals for communications, customer service, economic development, public safety, public health, mental health, government efficiency, transportation infrastructure, waste management, and emergency management. However, it is the employees who are committed to delivering exceptional, professional services to our residents every day. The goals by area and focus are:

Communications—The board is committed to building strong communications with Marion County residents. Over the last year, the county continued to increase our social media presence on Facebook with board sessions streamed on Facebook Live and on YouTube, which has proven popular with the community. The Commissioners held meetings at off site locations including Gates, St. Paul, and East Salem. Also, a meeting will be held at the 2019 County Fair at the Oregon State Fair grounds in July. A monthly column by the chair on emerging topics of interest updates employees and the county continues to provide monthly radio segments, press releases, e-newsletters, and opinion pieces to keep constituents informed.

Customer Service—The Board’s goal for customer service is to foster responsive program delivery and provide quality service to all customers. The Public Works Department is upgrading its ability to provide improved services for customers of the Land Development Engineering and Permits, Building Inspection, and Planning divisions by streamlining and simplifying the six different permits on the Public Works website. The new process will enhance the customer service experience as the department implements an on-line system, reducing the several different permit applications to two. Eventually, Public Works will combine permits into a single application submitted at the permit counter.

Health and Human Services—The Health and Human Services Department is our largest department with a budget of \$74 million and 451 FTE. Last year, the department reorganized and changed its name to better reflect its broad array of services. They are implementing their 2018-2023 strategic plan and in the next two years, the department will be working with the new Coordinated Care Organizations to help integrate behavioral and physical health services beginning in January 2020. The department is continuing its efforts to purchase and implement a new Electronic Health Records system.

Economic Development—The county’s Economic Development program is coordinated through the Community Services Department. County leadership and staff have focused the county’s economic development strategies on rural community development, broadband access, and to address region-wide water and sewer infrastructure needs in the North Santiam River Canyon.

Public Safety— Public Safety is a high priority for Marion County. The Marion County Sheriff’s Office serves more than 100,000 residents in nearly 1,200 square miles with a budget of \$72 million. They strive to keep response times low and service levels high, while adapting to the expectations and needs of our community. Those needs vary greatly within the geography of Marion County.

Although not incorporated cities, the communities of Hayesville and Four Corners have many of the characteristics and defined boundaries that make them similar to cities. To better serve these communities, Marion County added public safety services to the East Salem Service District. A Service District fee will provide an additional 10 patrol deputies allowing for two deputies 24 hours per day, seven days per week within the district. The neighborhoods in the district have a population as large as Keizer and generate a majority of the calls for Marion County Sheriff’s Office services.

Marion County has also been at the forefront in developing evidence-based approaches to keep people with mental health or substance abuse issues from entering the criminal justice system, and continues to be part of the national Data-Driven Justice Initiative.

The new District Attorney Paige Clarkson and her deputy district attorneys prosecute 12,000 cases a year, as well as providing victims’ assistance, and child support enforcement. In the District Attorney’s office, the Medical Examiner has increased staff to 3.5 FTE for responding to the 991 death investigations in 2018.

Waste Management— Marion County manages a nationally recognized integrated system that ensures the safe and sanitary disposal of solid waste. The county prioritizes waste reduction and recycling and recovers energy from the material that remains. We are monitoring proposed

legislation that may affect the Energy-from-Waste facility in Brooks while, at the same time, the county is negotiating a new long-term contract with Covanta.

Transportation and Emergency Management— The Public Works Department has a proposed budget of \$127.26 million and maintains 147 bridges, 1,118 miles of roads, and 28,000 signs. As with last fiscal year, the department has allocated resources to respond quicker and more effectively to problems with gravel road potholes and wash boarding during the summer dry season using soil stabilizers on steeper slopes of 27 gravel road segments in FY 2019-20. The department also plans to complete 52.1 miles of chip sealing with an additional 29.2 miles on the North Fork Road and 7.4 on Gates Hill Road under the Federal Land Access Program (FLAP), 7.6 miles of slurry seals and 26 miles of road resurfacing with three miles of five inch-thick structural overlay on Wintercreek Road. The department has hired a new Emergency Manager and will focus on updating department emergency plans in the coming year.

Decision Packages

County departments submitted 59 Decision Packages requesting 37 FTE costing \$4.8 million. I am recommending the approval of 27 packages and 11 FTE for a total of \$1.7 million of which \$502,527 is from the General Fund saving \$2.2 million with the reductions. Due to our estimate of future resources and our efforts to maintain a structurally balanced budget, I have had to deny several worthy decision packages.

Community Services requested 11 decision packages and 1 FTE for a total of \$256,078 with \$251,778 from the General Fund. I have approved four packages totaling \$103,263 from the General Fund and \$4,300 for Dog Services from Other Funds. I am recommending \$25,000 for Children and Families support, \$60,000 for fairgrounds paving, \$14,818 for Shelter Buddy software licensing, and \$3,445 for administrative costs, all from the General Fund. For the District Attorney's office, I've added \$25,000 for Materials and Services plus \$50,478 for a legal secretary for the Medical Examiner, all from the General Fund.

I approved 8.0 FTE out of 11 requested for Health and Human Services at a cost of \$704,487 in Other Funds. I approved 1.0 FTE for Adult Outpatient Behavioral Health, 1.0 FTE for Child and Youth Behavioral Health and 6.0 FTE for infrastructure and program support. I denied 2.0 FTE for Housing and Homeless Coordination and 1.0 FTE for Emergency Preparedness. The Juvenile Department requested \$292,952 and one FTE. I approved \$9,800 General Fund for a new washer and dryer, but I denied a request for a new Juvenile Culinary Arts Program costing \$257,558. However, in order to improve the quality of food service, we removed the USDA restrictions on the program by giving up USDA program funding. We replaced the funding with a \$67,000 decision package.

The Sheriff's Office requested 11 FTE and \$1,439,690 from the General Fund for opening 32 beds in the jail's G-Pod and property cleanup assistance for Code Enforcement. While I denied that request, I approved \$168,416 for communications and an upgrade to the portable radios in the jail. The Public Works Department requested 5 decision packages for \$190,460 including \$149,804 from the General Fund. I have approved one Other Fund package for a Scale Attendant at Covanta for \$40,656. The Assessor's Office requested two decision Packages with 2.0 FTE for \$141,221 which I have denied.

Information Technology asked for 12 decision packages costing \$693,486 with 4.0 FTE. I have denied four of the packages and approved the remaining eight costing \$350,357 with one FTE. These

decision packages will provide funds for increased annual software and hardware maintenance costs, subscriptions, and replacing end of life computing systems plus newly purchased enterprise software, hardware and subscriptions for \$232,984; Phase 2 of the enterprise network design, including City of Salem fiber leases for \$18,000; system information security awareness and training and a security password manager and reset tool for \$31,680; and IT operations for the Assessor's Assessment and Taxation replacement for \$5,000. I am approving one FTE for a Support Technician for \$62,693.

Business Services asked for nine budget packages and 4.0 FTE for a total of \$426,312 for two new custodians, one grounds keeper, and a human resources specialist. The department is also asking to contract for additional Garten Services Inc. grounds maintenance and a variety of new materials and services items. I have approved a custodial M&S increase of \$5,000, along with a technology subscriptions increase and a facilities maintenance increase totaling \$48,375, but no additional FTE. The Boards Office asked for one FTE, a Media and Communications Specialist for \$125,969 which I have denied. Legal Counsel asked for additional cell phones at \$1,500 and additional legal service for labor relations at \$20,000. I have approved both requests. Finance asked for \$43,000 for additional audit costs and I approved \$14,000.

FY 2019-20 Capital Improvement Projects

The proposed budget includes a Capital Budget that totals \$22 million. This includes a Capital Reserve Fund of \$137,101; a Facility Renovation Fund that includes \$4 million to finish the Juvenile Administration Building, \$618,142 to pave the Jail parking lot, \$590,041 to replace Jail boilers, and \$535,000 to assess the Jail and Detention Center door locks. The Capital Improvement Projects Fund totaling \$14 million includes a number of large and small projects including \$2.6 million for the Electronic Health Records System. Most of the other projects are also in IT: a new Assessment and Taxation system; a new jail management system (RMS-JMS); a rewiring of our data network wiring in each building; and a variety of other projects. The Fleet Management and Roads and Bridges construction programs are not included in the general county capital budget, but are found in the Public Works Department capital outlay budget.

In Closing

I would like to give special recognition to Jan Fritz who has been by my side for the last 16 years and given me excellent advice and help in putting all of these budgets together. I want to thank budget team members in Finance who include: Jeff White the Chief Financial Officer, Debbie Gregg, the Budget and Grants Manager, Daniel Addato, and Alicia Henry and Cynthia Granatir, Chief Accountant. Special thanks go to Cindy Johnson for her assistance with budgeting and management of the Capital Improvement Projects fund and Hitesh Parekh for his Power Point presentation. Finally, thanks to Rich Minaker who will always be remembered for his assertion in an exasperated tone: "It's only an estimate, for crying out loud."

It's important to remember that any budget is a policy document which establishes the operational plan for delivering programs and services to county residents and one-time investments. With the approval and adoption of the budget, the Budget Committee and Board of Commissioners establish the funding priorities for the upcoming year and strategic direction into the future.

It takes a strong team to put this budget together and I would like to thank the entire budget team, including those in the departments, for their hard work and dedication. As always, I thank the Board

of Commissioners and the citizen members of the Budget Committee for maintaining high standards of fiscal responsibility. We are dedicated to meeting community needs, whether infrastructure, law enforcement, health care, and supporting the community with all our programs. Most importantly, we value stewardship and hard work to make efficient and effective use of valuable public resources. With these final comments, I wish you a fond farewell.

Respectfully submitted,

John Lattimer, Chief Administrative Officer and Budget Officer

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Table I

Annual Budget Message Sixteen Year Highlights:

We budgeted \$303 million for the county functions in FY 2004-05 and \$455 million in FY 2019-20 for an increase of \$150.5 million or 50% over those 16 years. The General fund increased by \$34.9 million from \$68.1 million in FY 2004-05 to \$103 million in FY 2019-20 or 51.3%.

- Personnel Services cost \$85.8 million in FY 2004-05 to \$167.1 million in FY 2019-20 or a 95% increase:
 - 1,232 FTE to 1,507 or a 22.3% increase;
 - Salaries and Wages \$60.8 million to \$102.9 million or a 69.2% increase;
 - PERS \$9.0 million to \$27.5 million or a 206% increase;
 - Health Benefits \$10.2 million to \$26.3 or a 158% increase.
- Materials and Services went from \$100 million to \$100.3 million for a slight increase.
- Capital Outlay went from \$16 million to \$36.3 million or a 127% increase.

We budgeted \$190.6 million for capital outlay during the 16 year period in four areas:

- \$113.8 million recorded in capital funds
 - \$51.9 million - Courthouse and Courthouse Square projects
 - \$20.3 million - Sheriff's Office multiple facilities
 - \$14.8 million - Juvenile Department multiple facilities
 - \$8.7 million - Health and Human Services facilities
 - \$2.5 million - Dog Shelter
 - \$12.1 million - Information Technology (computer hardware and software, software licenses)
 - \$3.5 million - projects not assigned to the location categories above
- \$105.9 million capital expenditures by the Public Works department, primarily in the Public Works Fund and the Environmental Services Fund, with lesser amounts in several smaller funds such as Parks:
 - \$75.1 million construction projects – roads, bridges, traffic signals, other
 - \$30.8 million non-construction – autos, pickups, heavy duty trucks, off-road vehicles, road maintenance vehicles, department equipment, IT items
- \$5.7 million capital expenditures by eight departments out of their operating funds:
 - \$2.2 million Health and Human Services various including IT items
 - \$2.1 million Sheriff's Office various including IT items
 - \$1.0 million Information Technology Dept. including IT items
 - \$0.4 million other departments
- \$1.5 million capital expenditures out of non-operating funds:
 - \$1.5 million Courthouse Square Redevelopment Fund – computer, moving costs, furniture and fixtures and other various costs.

Table II

Resources			
	2018-19* <u>Budget</u>	2019-20 <u>Proposed</u>	<u>% Change</u>
General Fund			
Revenue	\$ 88,984,194	\$ 90,610,551	1.83%
Net Working Capital	15,512,264	12,435,993	-19.83%
Total GF Resources	\$ 104,496,458	\$ 103,046,544	-1.39%
All Funds			
Resources	\$ 327,787,387	\$ 325,861,206	-0.59%
Net Working Capital	136,199,406	129,409,952	-4.98%
Total Funds Resources	\$ 463,986,793	\$ 455,271,158	-1.88%

Requirements			
	2018-19* <u>Budget</u>	2019-20 <u>Proposed</u>	<u>% Change</u>
General Fund			
Requirements	\$ 98,042,823	\$ 95,019,929	-3.08%
Contingency	1,191,046	1,496,087	25.61%
Ending Fund Balance	5,262,589	6,530,528	24.09%
Total GF Requirements	\$ 104,496,458	\$ 103,046,544	-1.39%
All Funds			
Requirements	\$ 372,124,252	\$ 365,119,663	-1.88%
Contingency	22,442,357	20,781,685	-7.40%
Reserve for Future Expenditures	7,783,692	10,645,517	36.77%
Ending Fund Balance	61,636,492	58,724,293	-4.72%
Total Funds Requirements	\$ 463,986,793	\$ 455,271,158	-1.88%

*Includes 2nd supplemental

MARION COUNTY FY 2019-20 BUDGET OVERVIEW

OVERVIEW

The Budget Officer's proposed budget to the county Budget Committee is represented in the following sections throughout this budget book. The Budget Officer will discuss why county services matter, the primary budget drivers, and highlights of the proposed budget by major program areas and capital outlays.

The **Budget Overview** section describes the budget constraints and requirements via the budget parameters, an outline of the statutory budget process in Oregon, a list of the budget participants and the budget calendar for FY 2019-20.

About Marion County provides a county profile and information about its people and its economy, the form of county government, and the county financial position.

The **Strategic Direction** section discusses the county's strategic plan, with priorities, goals, and key indicators, and an overview of the government services provided by the county.

The **Summary** section is about the total county budget. Resources and requirements are summarized by category and pie charts display allocations to these categories. Key revenues and principal expenditures are discussed. There are tables showing the amount of state revenue dedicated to specific county services.

The **Departments** section displays tables and discusses each department's budget by program and category and a summary of funds as well as fund line items. Detailed key indicators are presented, as are department key accomplishments.

The **Non-Departmental** section covers programs and activities that are not a part of any department's budget. They serve a variety of purposes, and often reflect the type of fund of which they are part. These programs and funds encompass debt service, reserves, insurance, and other non-departmental activities that provide support to departments, and special revenues that are distributed to departments or outside agencies.

The **Capital Budget** section discusses capital improvements by program. Several capital programs go across more than one capital fund. A summary table is provided for capital funds and all other capital projects.

The **Detail** section presents both resources and requirements line item detail for the General Fund, the Central Services Fund, and overall county totals. These details are not found elsewhere in this book except as parts of department, non-departmental, and capital budgets.

The **Appendices** contain information that is required by state law to be included in a county budget as well as supplemental information for the reader's interest.

BUDGET PARAMETERS

Budget parameters are budget officer requirements with which departments must comply when preparing their budget requests. They accompany the budget instructions and can remain the same in the long-term, or change annually. A budget parameter may be changed after the budget process begins, particularly one that is subject to employee bargaining agreements.

1. The Treasurer recommends that investment income be calculated at the rate below. Departments will use this in calculating interest revenue for their budget.

Interest/Investment Income	FY 2019-20
Interest Rate	2.00%
Less Investment Fee	-.025%
Net Investment Rate	1.975%

MARION COUNTY FY 2019-20 BUDGET
OVERVIEW

2. Cost-of-living allowances (COLA) are to be budgeted as follows:

Unit #	Union Name	COLA %
Unit 4	Oregon Nurses Association (ONA)	2.0%
Unit 5	Marion County Law Enforcement Association (MCLEA)	0.0%*
Units 6 & 8	Marion County Employees Association (MCEA/SEIU)	2.0%
Unit 7	Federation of Parole and Probation Officers (FOPPO)	0.0%*
Unit 14	Marion County Juvenile Employees Association (MCJEA)	2.0%
All other Units	All other Units (Non-represented)	2.0%

*Contracts are currently being negotiated.

3. Health insurance (medical and dental) is budgeted at rates per FTE, including FTE of 0.5 or greater. The rates are determined from known cost per plan elements and should be budgeted as follows:

Unit #	Union Name	Dental (Annual)	Medical (Annual)	Total Health Insurance (Annual)
Unit 5	MCLEA	\$1,776	\$17,868	\$19,644
Unit 7	FOPPO	\$1,764	\$17,856	\$19,620
Unit 14	MCJEA	\$1,644	\$16,584	\$18,228
All other Units	All other Units	\$1,608	\$16,176	\$17,784

4. Public Employees Retirement System (PERS) expenses will be budgeted at the following composite rate for all participants: (Tier 1 and Tier 2), Oregon Public Service Requirement Plan (OPSRP) General Services, and OPSRP Police and Fire participants.

PERS	FY 2019-20
PERS regular	22.95%
PERS Debt Service	5.30%
PERS Total Composite Rate	28.25%

5. Council of Economic Advisors recommends the increase/decrease in estimated property tax revenues, as compared to the current fiscal year budget amount.

6. General Fund and Central Service Fund departments must fully justify the use of temporary workers and overtime (premium pay) for each department's program and complete the appropriate forms. See Finance intranet.

7. Departments will follow the requirements below regarding new and vacant positions:

- a. Vacant positions will be eliminated in accordance with county administrative policy (#306) and procedures.
- b. New positions that have not been previously approved by the Personnel Officer will require approval through the Decision Package process.
- c. New positions will be budgeted for 22 pay periods (there are 26 pay periods in a year) or 1760 hours, which recognizes the time needed for recruitment and hiring.
- d. New positions must be budgeted at step 1.

MARION COUNTY FY 2019-20 BUDGET OVERVIEW

- e. Medical and Dental premiums for new positions will be budgeted for 9 months, which takes into account the 30 day grace period for new employees.
8. No inflationary increases in Materials and Services (M&S) will be allowed in the budget for either the General Fund or the Central Services Fund. Decision Packages will be required for any amount in excess of the current year budget. One-time Materials and Services appropriations in the current fiscal year adopted budget shall be removed from the budget request (i.e., contractual services for a specific project, start up costs, etc.).
9. All light duty vehicles belong to the Marion County fleet. For departments assigned light duty vehicles, lease, repair and maintenance will be charged to departments in accordance with fleet management policy and procedures. Pool vehicle program charges are also established by fleet management.
10. Purchases or leases of all new computer or electronic equipment that requires network access must be approved by the Information Technology Department before inclusion in departmental budgets.
11. The Budget Officer will recommend an amount to be budgeted for General Fund Contingency that meets the General Reserves policy. General Fund and Central Service Fund departments **may not** budget for Contingency.
12. Contingency is budgeted no more than 10% of the total fund requirements (in those funds with a majority of non-General Fund revenue). Amounts in excess of the 10% must be budgeted in unappropriated ending fund balance.
13. Decision packages will be included in the total department requested budget. They will be removed from the budget if the budget officer does not approve their inclusion in the budget at the budget officer proposed stage. Departments may not submit two or more decision packages that are for similar purposes as alternatives. Please refer to the Budget Manual, Appendix B, for submission criteria regarding decision packages.

BUDGET MANUAL FY 2019-20

The Finance Department maintains a budget manual that is the guideline for planning, preparing and executing a budget. The manual is updated annually to reflect current requirements for both form and content of department budgets, and budget execution requirements. The manual is available on the county intranet at the Finance Department website.

BUDGET PROCESS

The Marion County budget is a financial plan with estimates of resources (revenues) and requirements (expenditures), for a single fiscal year. The fiscal year begins on July 1 and ends on June 30.

According to Oregon's local budget law, each county must have a budget officer appointed by the governing body. Marion County's chief administrative officer also serves as the budget officer. The budget officer is responsible for preparing, or supervising, the preparation of a proposed budget that will be presented to the county's budget committee. A budget committee is another legal requirement of Oregon's local budget law. The Marion County Budget Committee is comprised of three citizens of the county, who are not county

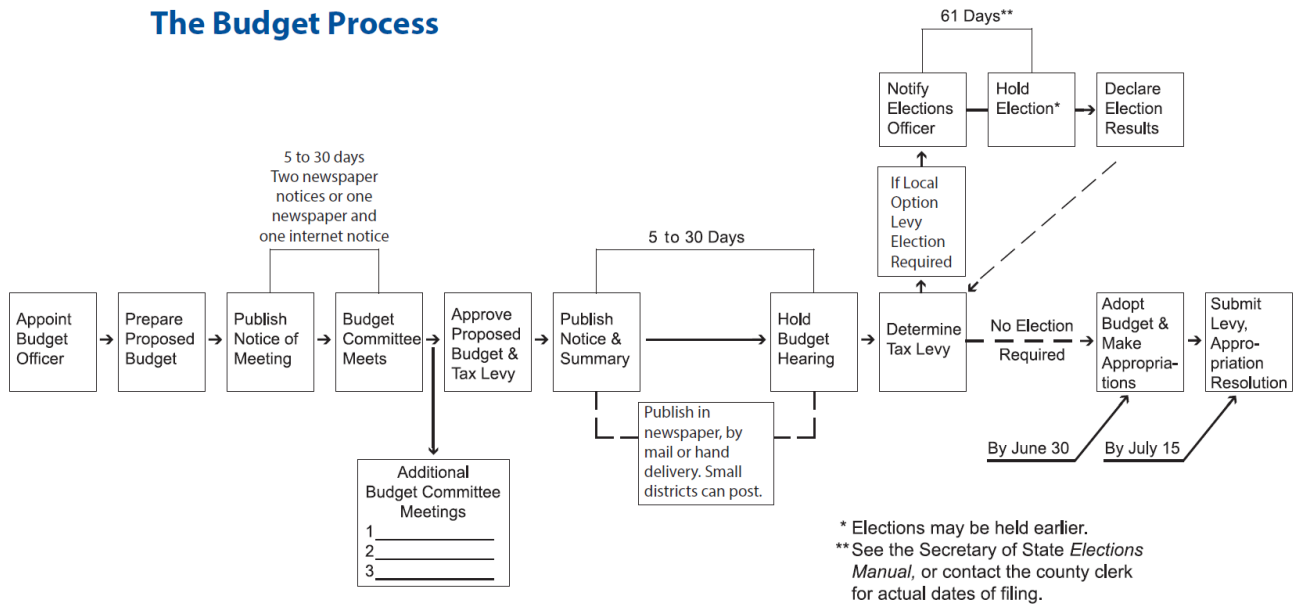
MARION COUNTY FY 2019-20 BUDGET OVERVIEW

employees, and the three county commissioners. The make-up of the budget committee ensures that citizens/electors are involved in the budget process.

In Marion County, the budget development process begins in late fall and ends with adoption of the budget by the Board of Commissioners by June 30 of each year. Budgeting is a continuous cycle. After the budget is adopted, revenues and expenditures are monitored in order to ensure that expenditures do not exceed budgeted amounts, by categories specified by Oregon’s local budget law. Necessary adjustments to the budget are made during the fiscal year through the supplemental budget process. Marion County typically has one to three supplemental budget actions during the fiscal year.

Budgets for the General, Special Revenue, Debt Service, and Capital Project Funds are adopted on a modified accrual basis of accounting, the same basis used in the county’s financial statements. Budgets for the Enterprise and Internal Service Funds are also adopted on a modified accrual basis, which differs from financial reporting in that depreciation and accrued vacation pay are not budgeted. The budget is prepared in accordance with the basis of accounting used during the preceding year.

The Budget Process



Source: Local Budgeting in Oregon, Oregon Department of Revenue

MARION COUNTY FY 2019-20 BUDGET OVERVIEW

Outline of the Budget Process According to Local Budget Law

The following overview is taken from the Oregon Department of Revenue Local Budgeting Manual. ORS is the Oregon Revised Statutes and Chapter 294 is the Local Budget Law, e.g., ORS 294.

1. **Appoint budget officer** (ORS 294.331).
2. **Appoint electors to the budget committee** (ORS 294.414). The budget committee consists of the governing body of the local government and an equal number of electors appointed by the governing body.
3. **Prepare proposed budget** (ORS 294.426). The budget officer prepares or supervises the preparation of a proposed budget to present to the budget committee.
4. **Publish notice of budget committee meeting** (ORS 294.401). After the proposed budget is prepared, the budget officer publishes a "*Notice of Budget Committee Meeting*." The notice must contain the date, place and time of the budget committee's first formal meeting, and of the meeting in which public comment will be heard. It may contain notice of several meetings, if the budget officer anticipates that more than one meeting will be needed.
 - If the sole form of notice is publication in a newspaper, it must be published at least twice, five to 30 days before the scheduled budget committee meeting date.
 - If the notice is published both in a newspaper and online, it need only be published once in the newspaper, but the publication must include the website address for the online publication, and it must be published online for at least 10 days before the meeting.
 - If the notice is hand delivered or mailed, only one notice is required, not later than 10 days before the meeting.
5. **Budget committee meets** (ORS 294.426). The budget message is delivered at the first budget committee meeting. The budget message explains the proposed budget and any significant changes in the local government's fiscal policy or financial position. After the initial meeting, the budget committee may meet as many times as needed to revise and complete the budget. At least one meeting must provide the opportunity for questions and comments from any interested person. The budget committee is allowed to meet for training and advisory reviews throughout the year, but the budget may not be deliberated before the first meeting for which notice is published. All meetings are subject to Oregon's Public Meetings Law (ORS Chapter 192).

The budget officer may make the proposed budget available to the members of the budget committee at any time before the first meeting, or may distribute the budget at the first meeting. At the time the budget is given to the committee, a copy must be filed in the administrative office of the district. The budget becomes a public record at this point and must be made available to anyone interested in viewing it.
6. **Budget committee approves budget** (ORS 294.428). The budget committee considers the budget proposed by the budget officer and comments made by the public and may make additions or deletions. When the budget committee is satisfied, it approves the budget. The budget approved by the committee specifies the amount or rate of each ad valorem tax levy. Approval of the budget and of the amount or rate of tax should be by motion and be recorded in the minutes of the meeting.
7. **Publish budget summary and notice of budget hearing** (ORS 294.448). After the budget is approved, the governing body of the local government must hold a budget hearing. The governing body must

MARION COUNTY FY 2019-20 BUDGET OVERVIEW

publish a *“Notice of Budget Hearing and Financial Summary”* five to 30 days before the scheduled hearing. This information must either appear in a newspaper of general circulation, be mailed or hand delivered.

8. **Hold budget hearing** (ORS 294.453, renumbered from 294.430). The governing body must hold the budget hearing on the date specified in the public notice. The purpose of the hearing is to listen to citizens’ testimony on the approved budget. Additional hearings may be held. All hearings must be open to the public.
9. **Adopt budget, make appropriations, impose taxes, and categorize taxes** (ORS 294.456). The governing body may make changes in the approved budget before it is adopted. Before the beginning of the fiscal year to which the budget relates, the governing body can also make changes to the adopted budget. However, if the governing body wants to make any of the following changes, they must first publish a revised *“Notice of Budget Hearing and Financial Summary”* and hold another public hearing:
 - If the governing body increases taxes over the amount approved by the budget committee.
 - If the governing body increases estimated expenditures in a fund over the amount approved by the budget committee by more than \$5,000 or 10 percent, whichever is greater.

After the budget hearing, and after considering public testimony, the governing body prepares a resolution or ordinance that formally adopts the budget, makes appropriations and, if property taxes are needed, levies and categorizes each tax. The budget is the basis for making appropriations and certifying the taxes. The resolutions or ordinances adopting the budget and making appropriations must be adopted no later than June 30.

10. **Certify taxes** (ORS 294.458, renumbered from 294.555). The next step in the budget cycle is to certify any property taxes to the county assessor. Taxes must be certified every year, even if the local government operates on a biennial budget.

The documents submitted to the assessor’s office by a taxing district subject to Local Budget Law are:

- Two copies of the notice of levy and the categorization certification (Form LB-50, ED-50 or UR-50). This form authorizes the assessor to place the district’s taxes on the property tax roll.
 - Two copies of the resolution statements that adopt the budget, make appropriations, and impose and categorize taxes; and
 - Two copies of any successful tax ballot measures for new taxes being imposed for the first time.
11. **Post-adoption.** After the preceding steps have been completed, changes to the budget are restricted by statute:
 - ORS 294.338 authorizes certain appropriations as an exception to the budget process.
 - ORS 294.463 governs the transfer of appropriations within a fund or from the general fund to another fund.
 - ORS 294.481 provides for the expenditure of funds to repair or replace property that has been damaged or destroyed. It also allows funds to be expended because of a civil disturbance or natural disaster.
 - ORS 294.468 authorizes loans from one fund to another.
 - ORS 294.471 and 294.473 specifies the conditions under which a local government may adopt a supplemental budget, and explains the process.
 - ORS 294.338 provides exceptions to the budget process for certain debt service expenditures.

MARION COUNTY FY 2019-20 BUDGET OVERVIEW

BUDGET PARTICIPANTS AND INFORMATION

Budget Committee

Oregon local budget law requires that the governing body of each local government must establish a Budget Committee. Budget Committees are composed of the governing body and an equal number of electors appointed by the governing body. Marion County, with three elected commissioners, appoints three elector members to the Budget Committee. The committee meets publicly to review the budget document as proposed by the budget officer. The committee receives the budget and the budget message and provides an opportunity for public comment on the budget. The committee makes adjustments based on input and then approves the budget.

<u>Citizen Members</u>	<u>Commissioner Members</u>
Denyc Boles	Sam Brentano
Dave Kinney	Kevin Cameron
Patrick Vance	Colm Willis

Qualified voters who have the right to vote for the adoption of any measure may be appointed to the Budget Committee. Citizen members serve staggered terms of up to four years. They may be appointed for multiple terms. The Budget Committee meets between late May and early June of each year to consider the upcoming budget, and may meet at other times during the year to be brought up to date on current budget developments.

Budget Development Team

The county uses a team approach to developing the county annual budget. At each phase of the budget process, team members contribute expertise as required.

<u>Name</u>	<u>Title</u>
John Lattimer	Budget Officer and Chief Administrative Officer
Jan Fritz	Deputy County Administrative Officer
Jeff White	Chief Financial Officer
Cynthia Granatir	Chief Accountant
Debbie Gregg	Budget and Grants Manager
Daniel Adatto	Budget Analyst 2
Alicia Henry	Management Analyst 2

Public Hearings/Public Comment

The public is welcome to attend budget committee meetings and deliberations, and may share comments with the committee at designated public hearings. Members of the public may also discuss budget matters with the board of commissioners during regular board sessions throughout the year. For those unable to attend a board session or budget committee meeting, Capital Community Television (CCTV) broadcasts all board and budget committee meetings, and the sessions can be viewed on the Internet.

Marion County Website

The budget is available on the county website at www.co.marion.or.us.

MARION COUNTY FY 2019-20 BUDGET OVERVIEW

BUDGET CALENDAR for FY 2019-20

FY 2019-20 BUDGET DEVELOPMENT AND PRESENTATION SCHEDULE

MEETINGS ARE HELD IN THE SENATOR HEARING ROOM AT COURTHOUSE SQUARE

NOVEMBER		
Thursday, November 15, 2018	FY 19-20 CIP E-mail Notification to Departments	Noon
DECEMBER		
Thursday, December 13, 2018	FY19-20 Budget Kickoff and Training (CH2 HR Training Room)	10:00 - 12:00 PM
Friday, December 21, 2018	FY 19-20 CIP Requests Due from Departments to: IT, PW and Facilities	4:00 PM
JANUARY		
Thursday, January 03, 2019	All Departments Begin Budget Preparation - BUD Open	
Friday, January 18, 2019	Central Services Departments Preliminary Budgets Due: Board of Commissioners, Finance, Legal Counsel	4:00 PM
Monday, January 21, 2019	HOLIDAY	
Friday, January 25, 2019	Central Services Departments Preliminary Budgets Due: Business Services & Information Technology	4:00 PM
FEBRUARY		
Friday, February 01, 2019	CIP Requests due to Budget team from: IT, PW and Facilities & Depts.	4:00 PM
Wednesday, February 06, 2019	Budget Officer Meets with Central Services Departments: Finance Board of Commissioners Legal Counsel/Law Library Budget Team Discussion	CR - Mt. Angel 9:00 - 9:15 9:15 - 9:30 9:30 - 9:45 9:45 - 12:00
Friday, February 08, 2019	Budget Officer Meets with Central Services Departments: Information Technology Business Services Budget Team Discussion	CR - Mt. Angel 9:00 - 10:00 10:00 - 11:00 11:00 - 2:00 PM
Tuesday, February 12, 2019	Central Services Departments Notified of Final Budget Officer Decisions	4:00 PM
Wednesday, February 13, 2019	Budget Team Reviews CIP requests	10:00 AM
Wednesday, February 13, 2019	Utility Information Distributed to Departments	4:00 PM
Friday, February 15, 2019	Central Services Revised Budgets Due to Finance	4:00 PM
Monday, February 18, 2019	HOLIDAY	
Tuesday, February 19, 2019	Budget Committee Meeting (Senator Hearing Room)	2:00 - 4:00 PM
Friday, February 22, 2019	Administrative Charges Allocations Given to Departments	4:00 PM
Thursday, February 28, 2019	Central Services Departments Final Budgets Due	4:00 PM
MARCH		
Friday, March 01, 2019	Preliminary Budgets Due From Departments: Assessor, Clerk, Justice Court, Treasurer	Noon
Friday, March 08, 2019	Preliminary Budgets Due From Departments: Community Service, District Attorney, Juvenile, Non-Departmental	Noon
Friday, March 08, 2019	Council of Economic Advisors Meeting - Commissioner's Board Room	2:30 - 4:30 PM
Friday, March 15, 2019	Preliminary Budgets Due From Departments: Health and Human Services, Public Works, Sheriff's Office	Noon
Wednesday, March 20, 2019	Budget Officer Meets With Department Heads and Elected Officials: Assessor / Tax Clerk and Clerk Records Treasurer Justice Court Break CIP and All Other Funds	CR - Mt. Angel 10:30 - 11:00 11:00 - 11:30 11:30 - 11:45 11:45 - 12:15 12:15 - 1:30 1:30 - 3:30
Thursday, March 21, 2019	Budget Officer Meets With Department Heads and Elected Officials: Community Services District Attorney Juvenile	CR - Mt. Angel 9:00 - 9:30 9:30 - 10:30 10:30 - 11:30
Friday, March 22, 2019	Budget Officer Meets With Department Heads and Elected Officials: Sheriff Public Works Break Health and Human Services Budget Team Discussion	CR - Mt. Angel 10:00 - 11:00 11:00 - 12:00 12:00 - 1:00 1:00 - 2:00 2:00 - 4:00

MARION COUNTY FY 2019-20 BUDGET OVERVIEW

FY 2019-20 BUDGET DEVELOPMENT AND PRESENTATION SCHEDULE

MEETINGS ARE HELD IN THE SENATOR HEARING ROOM AT COURTHOUSE SQUARE

MARCH		
Monday, March 25, 2019	Budget Team Discussions and Final Decisions	noon
Thursday, March 28, 2019	Departments Notified of Budget Officer Decisions	4:00 PM
APRIL		
Wednesday, April 17, 2019	Revised Budgets Due From All Departments ***NO FTE CHANGES AFTER APRIL 17TH***	5:00 PM
MAY		
Friday, May 03, 2019	Budget Validation by GL Team	4:00 PM
Weeks of 5/6 - 5/24	Budget Team - Review Budgets, Request Corrections From Departments, Prepare Summary Schedules, Assemble Budget Binders	
Monday, May 20, 2019	State of Oregon WH118 CIP Forms Due	5:00 PM
Monday, May 27, 2019	HOLIDAY	
JUNE		
Monday, June 03, 2019	FY 2019-20 Opening Budget Session - Budget Committee	9:00 AM
	Elect Chair & Vice Chair, Adopt Meeting Rules, Approve February Minutes	9:00 - 9:10
	Budget Officer's FY 2019-20 Message	9:10 - 10:10
	Break	10:10 - 10:20
	Budget Structure and Overview	10:20 - 10:30
	Health and Community Services	
	Health and Human Services	10:30 - 11:45
	Community Services	11:45 - 12:15
	Lunch	12:15 - 1:15
	Public Safety	
	Sheriff's Office	1:15 - 2:15
	District Attorney	2:15 - 2:45
	Juvenile	2:45 - 3:15
	Justice Court	3:15 - 3:30
	Break	3:30 - 3:45
	Budget Committee Questions and Discussion	3:45 - 5:15
	Public Comment Period	5:15 PM
Tuesday, June 04, 2019	Public Comment Period	8:45 AM
	FY 2019-20 Continue Budget Session - Budget Committee	9:00 AM
	Compensation Board Report	9:00 - 9:15
	General Government	
	Assessor	9:15 - 9:30
	Clerk	9:30 - 9:45
	Treasurer	9:45 - 9:55
	Break	9:55 - 10:10
	Central Services	
	Board of Commissioners	10:10 - 10:15
	Business Services	10:15 - 10:35
	Finance	10:35 - 10:40
	Information Technology	10:40 - 11:20
	Legal Counsel / Law Library	11:20 - 11:40
	Non-Departmental, Non-General Funds & Other	11:40 - 12:00
	Lunch	12:00 - 1:00
	Transportation & Natural Resources	
	Public Works	1:00 - 2:15
	Capital Improvement Projects	2:15 - 2:45
	Break	2:45 - 3:00
	FY 2019-20 Proposed Budget Recap	3:00 - 3:15
	Budget Committee Deliberations and Approval	3:15 - 5:00
Thursday, June 06, 2019	Budget Committee Deliberations and Approval (if necessary)	9:00 - 12:00
Wednesday, June 19, 2019	Board of Commissioners Adopt FY 2019-20 Budget	9:00 AM

MARION COUNTY FY 2019-20 BUDGET
OVERVIEW

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MARION COUNTY FY 2019-20 BUDGET

ABOUT MARION COUNTY

MARION COUNTY – INVESTING IN OUR COMMUNITY

At its core, Marion County is a service organization dedicated to delivering excellence every day to make a positive impact on the lives of our residents. Marion County is served by 15 departments with more than 1,600 dedicated full-time and part-time employees who are responsible for delivering essential services such as public safety, road and bridge maintenance, public and mental health services, property assessment, building inspections, elections, and more.

Ensuring that services are accessible and convenient to county residents and businesses is vital. Over the past several years, the county has made significant strides in infrastructure upgrades. This provides individuals seeking services, as well as employees, professional and comfortable environments to conduct business. Since 2016, the county has renovated the Health and Human Services Center Street building, opened a new Juvenile Courtroom and Public Safety Building, opened a new facility to house alcohol and drug treatment programs and outpatient behavioral health services, and a new Juvenile Administration Building is under construction.



Public Safety Building

The new facilities promote improved interoperability, provide needed additional space, and consolidate services for the convenience of consumers. Together, these projects provide suitable facilities to meet the needs of county residents now and into the future.



Health and Human Services – Silverton Rd. campus

Modern, efficient facilities protect the community's investment in county services. Marion County has worked diligently to ensure maximum value for the funds invested. Infrastructure improvements have been largely financed through low interest loans. Total debt service for renovations and new construction are well below the county's statutory debt limit.

Whether capital investments include facility renovations, new buildings, equipment or information technology upgrades, Marion County's priority remains consistent, high quality services and making the most of available funds.

FORM OF GOVERNMENT

Marion County had a county court form of government for the first century of its existence and was presided over by the Marion County Court which consisted of a judge and two commissioners. In 1961, the Legislative Assembly enabled a county court with no judicial functions to reorganize as a three-member board of county commissioners. With court approval, the Marion County Court was abolished and replaced by the Marion County Board of Commissioners on January 1, 1963. Today, Marion County is one of the 27 general law counties in the state.

MARION COUNTY FY 2019-20 BUDGET

ABOUT MARION COUNTY

COUNTY PROFILE

Marion County, Oregon is located south of the Portland metropolitan area, and stretches from the Willamette River to the Cascade Mountains.

Quick Facts

- Capital: Salem (located primarily within Marion County)
- Land Area: 1,182.33 square miles
- Established: July 5, 1843
- Population: 346,868 (2018 estimate)*
- Persons Per Square Mile: 266.7 (Oregon average: 40)
- Housing units, 2018: 126,133**
- Mean travel time to work (minutes): 23.2
- Cities: 20 incorporated
- Elevation: 154 feet at Salem and 8,294 feet at Detroit Lake
- Average Temperature: January 35.6 F; July 80.5 F
- Annual Precipitation: 40.7 inches
- Principal Industries: Arts, construction, education, entertainment, government, health care and social assistance, lumber, manufacturing, public administration, recreation, and retail trade.

* U.S. Census Bureau, American Fact Finder, Annual Estimates of the Resident Population, July 1, 2018 (<https://factfinder.census.gov>)

** U.S. Census Bureau, American Fact Finder, ACS Demographic and Housing Estimates, 2018 (<https://factfinder.census.gov>)

Marion County Cities

Incorporated Cities	Population	Unincorporated Communities	
Aumsville	3,975	Breitenbush	Mehema
Aurora	985	Broadacres	Monitor
Detroit	210	Brooks	Niagara
Donald	985	Butteville	North Howell
Gates	485	Central Howell	North Santiam
Gervais	2,585	Clear Lake	Orville
Hubbard	3,305	Concomly	Pratum
Idanha	140	Crestwood	Roberts
Jefferson	3,245	Downs	Rockie Four Corners
Keizer	38,505	Drakes Crossing	Rosedale
Mill City	1,865	Elkhorn	St. Louis
Mt. Angel	3,415	Fargo	Shaw
St. Paul	435	Hazel Green	Sidney
Salem	165,265	Hopmere	Skunkville
Scotts Mills	375	Labish Center	Sunnyside
Silverton	10,325	Little Sweden	Talbot
Stayton	7,810	Lone Pie Corner	Waconda
Sublimity	2,890	Macleay	West Stayton
Turner	2,085	Marion	
Woodburn	24,760		

MARION COUNTY FY 2019-20 BUDGET ABOUT MARION COUNTY

There are 20 incorporated cities and 37 unincorporated communities in Marion County. Incorporated cities population data is from 2018 Oregon Blue Book. As reported by the 2010 Census, the total population of Marion County was 315,335, a 10% increase over 2000. The United States Census Bureau population estimate for July 1, 2017 is 341,286.

Points of Interest

Oregon State Capital, Champoeg State Park, The Oregon Garden, Silver Falls State Park, Detroit Dam and the North Santiam River, Breitenbush Hot Springs, Willamette River, Mt. Angel Abbey, Willamette University, Chemeketa Community College, Marion County Historical Society, Wheatland and Buena Vista Ferries, Mission Mill Museum and historic Bush House, Deepwood Estates House and Gilbert House Children’s Museum, are just a few of the attractions Marion County has to offer.

CHARACTERISTICS OF THE PEOPLE

The following are selected census data that compare characteristics of the people of Marion County to those of the United States collectively. The characteristics selected show that there are significant variances between the County and the U.S. for some items, for others there is only a small variance. The interpretation of the data will be left to the reader.

ECONOMIC CHARACTERISTICS

	Marion County		U.S.
Population 18 years and over	231,954	73.6%	76.0%
In Civilian Labor Force	137,321	63.6%	63.4%
Employed	126,682	58.7%	59.7%
Unemployed	10,639	4.9%	3.7%
Commute to Work - drove alone	90,914	72.8%	75.7%
<i>Industry Employment (top 5):</i>			
Educational services, and health care and social services	24,092	19.0%	19.9%
Manufacturing	16,574	13.1%	14.1%
Retail Trade	14,658	11.6%	11.7%
Public Administration	12,099	9.6%	4.8%
Construction	9,358	7.4%	6.8%
Class of Worker - Government	24,862	19.6%	14.6%
Persons Below Poverty Level	N/A	21.0%	26.5%
Medium Household Income	\$ 46,202	N/A	\$ 50,046

Source: U.S. Census Bureau, 2010 Census

Note: The U.S. Census Bureau categories of industry are somewhat different from those utilized by the state as reported in a Principal Employers and Employment by Industry table that is presented later in this section.

MARION COUNTY FY 2019-20 BUDGET
ABOUT MARION COUNTY

POPULATION AND HOUSING CHARACTERISTICS

	Marion County		U.S.
Total Population	315,335	100.0%	100.0%
15 years and under	73,974	23.5%	19.8%
16 years through 64 years	200,812	63.6%	67.1%
65 years and older	40,549	12.9%	13.1%
Male Population	157,117	49.8%	49.2%
Female Population	158,218	50.2%	50.8%
Vacant housing units	7,991/120,948	6.6%	11.4%
Homeownership Rate		61.0%	65.1%
<i>Residence 1 year ago:</i>			
Same house		83.4%	85.4%
Different house, same county		9.8%	8.4%

Source: U.S. Census Bureau, 2010 Census

SOCIAL CHARACTERISTICS

	County	U.S.
Family households (families)*	68.2%	66.4%
Average household size	2.70	2.58
<i>Educational Attainment:</i>		
Percent high school graduate or higher	84.9%	87.3%
Percent bachelor's degree or higher	22.6%	30.9%
Civilian Veterans	9.0%	7.7%
Born in the United States	86.1%	85.1%
Institutionalized population	2.1%	1.3%
Language spoken at home - English only	74.9%	78.7%

* Out of total number of households

Source: U.S. Census Bureau, 2010 Census

MARION COUNTY FY 2019-20 BUDGET

ABOUT MARION COUNTY

ECONOMIC FORECAST

The Budget Officer has addressed local economic conditions in his transmittal, i.e., budget message, to the Budget Committee for the fiscal year 2019-20 budget. An additional perspective comes from the following excerpt from the Oregon Office of Economic Analysis executive summary of its most recent economic forecast for Oregon. The Office of Economic Analysis recognizes in the larger, more in-depth report, that economic growth is not expected to be at the same pace in the spectrum between larger metropolitan areas and rural areas, with many variables from county-to-county such as prevalent industries.

EXECUTIVE SUMMARY

March 2019

The U.S. economy experienced strong economic growth in 2018. Unemployment remains near historic lows even as participation rates rise. Wage growth continues to pick up along with employment rates. The economy will set a new record for length of expansion this summer at ten years old. The next recession is not yet seen in the data. The outlook calls for ongoing, but slowing growth this year and next. The fading federal fiscal stimulus and business investment slowdown take the wind out of the sails, as does the impact of past interest rate increases. The key to the near-term forecast is the Federal Reserve and the U.S. consumer.

Right now the Fed is reassessing the economy given somewhat weaker U.S. data and ongoing international issues like trade tensions and slowing in China and Europe. Concerns over the U.S. consumer are higher today due to weak sales data at the end of 2018 and somewhat higher delinquency rates. However, given the ongoing, robust labor market gains, consumer spending is likely to hold up and is the key driver to growth in 2019.

Oregon's economy continues to hit the sweet spot. Job growth has tapered more than expected over the past year, but remains strong enough to hold the unemployment rate near historic lows. Local wage growth outpaces national figures due to the strong labor market. With more Oregonians working more hours and for higher pay, household incomes are reaching historic highs on an inflation-adjusted basis. Even as disparities remain, these gains are seen by all ages and racial or ethnic groups across the state. The feel good part of the economy is here.

With a little more than four months left in the 2017-19 biennium, Oregon's General Fund revenue picture remains uncertain. Given Oregon's dependence upon personal income tax revenues, the jury will remain out until the bulk of payments are received and processed in April and May.

The tax filing season has just begun. Refunds got off to a slow start and the average refund is 11% lower so far this year, in part due to no kicker being paid out. Most year-end tax payments won't arrive for at least another month. Although April surprises are commonplace, this year's outlook is particularly uncertain. Federal tax law changes, volatile equity markets, a nationwide dearth in recent estimated payments and strong growth in withholdings are all acting to muddy the outlook this tax season.

Corporate collections have surged to an all-time high in recent months, due in part to temporary factors. Repatriation of foreign earnings required by the new federal tax law have increased collections by around \$100 million. However, the temporary repatriated earnings alone cannot explain the full increase in corporate collections, suggesting that some of the change may be persist going forward. Federal tax law changes have likely expanded the corporate tax base in Oregon, which will lead to additional revenues in the years ahead.

While the revenue forecast is relatively unchanged in the currently 2017-19 biennium, our office is forecasting both a personal and corporate kicker. The personal kicker is projected to be \$748 million while the corporate is currently estimated at \$353 million. Given tax season has just begun, these figures could change by May 15th, the final forecast for the legislative session.

Heading into the next biennium, uncertainty about the performance of the regional economy will become paramount. Growth will certainly slow to a sustainable rate in the coming years, but the path taken is unknown. Capacity constraints, an aging workforce, monetary policy drags and fading fiscal stimulus will all act to put a lid on growth a couple of years down the road. However, the exact timing and steepness of this deceleration is difficult to predict, leading to a wide range of possible revenue outcomes for the 2019-21 budget period.

MARION COUNTY FY 2019-20 BUDGET
ABOUT MARION COUNTY

COUNTY FINANCIAL POSITION

The County will continue to manage the fiscal year with an acceptable financial position and a low ratio of outstanding debt to the real market value of taxable property within the county. Major long-term budget concerns include reductions in federal and state funding, rising employee benefit costs, and continued capital project needs. The county prepares a five year capital improvements project document identifying infrastructure items and supporting equipment needing upkeep and replacement.

County Debt

Debt Policy

Marion County has no formal debt policy, primarily because the county is not a regular issuer of debt. The most recent bond debt issue was in 2005 and bank loan financing for major infrastructure projects in 2013, 2016 and 2018. In practice, the county seeks to use internal financing sources or cash when possible. A significant amount of statutory debt authority exists for Marion County.

Legal Debt Limits

State statute (ORS 287A.100) limits the amount of bonded debt a county may issue to a percentage of the Real Market Value (RMV) of the County's taxable property; the limit is 2% for general obligation bonds or \$844 million, 5% limited tax pension obligations or \$2.1 billion, and 1% for limited tax obligations or \$422 million. Based on the RMV for fiscal year 2018 of \$42 billion, the County's total outstanding debt of \$64 million represents 0.15% of RMV.

Long-Term Debt

At the end of the 2017-18 fiscal year, the County had total debt outstanding of \$64,545,803, an increase of 1.7% from the previous fiscal year due to the issuance of a capital financing agreement. This amount includes \$7,180,800 in refunding bonds (Courthouse Square), \$21,514,235 in capital financing agreements, \$35,465,304 in limited tax pension obligations (PERS) and \$385,464 in notes payable (service districts). The County currently has no outstanding general obligation bonds. Standard & Poor's has given the County an issuer credit rating of AA.

Marion County's Outstanding Debt

	Governmental Activities		Business-type Activities		Total	
	2017	2018	2017	2018	2017	2018
Revenue bonds	\$ 271,091	\$ -	\$ -	\$ -	\$ 271,091	\$ -
Refunding bonds	8,375,789	7,180,800	-	-	8,375,789	7,180,800
Capital financing agreements	17,775,756	21,514,235	-	-	17,775,756	21,514,235
Limited tax pension obligation:	36,595,471	35,465,304	-	-	36,595,471	35,465,304
Notes payable	-	-	441,388	385,464	441,388	385,464
Total	\$ 63,018,107	\$ 64,160,339	\$ 441,388	\$ 385,464	\$ 63,459,495	\$ 64,545,803

Debt Payments

Principal and interest payments on Courthouse Square revenue bonds, PERS obligations bonds, and loans on notes are payable through the Debt Service Fund located in the Non-Departmental section of this book.

MARION COUNTY FY 2019-20 BUDGET
ABOUT MARION COUNTY

County Employment by Industry

EMPLOYMENT BY INDUSTRY

Current Fiscal Year and Ten Years Ago

	2018			2009		
	Units	Employment	% of Employment	Units	Employment	% of Employment
Government Employers:						
Federal government	55	1,253	0.82%	63	1,500	1.06%
State government	188	20,625	13.55%	200	18,768	13.32%
Local government	319	14,311	9.40%	261	14,828	10.52%
	562	36,189	23.78%	524	35,096	24.90%
Private Employers:						
Natural resources and mining	509	9,562	6.28%	428	10,477	7.43%
Construction	1,184	9,038	5.94%	1,222	8,115	5.76%
Manufacturing	398	11,006	7.23%	398	11,267	7.99%
Trade, transportation and utilities	1,713	25,266	16.60%	1,614	23,180	16.45%
Information services	125	1,123	0.74%	112	1,381	0.98%
Financial activities	519	4,066	2.67%	524	4,251	3.02%
Real estate, rental and leasing	391	1,398	0.92%	409	1,532	1.09%
Professional and business services	1,460	12,787	8.40%	1,192	11,895	8.44%
Education and health services	1,099	22,467	14.76%	966	17,185	12.19%
Leisure and hospitality	176	2,512	1.65%	149	2,103	1.49%
Accommodation and food services	680	10,755	7.07%	592	9,238	6.55%
Other services	1,791	6,010	3.95%	1,136	5,233	3.71%
	10,045	115,990	76.22%	8,742	105,857	75.10%
Total County Employment	10,607	152,179	100.00%	9,266	140,953	100.00%

Source: Oregon Employment Department

Notes:

- (1) Information is presented for the prior calendar year.
- (2) Includes full-time and part-time employees.

MARION COUNTY FY 2019-20 BUDGET
ABOUT MARION COUNTY

County Principal Property Taxpayers

PRINCIPAL PROPERTY TAXPAYERS
Current Fiscal Year and Nine Years Ago

Taxpayer	2018			2009		
	Rank	Taxable Assessed Value	% of Total Taxable Assessed Value	Rank	Taxable Assessed Value	% of Total Taxable Assessed Value
Portland General Electric Co	1	\$285,829,420	1.18%	1	\$211,083,790	1.15%
Northwest Natural Gas Co	2	152,199,000	0.63%	2	119,123,900	0.65%
Winco Foods LLC	3	94,363,645	0.39%	3	82,178,100	0.45%
Woodburn Premium Outlets LLC	4	64,310,695	0.27%			
CenturyLink (Qwest Corp)	5	70,604,500	0.29%	4	82,405,860	0.45%
Norpac Foods Inc	6	66,930,189	0.28%	7	56,550,426	0.31%
Lancaster Development Co.	7	56,532,220	0.23%	5	55,056,770	0.30%
Wal-Mart Real Estate	8	52,342,870	0.22%	9	39,568,540	0.22%
Donahue Schriber Realty Group	9	61,182,830	0.25%	8	50,432,430	0.28%
Metropolitan Life Insurance Co.	10	46,887,770	0.19%	10	36,457,810	0.20%
Craig Realty Group Woodburn				6	42,483,190	0.23%
Total for principal taxpayers		\$951,183,139	3.93%		\$775,340,816	4.24%
Total taxable assessed value		<u>\$24,219,912,095</u>			<u>\$18,283,315,517</u>	

Sources: Marion County Tax Assessor and Tax Collector

Notes:

- (1) Information in this schedule satisfies the county's annual disclosure requirements under SEC Rule 15c2-12.

MARION COUNTY FY 2019-20 BUDGET
STRATEGIC DIRECTION

MARION COUNTY STRATEGIC PLAN

MISSION STATEMENT

We serve the public to protect, promote, and enhance a positive quality of life in Marion County.

VISION STATEMENT

Delivering Excellence Everyday.

Statement of Values

Our commitment to citizens and fellow employees is to top-quality service by community-focused professionals who demonstrate the following values:

- *Customer Service* – We treat our customers and one another with courtesy, respect, dignity, fairness, and understanding. We work to make Marion County accessible and responsive to a wide range of individual and community needs and interests. We promote flexible, creative, solutions-oriented approaches to resolving customer problems and meeting customer needs.
- *Professionalism* – We hire, train, and develop our employees to be knowledgeable and expert in their respective roles. We strive for the highest levels of accuracy and quality in carrying out our responsibilities to the public.
- *Integrity* – We are honest, forthright, and ethical in our dealings with others and on behalf of the public trust. We follow-through on our commitments and we hold one another and ourselves personally accountable for doing what we promise.
- *Stewardship* – We seek to make the most efficient and effective use of public resources, and we work to continuously improve our services through collaboration, innovation, and competence. We strive to create and maintain a fair, transparent and open process of government that actively seeks citizen participation and recognizes the diverse and competing interests of all of the county's constituencies.

MARION COUNTY FY 2019-20 BUDGET
STRATEGIC DIRECTION

MARION COUNTY GOALS

Each of Marion County’s goals and objectives is listed below, all county department include key indicators in their budget document and identify a primary goal which links back to each key indicator. These goals, objectives, and key indicators help departments align and continue to work towards effectively managing public resources and strive for a focused way to address needs and emerging issues.

The detail information for each key indicator is found in each department’s budget.

COUNTY GOAL 1: OPERATIONAL EFFICIENCY AND QUALITY SERVICE	
<i>Provide efficient, effective, and responsive government through stewardship and accountability.</i>	
DEPARTMENT GOALS	KEY INDICATORS
Assessor’s Office: Technology Continually improve process efficiencies, conserve resources, and enhance service by making use of current technologies.	Added value to assessment rolls
Board of Commissioners’ Office: Enterprise Approach Lead and manage the county business functions more efficiently and effectively to enhance accountability and stewardship.	Organizational and management assessments of county departments and programs
Business Services: Facilities Support Provide an enterprise approach that manages the county owned and leased facilities while focusing on customer service, fiscal responsibility, and industry best practice.	Ratio of repair hours to preventative maintenance hours
Clerk’s Office: Increase Efficiency Evaluate business processes to make better use of management skills, technology and resources.	Election cost
Community Services: Dog Services Protect the people and dogs of Marion County by providing professional and courteous enforcement and services.	Return of dogs to the community and increased licensing
Finance: Fiscal Integrity Streamline and standardize the county’s contracting, solicitation and purchasing processes.	Contracts processed in compliance with county policy and procedure

MARION COUNTY FY 2019-20 BUDGET
STRATEGIC DIRECTION

<p>Information Technology: Enterprise Approach</p> <p>Maintain a five-year technology roadmap to serve as a strategic inventory of proposed and approved enterprise-wide and department specific projects sponsored by departments, information technology or both.</p>	<p>Application Management and Support</p>
<p>Legal Counsel: Protecting the County</p> <p>Represent the county in contested matters in court or before administrative tribunals, and recommend settlements as appropriate.</p>	<p>Tort claim notices</p>
<p>Treasurer’s Office: Asset Management</p> <p>Safeguard public funds.</p>	<p>Investment portfolio returns</p>
<p>County Plans Linked to Goals</p> <ul style="list-style-type: none"> • Annual Adopted Budget • Facilities Master Plan Final Report 2018 (revision in progress) • Facilities Condition Assessment Report 2017 • Comprehensive Annual Financial Report (CAFR) 2018 • Treasurer’s Investment Portfolio Report 	
<p>COUNTY GOAL 2: GROWTH AND INFRASTRUCTURE</p>	
<p><i>Provide leadership that addresses the continual growth and increasing diversity of Marion County’s population and focuses resources on best meeting the needs of residents and supporting business.</i></p>	
<p>DEPARTMENT GOALS</p>	<p>KEY INDICATORS</p>
<p>Public Works: Recycling</p> <p>Maintain a high level of recycling in the county for a cleaner environment.</p>	<p>Recycling rate as a percent of solid waste</p>
<p>Public Works: Permits</p> <p>Continue to streamline review process for citizens with other agencies/departments on building permits, addressing, roadway improvements, survey plats, septic issues, and survey reviews.</p>	<p>Number of permits issued by type</p>
<p>Sheriff’s Office: Code Enforcement</p> <p>Work collaboratively with community and public safety partners with an emphasis on preventing crime, problem solving and being responsive to the community’s needs.</p>	<p>Number of cases processed and number of cases closed</p>

MARION COUNTY FY 2019-20 BUDGET
STRATEGIC DIRECTION

<p>County Plans Linked to Goals</p> <ul style="list-style-type: none"> • Marion County Comprehensive Plan (Land Use) – 2019 • Marion County Parks Master Plan – 2010 • Marion County Solid Waste Management Plan – 2009 • Stormwater Management Plan – 2011 Revision 	
<p>COUNTY GOAL 3: PUBLIC SAFETY</p>	
<p><i>Pursue a safe and secure community by protecting people, property, and economy of Marion County.</i></p>	
<p>DEPARTMENT GOALS</p>	<p>KEY INDICATORS</p>
<p>District Attorney’s Office: Criminal Prosecutions Aggressively prosecute and prioritize violent and person-to-person crimes.</p>	<p>Adult prosecution criminal cases submitted</p>
<p>Justice Court: Citations and Fines Provide for impartial hearing of court cases in an efficient manner.</p>	<p>Volume of citations processed Amount of fines collected</p>
<p>Juvenile: Juvenile Crime Analyze data to inform policy and practice in achieving positive youth outcomes and public safety through reduction of criminogenic risk factors and recidivism, and increase in community connectivity and educational engagement.</p>	<p>Juvenile referral data</p>
<p>Sheriff’s Office: Safety Keep our community safe through maintaining a safe and secure jail and transition center, patrolling and conducting criminal investigations, providing civil process, supervising offenders through parole and probation, providing search and rescue response, and keeping our courts safe and accessible to the public through judicial security.</p>	<p>Mental illness and incarceration Recidivism</p>
<p>Sheriff’s Office: Collaboration Continue to work collaboratively with our community and public safety partners with an emphasis on the prevention of crime, problem solving, and being responsive to the community’s needs for public safety.</p>	<p>Intelligence-led public safety services Traffic safety team education and enforcement</p>
<p>County Plans Linked to Goals</p> <ul style="list-style-type: none"> • Marion County Justice Reinvestment Initiative • Sheriff’s Office Core Functions & Objectives • Sheriff’s Office Community Corrections Annual State Plan • Marion County Juvenile Department Strategic Plan • Marion County Reentry Initiative Strategic Plan 	

MARION COUNTY FY 2019-20 BUDGET
STRATEGIC DIRECTION

COUNTY GOAL 4: ECONOMIC DEVELOPMENT	
<i>Demonstrate a supportive attitude toward employers, businesses, and property owners that promotes economic development and high standards of livability in Marion County.</i>	
DEPARTMENT GOALS	KEY INDICATORS
Community Services: County Fair Provide effective and efficient administrative support that ensures the success of the Marion County Fair.	Fair attendance
Community Services: Economic Development Advance Marion County's economy by working with policymakers, community leaders and entrepreneurs to grow the economy, increase employment, and improve the standard of living.	Economic development projects
County Plans Linked to Goals <ul style="list-style-type: none"> • Economic Development Strategic Priorities – 2015 • Marion County Fair Strategic Plan 	
COUNTY GOAL 5: TRANSPORTATION	
<i>Provide a safe, efficient and reliable transportation system and maintain vital infrastructure in the best condition available resources allow.</i>	
DEPARTMENT GOALS	KEY INDICATORS
Public Works: County Roads Improve overall condition of road surfaces.	Cost per mile for surface treatment Miles of road resurfaced by treatment type Pavement condition index (PCI)
County plans Linked to Goals <ul style="list-style-type: none"> • Rural Transportation System Plan – 2013 • Public Works Department Strategic Plan – 2014 • Public Works Capital Improvement Program – 2018 	
COUNTY GOAL 6: HEALTH & COMMUNITY SERVICES	
<i>Promote the overall health of people in Marion County by improving the delivery of quality health services and supporting community-based prevention efforts.</i>	
DEPARTMENT GOALS	KEY INDICATORS
Health Department: Behavioral Health Promote a diverse system of behavioral health and addictions services that address community and family needs from early childhood to older adulthood.	Parent and child mental health services Family support services for children with developmental disabilities

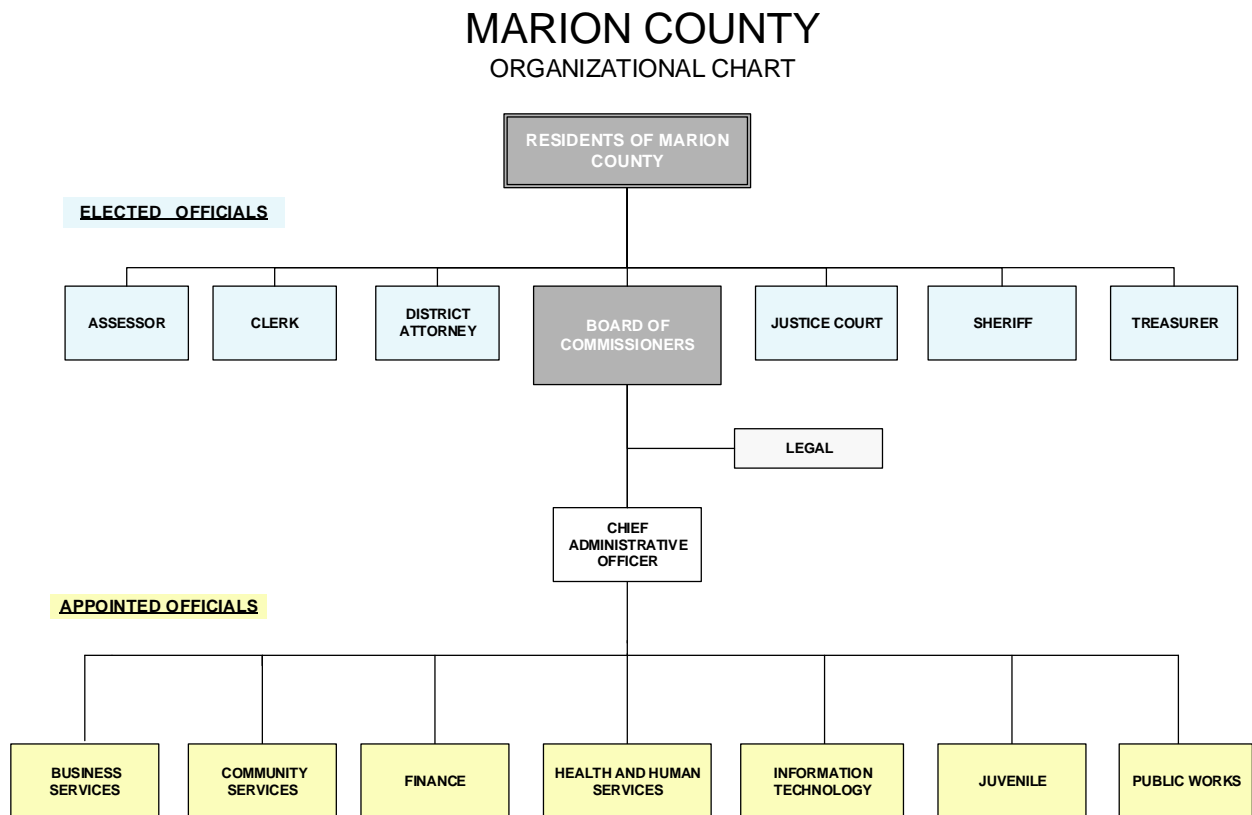
MARION COUNTY FY 2019-20 BUDGET
STRATEGIC DIRECTION

<p>Health Department: Public Health</p> <p>Assure the five basic public health services to residents of Marion County are met (ORS 431.416).</p>	<p>Prevention of communicable disease</p> <p>Prevention of foodborne and waterborne illness</p>
<p>County Plans Linked to Goals</p> <ul style="list-style-type: none"> • Marion County Public Health Comprehensive Plan • Biennial Implementation Plan for Mental Health, Addictions and Gambling • Mid-Willamette Homeless Initiative Strategic Plan – 2017 • Ambulance Service Plan, 2012 Revision • Marion County Housing Authority 5-Year Plan 	
<p>COUNTY GOAL 7: EMERGENCY MANAGEMENT</p>	
<p><i>Proactively plan, review, and maintain a comprehensive emergency management program.</i></p>	
<p>DEPARTMENT GOALS</p>	<p>KEY INDICATORS</p>
<p>Public Works: Develop and Maintain Emergency Operations Plans</p> <p>Prepare a master plan for Emergency Management that sets short and long term operational goals.</p>	<p>Volunteer hours served</p>
<p>County Plans Linked to Goals</p> <ul style="list-style-type: none"> • Marion County Emergency Operations Plan – 2016 (currently under revision) • Natural Hazards Mitigation Plan – 2017 • Marion County Health Department Pandemic Influenza Plan – 2017 	

MARION COUNTY FY 2019-20 BUDGET STRATEGIC DIRECTION

Organization Chart

The Marion County government organization is headed by an elected Board of Commissioners and has 15 departments. In addition to the Board of Commissioners, six other departments are headed by elected officials: Assessor, Clerk, District Attorney, Justice Court, Sheriff, and Treasurer. The remaining eight departments are headed by appointed officials who report to the Chief Administrative Officer: Business Services, Community Services, Finance, Health and Human Services, Information Technology, Juvenile, Public Works and Legal Counsel.



MARION COUNTY FY 2019-20 BUDGET
STRATEGIC DIRECTION

Department Heads and Elected Officials

DEPARTMENT	DIRECTOR	TYPE
Assessor	Tom Rohlfig	Elected
Board of Commissioners	Sam Brentano	Elected
Board of Commissioners	Kevin Cameron	Elected
Board of Commissioners	Colm Willis	Elected
Business Services	Colleen Coons-Chaffins	Appointed
Community Services	Tamra Goettsch	Appointed
County Clerk	Bill Burgess	Elected
District Attorney	Paige Clarkson	Elected
Finance	Jeff White	Appointed
Health and Human Services	Cary Moller	Appointed
Information Technology	Scott Emry	Appointed
Justice Court	Janice Zyryanoff	Elected
Juvenile	Troy Gregg	Appointed
Legal Counsel	Jane Vetto	Appointed
Public Works	Brian Nicholas	Appointed
Sheriff	Jason Myers	Elected
Treasurer	Laurie Steele	Elected

Employees

Including the department heads and elected officials, there are more than 1,500 full-time regular and part-time regular employees working for Marion County. As many as 300 part-time temporary employees are also employed in a peak month; the count varies as some employment is seasonal.

Additional information about employees is found in the appendices where there is a complete FTE position history.

Marion County 10 Year History of Full-Time Equivalent Positions

FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20
1347	1317	1311	1323	1357	1413	1443	1477	1516	1507

MARION COUNTY FY 2019-20 BUDGET

STRATEGIC DIRECTION

Government Services

Programs and services delivered or managed by Marion County touch the lives of virtually all residents of the county, fulfilling many roles. Marion County is a general law county, acting as an agent of the state. The county performs functions on behalf of the state, as well as providing county services.

Assessor – The Assessor’s Office assesses the value of all commercial, industrial and residential property subject to tax; collects all property taxes levied by local school districts, cities, special districts and the county; and distributes these revenues to the taxing districts to support their operations.

Board of Commissioners – The Board of Commissioners’ Office consists of three county commissioners, elected at large, who constitute the county governing body. The board appoints a chief administrative officer who is responsible for carrying out directives, policies, and ordinances of the board.

Business Services – The Business Services Department provides services that support departments in delivering their services to customers and clients. This involves functions such as human resources (processing job applications, training, etc.), employee benefits, wellness, labor relations, risk management, and building maintenance.

Community Services – The Community Services Department promotes safe and thriving communities for people to live, learn, work and play. The department has six program areas: Grants, Marion County Fair, Lottery and Economic Development, Marion County Reentry Initiative, Dog Services and Administration. Collectively, the department facilitates partnerships between families, community members, public safety, health, education, and social service agencies; applies research in support of agriculture, forestry, enterprises, natural resources and related workforce development; provides care and shelter to lost dogs; and provides the administration for the Marion County Fair.

County Clerk – The Clerk’s Office is responsible for recording, maintaining, and archiving all county records. This office also conducts all elections within Marion County, whether for federal, state or local government.

District Attorney – The District Attorney’s Office prosecutes people accused of committing crimes in the county. This office also collects child support payments ordered by the courts and provides assistance to crime victims.

Finance – The Finance Department provides financial services that support departments in delivering their services to customers and clients. This involves functions such as processing and maintaining the county’s payroll and accounting records, accounts payable and receivable, purchasing, contract management, grants compliance, and budget preparation. In addition, tax-foreclosed property is managed by the Finance Department.

Health and Human Services – The Health and Human Services Department inspects and licenses all restaurants, school cafeterias and other food vendors. It provides immunizations for children and tracks and works to control infectious diseases. It records birth and death certificates. It provides case management for those with developmental disabilities; maintains programs for those with chronic and acute mental illness; and provides treatment for those with substance and gambling addictions.

Information Technology – The Information Technology Department provides supporting services to county departments by operating and maintaining the county’s information technology and telecommunications systems.

MARION COUNTY FY 2019-20 BUDGET STRATEGIC DIRECTION

Justice Court – The Justice Court hears minor traffic offenses, some misdemeanors and small civil claims (\$10,000 or less). In addition, the Justice Court can hear cases related to violations of county ordinances, such as charges of excessive noise or dogs running at large.

Juvenile – The Juvenile Department operates a juvenile detention center, restitution and education programs, and probation services for juvenile offenders. The department keeps juveniles who are under court order in schools, educational and vocational programs, and under supervision.

Legal – The attorneys in the Legal Counsel Department are the civil lawyers and counselors for Marion County. The county law library serves attorneys, judges, litigants and the public. The law library is authorized and mandated by the state, and operates solely on revenue derived from filing fees in the Circuit Court.

Public Works – The Public Works Department is responsible for road and bridge maintenance, construction, management of the regional emergency operations center, county parks, the Buena Vista and Wheatland ferries, and disposal of solid waste, while protecting the environment and promoting recycling. Land use planning, surveying, and building inspection are also managed by Public Works.

Sheriff – The Sheriff's Office is responsible for patrol duties, traffic enforcement, criminal investigations, search and rescue, marine patrol and law enforcement contracts throughout the entire county. In addition, the Sheriff's Office manages the county jail. The Sheriff's Office also supervises parole and probation offenders in Marion County.

Treasurer – The Treasurer's Office is the cash custodian for the county and maintains records for the receipt and payment of county funds. The treasurer is also the investment manager for the county, investing funds in accordance with Oregon law and the county's investment policy, and ensuring adequate cash is available to meet county obligations.

MARION COUNTY FY 2019-20 BUDGET SUMMARY

TOTAL BUDGET

The fiscal year 2019-20 budget totals \$455,271,158. This is an \$-8,715,635 or a -1.9% **decrease** from the total fiscal year 2018-19 final budget. Oregon local budget law requires a balanced budget to be adopted by the governing body. Therefore, total resources and total requirements must be equal.

The budget includes \$103,046,544 General Fund and \$352,224,614 for all other funds. Some county departments are funded partially or entirely through the General Fund whose primary revenue is property taxes. The majority of non-General Fund revenues are federal, state, and other agencies' contracts and grants that, by law, must be spent for specific purposes. In this Summary section and throughout the remainder of this book, all current fiscal year 2018-19 budget amounts include changes through supplemental budgets.

TOTAL COUNTY RESOURCES

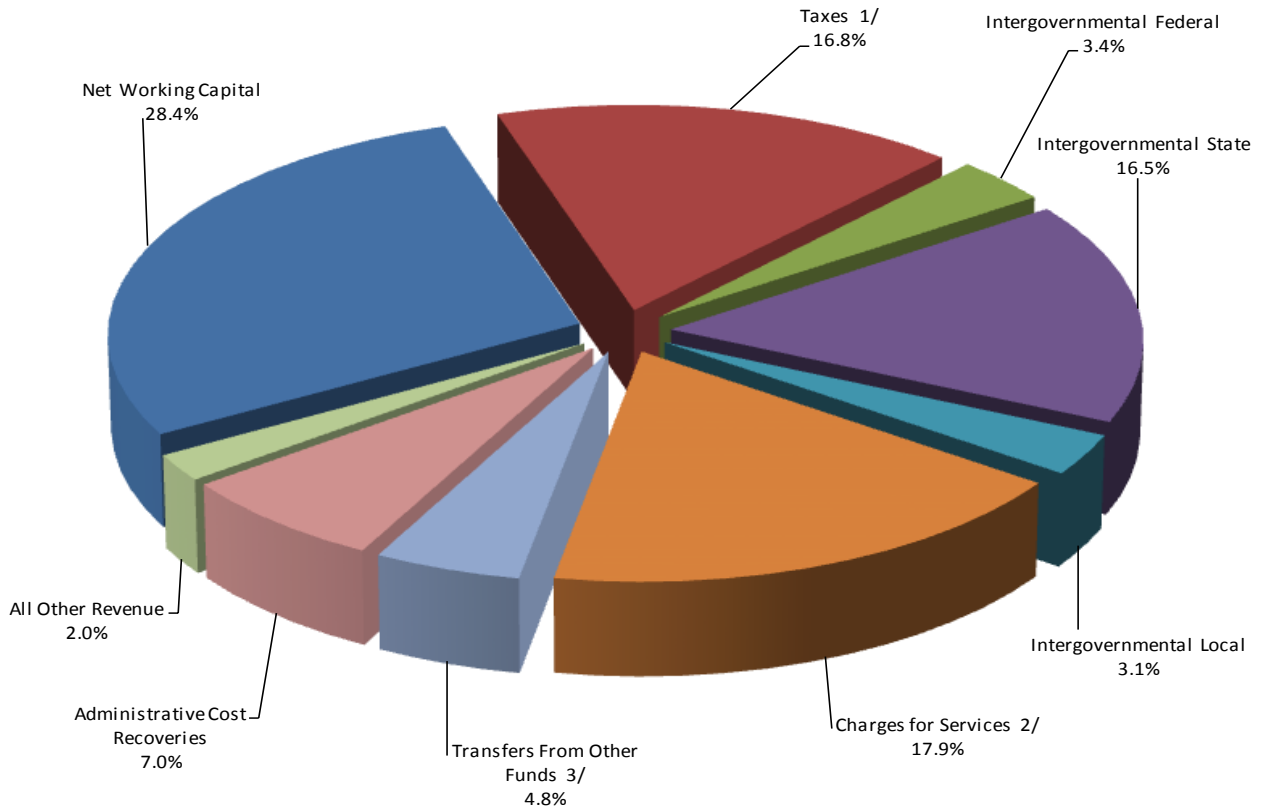
The county's revenue and other available resources are shown in major categories on the following schedules. In addition to revenues expected to be collected during the fiscal year, local budget law requires other available resources to be disclosed in the budget, including beginning net working capital, internal transactions, and transfers. These together are referred to as resources. Beginning net working capital is the prior fiscal year ending fund balance. Marion County's internal transactions are transactions between funds resulting from one department providing a service to another. The sum of revenues, net working capital, internal transactions, and transfers are the total resources. The total resources budget is \$455,271,158.

County Resources Summary
FY 2019-20

FY 16-17 ACTUAL	FY 17-18 ACTUAL	RESOURCES	FY 18-19 BUDGET	FY 19-20 REQUESTED	FY 19-20 PROPOSED	+/- % Prior Budget
68,064,503	70,388,850	Taxes	74,375,580	76,478,018	76,478,018	2.8%
3,686,976	3,852,091	Licenses and Permits	3,733,099	3,872,420	3,872,420	3.7%
9,709,302	10,274,928	Intergovernmental Federal	12,911,005	15,650,098	15,650,098	21.2%
62,723,301	73,802,446	Intergovernmental State	76,689,410	75,256,999	75,294,509	-1.8%
16,177,496	14,646,083	Intergovernmental Local	15,200,882	13,896,015	13,896,015	-8.6%
70,735,651	77,067,280	Charges for Services	80,336,088	81,656,776	81,637,824	1.6%
25,435,254	26,164,526	Admin Cost Recovery	30,853,506	31,811,504	31,774,925	3.0%
2,734,568	2,906,801	Fines and Forfeitures	2,740,391	2,817,575	2,817,575	2.8%
1,666,459	2,084,984	Interest	1,737,123	2,144,472	2,144,472	23.4%
719,891	776,070	Other Revenues	361,244	358,298	358,298	-0.8%
11,273,132	14,296,809	General Fund Transfers	18,451,915	11,122,345	12,954,722	-29.8%
5,770,938	5,947,302	Other Fund Transfers	10,213,589	8,841,758	8,967,330	-12.2%
618,832	307,818	Settlements	183,555	15,000	15,000	-91.8%
9,950,000	5,000,000	Financing Proceeds	-	-	-	n.a.
116,827,384	128,341,658	Net Working Capital	136,199,406	129,412,881	129,409,952	-5.0%
406,093,687	435,857,645	TOTAL RESOURCES	463,986,793	453,334,159	455,271,158	-1.9%

MARION COUNTY FY 2019-20 BUDGET
SUMMARY

**Marion County FY 2019-20
Total Resources**



- 1/ Total taxes include property tax collections (current year collections, delinquent taxes anticipated to be collected in the current year, and interest and penalties on delinquent tax), and cable television franchise taxes.
- 2/ Includes licenses, permits, fees, tolls, certain reimbursements, and other charges for services.
- 3/ Includes General Fund transfers to other funds as well as other transfers between funds.

MARION COUNTY FY 2019-20 BUDGET
SUMMARY

MAJOR COUNTY RESOURCES

County resources may be categorized according to like characteristics as shown on the total county resources pie chart on the previous page. Net Working Capital is a resource although it is not classified as revenue. The General Fund is the largest fund within the county. Resources specific to the General Fund are discussed in another section of this book.

County Resources Including the General Fund

A discussion of each total county major resource follows. Comparative budgets for resources are stated for fiscal years 2018-19 and 2019-20. The reasons for year-to-year budget changes in departmental and non-departmental program budgets are discussed in other parts of this book and not necessarily discussed in this section, other than some high level comparisons. Note that the amounts discussed in this section are rounded.

Total County Resources Including the General Fund

RESOURCES	FY 18-19 BUDGET	FY 19-20 BUDGET (excluding GF)	FY 19-20 GENERAL FUND BUDGET	FY 19-20 BUDGET TOTAL	INCREASE / (DECREASE) PRIOR BUDGET	+/- % PRIOR BUDGET
Net Working Capital	136,199,406	116,973,959	12,435,993	129,409,952	(6,789,454)	-5.0%
Taxes ^{1/}	74,375,580	400,000	76,078,018	76,478,018	2,102,438	2.8%
Intergovernmental Federal	12,911,005	15,011,098	639,000	15,650,098	2,739,093	21.2%
Intergovernmental State	76,689,410	70,564,971	4,729,538	75,294,509	(1,394,901)	-1.8%
Intergovernmental Local	15,200,882	13,896,015	-	13,896,015	(1,304,867)	-8.6%
Charges for Services ^{2/}	80,336,088	78,081,507	3,556,317	81,637,824	1,301,736	1.6%
Transfers From Other Funds	28,665,504	17,476,374	4,445,678	21,922,052	(6,743,452)	-23.5%
Admin Cost Recovery	30,853,506	31,774,925	-	31,774,925	921,419	3.0%
Settlements	183,555	15,000	-	15,000	(168,555)	-91.8%
Financing Proceeds	-	-	-	-	-	0.0%
All Other Revenues ^{3/}	8,571,857	8,030,765	1,162,000	9,192,765	620,908	7.2%
TOTAL RESOURCES	463,986,793	352,224,614	103,046,544	455,271,158	(8,715,635)	-1.9%

1/ Taxes outside the General Fund are trash collection fees.

2/ Includes licenses, permits, fees, reimbursements, and other charges for services.

3/ Includes fines, interest, and miscellaneous revenue.

Net Working Capital

The terms “net working capital” and “beginning fund balance” are interchangeable in budgeting and Marion County uses the term net working capital. A program’s beginning fund balance is equal to the ending fund balance of the prior year. A fund balance is the accumulation of revenues over expenditures throughout the life of the fund, essentially the unexpended portion of revenues for any given fund.

Total Net Working Capital **decreased \$6.7 million** compared to the prior fiscal year budget for all funds. The majority of the county’s current funds have Net Working Capital budgeted for FY 2019-20. A couple of funds do not budget Net Working Capital, such as internal service funds. The Central Services Fund, by rule, has no ending fund balance as it charges administrative charges to other funds in an amount equal to its total expenditures. Other funds simply do not anticipate any year-end savings to carry forward. One fund is required by law to transfer out to taxing districts all revenue received.

MARION COUNTY FY 2019-20 BUDGET SUMMARY

Taxes

Property Taxes

More than ninety-nine percent (99%) of tax revenue in the County is from **property taxes** and these are recorded in the General Fund. The property taxes, interest, and penalties total budget for FY 2019-20 is \$76.4 million.

Franchise Fees on Trash Collectors

Franchise fees are classified as a tax by local government financial rule. Franchise fees are paid by trash collectors and allocated to solid waste management activities. They are managed by the Environmental Services program of the Public Works Department.

Intergovernmental Federal

Intergovernmental federal revenue is estimated based on current information provided by state agencies for pass-through federal funds and provided by federal grantor agencies for direct grants. In some cases departments use their knowledge of federal statutory funding requirements or what discretionary funding is available, and at what level.

Oregon Department of Justice Child Support Subsidies

These are federal child support revenues passed through the Oregon Department of Justice, Division of Child Support, to maintain child support enforcement activities, which is a 66% federal match on qualified expenses for support enforcement activities pursuant to federal statute under Title IV of the Social Security Act.

Health and Human Services Grants and Contracts

These are federal funds passed through the Oregon Health Authority for public health for \$1.5 million and mental health for \$1 million for FY 2019-20 services, which is similar to the prior year funding. However, additional funding is typically received during the course of the fiscal year.

Federal Aid Highway Program

The Public Works Fund is budgeted to receive \$7.8 million from the Federal Highway Administration passed through the Oregon Department of Transportation for roads and bridges repairs. Amounts vary substantially from year-to-year as major projects are funded intermittently with a wide range of project costs.

Other Federal Revenues

A wide variety of other federal funding and their amount is received by the county each year for purposes ranging from emergency management to ferry operations to Sheriff's services provided to the federal Bureau of Indian Affairs school contract and many more.

Intergovernmental State

State revenue is estimated based on current information provided by state grant and contract officials, reinforced by quarterly state economic forecasts, trend analysis examining whatever number of years appears to best characterize a trend, and state statutory requirements to provide funding. There are numerous state grants of all sizes going to multiple funds in FY 2019-20; only the major grants are discussed below.

Gas Tax (Motor Vehicle Fuel Tax)

The gas tax is a state fuel tax calculated on a per gallon basis. Oregon's constitution is the legal authority for imposing and collecting the gas tax, and dedicates the tax revenue to transportation funding. The Oregon Department of Transportation (ODOT) is responsible for distribution of the tax revenues. Revenues must be used exclusively for the construction, reconstruction, improvement, repair, maintenance, operation and use of public highways, roads, streets, roadside rest areas, and some of the cost of administration. The Public Works Department is the recipient of all gas tax. FY 2019-20 gas tax revenue is budgeted at \$24 million, a slight increase over the prior year.

MARION COUNTY FY 2019-20 BUDGET SUMMARY

Mental Health Contracts

Mental health, alcohol and drug, and developmental disabilities contract and revenues are received from the Oregon Health Authority, Oregon Department of Human Resources, and other agencies. The funds are used for programs administered through the Health and Human Services Department and for contracting with outside non-governmental organization providers of similar services. The FY 2019-20 budget of \$21 million, is a slight decrease over the prior year.

Community Corrections Grant-in-Aid

This revenue is distributed from the Oregon Department of Corrections to the Sheriff's Office as payment for the county's assumption of responsibility for felons on parole, on probation, on post-prison supervision, sentenced to 12 months or less incarceration, and other purposes. The Sheriff's Office allocates the funding for parole and probation programs and care of county jail inmates. FY 2019-20 revenues are budgeted at \$12 million, a slight decrease over the prior year.

Video Lottery

The Oregon State Lottery Commission transfers an amount equal to 2.5% of net receipts from video lottery games, similar to casino slot machines, from the State Lottery Fund to counties, with ninety percent distributed to each county in proportion to the gross receipts from the games in each county. Funds are required to be expended on economic development activities. The Community Services Department administers the economic development programs and projects that are recommended by the county's Economic Development Advisory Board and approved by the Board of Commissioners. Video Lottery revenue is budgeted at \$1.9 million for FY 2019-20, a slight increase over the prior year.

Intergovernmental Local

Although local government revenue is occasionally received from city and foundation grants, the far greater amount of the revenue in this category comes from the Mid-Valley Behavioral Care Network (MVBCN).

Mid-Valley Behavioral Care Network (MVBCN or more commonly "BCN")

Mid-Valley Behavioral Care Network is a managed behavioral healthcare organization directed by a partnership of consumer-advocates and service providers who provide mental health and chemical dependency services. The Health and Human Services Department receives state health capitation funds passed through the BCN to provide mental health services, Community and Provider Services and special crisis and respite services. There are also small discretionary grant revenues which are used for purposes defined by an agreement with the BCN, including, but not limited to, Psychiatric Crisis Center operations. FY 2019-20 budgeted revenues total \$13.8 million which is a slight decrease from the prior year.

Charges for Services

There is a great diversity of services provided by Marion County and Charges for Services revenues reflect that diversity. Charges for services include fees for health, public safety, environmental health, surveyor, building inspection, land use planning, solid waste disposal, and dog services, as well as county fair sales, insurance assessments, various reimbursements, street assessments, ferry tolls, property leases, fleet rentals, recording fees, work crew fees, parking permits and many more.

Waste-to-Energy Tipping Fees

The Public Works Department Environmental Services Program earns solid waste disposal tipping fees collected at the Waste-to-Energy Facility located in Brooks. The plant is privately owned and operated under a contract with Marion County, with the county receiving a share of the gross receipts. Tipping revenue is relatively finite and stable because there is a limit to capacity and the plant generally operates at capacity. The \$12.8 million budgeted for FY 2019-20 is similar to the prior year.

MARION COUNTY FY 2019-20 BUDGET SUMMARY

Salem-Keizer Recycling and Transfer Station (SKRTS), North Marion and Brown's Island Tipping Fees

Customers who are not commercial garbage haulers bring garbage to SKRTS in southeast Salem, North Marion Recycling and Transfer Station in Woodburn, or Brown's Island Demolition Landfill in south Salem and pays a tipping fee. The garbage from SKRTS and North Marion is subsequently transported to the Waste-to-Energy Facility and incinerated. Compostable material goes to a commercial composting facility. Recyclable items are hauled to recycling markets. The fees are part of Environmental Services Fund general operating revenues. FY 2019-20 budgeted revenues of \$9 million which is a slight increase over the prior year.

Electricity Generation Fees

The Waste-to-Energy Facility incinerates waste at high temperature, generating steam that in turn drives turbines that generate electrical power. This electrical power is sold to Portland General Electric (PGE). Part of the fees earned from the sale of electricity goes to the county under the terms of the contract with the plant owner. The FY 2019-20 budget of \$1.6 million is consistent with the prior year. The funds are allocated to Environmental Services Fund operations.

Medicaid Fees

The Health and Human Services Department bills the state for federal Social Security Act Title XIX ("19") Medicaid fees for services. Behavioral health services for Medicaid are billed under an Office of Mental Health and Addiction Services contract. Other billings occur under Department of Human Services, Office of Medical Assistance Program for services provided to clients covered by the Oregon Health Plan. Health and Human Services Department charges are based on unit cost; however the actual reimbursement is set per the payer's reimbursement schedule. The Juvenile Department also bills federal Medicaid through the state. The fees are for provision of a standardized program of rehabilitation services to qualified youth. The Guaranteed Attendance Program (GAP) also provides these services. The \$5.3 million FY 2019-20 budget is a slight decrease over the prior budget.

Supervision Fees (Probation and Parole)

A state regulated supervision fee is assessed each adult parole and probation client. The Sheriff's Office allocates these fees to offset a portion of the cost of supervision of parole and probation clients. The FY 2019-20 budget of \$0.8 million is consistent with prior years.

Public Works Fleet Rentals

The Public Works Department collects for rental of motor pool cars and for fleet vehicle leases to departments. The FY 2019-20 revenues of \$1.5 million, a slight decrease from prior years.

Insurance

Charges for Services includes insurance charges budgeted in the Self-Insurance Fund. County departments are charged for a share of several types of county insurance costs. Significant amounts for FY 2019-20 are: medical and dental health insurance \$26.7 million; liability insurance \$1.2 million; workers' compensation insurance \$0.7 million; and group life, long-term disability and unemployment insurance total \$0.9 million. The cost of insurance has increased approximately \$1.7 million over the prior year.

Licenses and Permits

Licenses and permits revenue is estimated based on trend analysis covering five years, including review of each of the types of fees collected. State quarterly economic forecasts are also reviewed with attention to the housing industry specifically and the construction industry generally.

Structural (Building) Permits

Building inspection revenues are generated from fees for structural, mechanical, plumbing, and electrical inspections, and from permits. These are revenues managed by the Department of Public Works. The \$3.2 million FY 2019-20 budget is slight increase over the prior year.

MARION COUNTY FY 2019-20 BUDGET SUMMARY

Financing Proceeds

Financing proceeds are used to account for any bank loans, typically for construction or capital projects. There are no financing proceeds budgeted for FY 19-20.

Transfers from Other Funds

In Marion County's governmental budgeting system, resources are sometimes moved from one fund to another by means of transfer accounts. The fund receiving the transfer shows it as a fund resource. The result is that revenue is counted twice; once when revenue is initially recorded in fund "A", and a second time after transferring out of fund "A" into fund "B". One of the most common situations is a transfer from the General Fund to other funds, including capital funds, debt service funds, and operating funds that are primarily funded by non-General Fund resources but require either temporary or long-term additional funding in order to pay the full cost of providing the service. Other funds are budgeted to receive a total of \$12.9 million from the General Fund in FY 2019-20. Another \$8.9 million is budgeted for transfers between other funds, such as transfers from the Criminal Justice Assessment Fund to the Sheriff's Grant Fund and the Juvenile Grant Fund, and a variety of other transfers.

Administrative Cost Recoveries

Internal services departments provide services to all other departments and funds are recorded under Administrative Cost Recoveries. Services provided are county administration, information technology, financial management, payroll, human resources, risk management, facilities management, and legal counsel. Administrative Cost Recoveries also account for the debt service assessment for the Public Employee Retirement System.

Administrative cost recoveries are unique revenue. The maximum that can be earned is a fixed amount based on a cost allocation plan. For example, the Information Technology Department knows how much it will be allowed to charge other departments and programs for its services based on its budget approved by the budget officer. In this case, revenue is matched to expenditures. If the department expends less than budgeted, other departments will be charged accordingly and the actual revenue will be matched to the actual expenditures at fiscal year-end. The Administrative Cost Recovery revenue for FY 2019-20 is \$31.7 million, an increase of \$1 million over FY 2018-19.

Settlements

Settlement revenue comes from settling financial claims against outside parties either through legal proceeding or outside of court, and tends to be one-time. There is a total of \$15,000 settlement revenue budgeted in FY 2019-20.

All Other Revenues

The revenue categories remaining are fines and forfeitures, interest (from loans or investment earnings) and miscellaneous revenue that includes inter-fund loan principal payments, donations and private foundation grants, reimbursements, and a further variety of other small revenues. Most of these are often one-time revenues and vary substantially from year to year.

MARION COUNTY FY 2019-20 BUDGET
SUMMARY

MAJOR COUNTY REQUIREMENTS

Major categories of requirements are shown on the schedule below for the purpose of presenting data discussed in the section immediately following.

FY 2019-20 Requirements by Major Categories						
	Total Direct Expenditures	Administrative Charges *	Transfers Out	Contingency	Reserves and Ending Fund Balance	Total Requirements
General Fund	70,137,471	11,927,736	12,954,722	1,496,087	6,530,528	103,046,544
All Other Funds	243,438,283	17,694,121	8,967,330	19,285,598	62,839,282	352,224,614
Total	313,575,754	29,621,857	21,922,052	20,781,685	69,369,810	455,271,158

* Internal service charges

The amount planned for expenditure during a fiscal year is always less than the total budget. Oregon local budget law requires reporting of expenditures, internal transactions between funds, transfers, contingencies, and unappropriated ending fund balance in the total budget. These together are referred to as requirements.

The total budget includes internal transactions and transfers that are counted twice. Internal transactions are transactions between funds resulting from one department providing a service to another. On the expenditure side they are referred to as internal service (“administrative”) charges. Transfers are a special type of internal transaction that involves transferring resources out of one fund into another fund. For example, funds are transferred out of the General Fund into the Capital Improvement Projects Fund. In the General Fund, the transfer out is an expenditure, and in the Capital Improvement Projects Fund the incoming transfer is a resource which is in turn allocated to expenditures.

The total requirements budget is \$455,271,158. This is the sum of the direct expenditures, administrative charges, transfers out, contingency, reserves, and ending fund balance.

The expenditures budget is \$365,119,663. This is the total of direct expenditures, administrative charges (internal service), and transfers out. Expenditures equal true appropriation authority, e.g., authority to expend. Contingency, reserves, and ending fund balance totaling \$90,151,495 are excluded from the expenditures total.

Total direct expenditures are \$313,575,754. This is the direct expenditure (resulting in cash outlays) for Personnel Services, Materials and Services, Capital Outlay, Debt Service Principal, Debt Service Interest, and Special Payments.

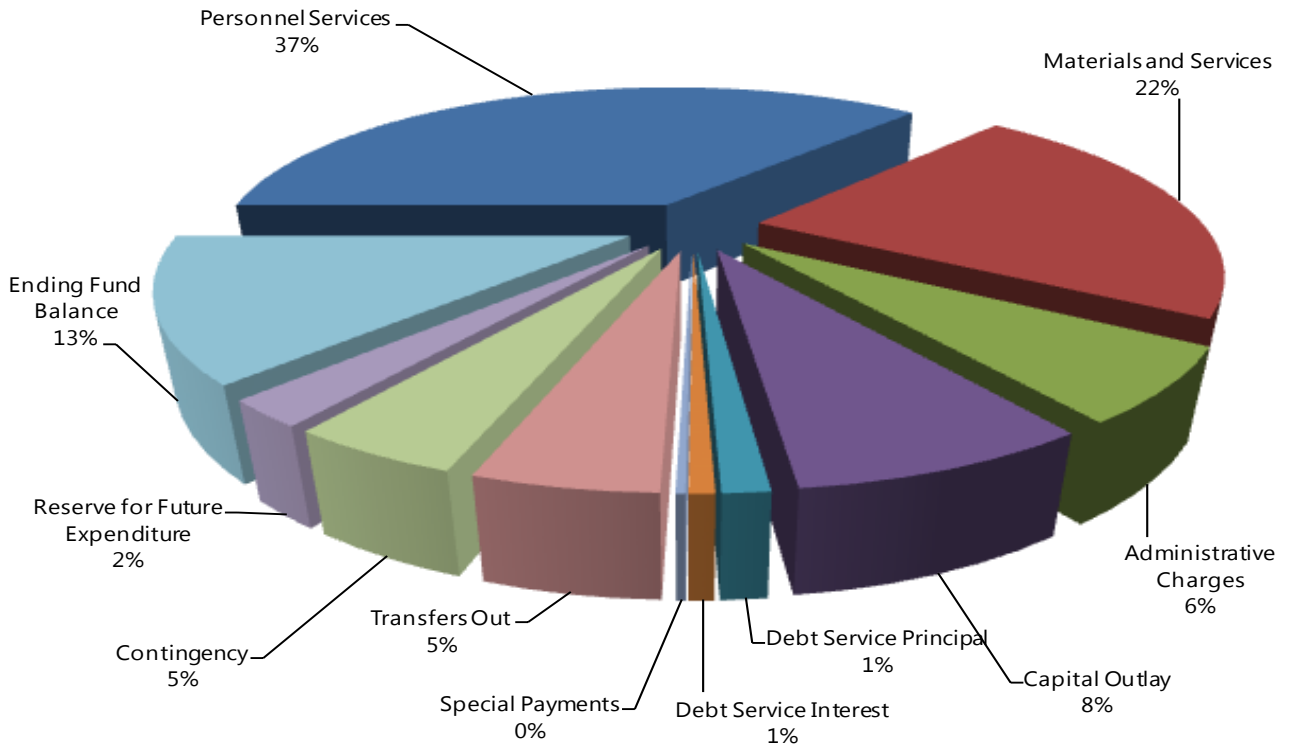
MARION COUNTY FY 2019-20 BUDGET SUMMARY

Requirements Categories

County Requirements Summary
FY 2019-20

FY 16-17 ACTUAL	FY 17-18 ACTUAL	REQUIREMENTS	FY 18-19 BUDGET	FY 19-20 PROPOSED	INCREASE / (DECREASE)	+/- % Prior Budget
133,004,904	140,875,837	Personnel Services	160,469,353	167,095,991	6,626,638	4.1%
79,464,089	83,670,056	Materials and Services	99,942,294	100,314,591	372,297	0.4%
23,217,508	23,575,828	Administrative Charges	27,782,370	29,621,857	1,839,487	6.6%
15,985,076	22,772,355	Capital Outlay	45,003,474	36,311,108	(8,692,366)	-19.3%
4,792,555	4,802,613	Debt Service Principal	5,340,120	5,676,419	336,299	6.3%
3,329,758	3,185,231	Debt Service Interest	3,198,686	3,037,677	(161,009)	-5.0%
914,068	531,456	Special Payments	1,722,451	1,139,968	(582,483)	-33.8%
17,044,070	20,244,112	Transfers Out	28,665,504	21,922,052	(6,743,452)	-23.5%
-	-	Contingency	22,442,357	20,781,685	(1,660,672)	-7.4%
-	-	Reserve for Future Expenditure	7,783,692	10,645,517	2,861,825	36.8%
-	-	Ending Fund Balance	61,636,492	58,724,293	(2,912,199)	-4.7%
277,752,029	299,657,489	TOTAL REQUIREMENTS	463,986,793	455,271,158	(8,715,635)	-1.9%

Marion County FY 2019-20 Budget Total Requirements



MARION COUNTY FY 2019-20 BUDGET
SUMMARY

Direct Operating Expenditures

The primary direct operating expenditure accounts are Personnel Services and Materials and Services.

Personnel Services

The county's personnel regulations allow for an annual five percent step increase for satisfactory service (merit). The county has a high percent of employees who have worked enough years to have reached the last step in their grade level, or are at longevity steps. There are no merit pay increases between longevity steps. A high number of employees in the step 7 and longevity steps tend to keep overall percentage pay increases lower than the five percent.

A policy of requiring vacant positions to be budgeted no higher than a step 1 has had the effect, in some funds and programs, of lowering the Personnel Services budget. This is particularly true for positions that became vacant at the time the incumbent is being paid at step 7, or longevity, and departments are not allowed to budget at the same level for replacements. All positions requested to be filled at a step higher than a step 1 require Personnel Officer approval. Periodic changes in pay grades for specific positions to bring pay within comparative local government rates ("market") also has an impact on the funds and programs involved. Over time, the mean personnel position cost has increased approximately 1.8% annually for step increases and pay adjustments.

The increase in total fringe benefits in recent years is attributable to health insurance and Public Employee Retirement System (PERS) rate increases.

The main factors that affect the total Personnel Services increase of \$6 million for FY 2019-20 over the prior year are:

- (1) An increase of 8 Full-Time Equivalent (FTE) positions were approved by the Budget Officer; this is offset by a decrease in positions in both Health and Human Services and Community Corrections due to decreased funding in FY2019-20. This resulted in an overall net decrease of 9 FTE countywide.
- (2) Normal step and merit increases.
- (3) Cost-of-living allowances for the majority of county positions; the remaining positions are in bargaining units that have not reached agreement on pay and fringe benefits.
- (4) A \$4.6 million increase in fringe benefits which are mostly attributed to PERS (Public Employee Retirement System) expenditure increase of \$4 million due to the increase in PERS rates for the 2019-21 biennium. Health and dental insurance costs also increased \$.7 million over the prior year.

Countywide Personnel Services Summary					
FY 16-17 ACTUAL	FY 17-18 ACTUAL	PERSONNEL SERVICES	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- % Prior Budget
86,502,619	89,615,524	Salaries and Wages	100,881,119	102,882,025	2.0%
46,502,285	51,260,314	Fringe Benefits	59,588,234	64,213,966	7.8%
133,004,904	140,875,837	Total Personnel Services	160,469,353	167,095,991	4.1%
1443	1477	FTE	1516	1507	-9.9%

MARION COUNTY FY 2019-20 BUDGET SUMMARY

Materials and Services

General Fund and Central Services Fund departments are not allowed to budget for across-the-board increases in Materials and Services. They are generally required to absorb inflationary increases by reducing whatever line items are considered lower priority than the inflation-driven line items, or simply do with less. There are exceptions, primarily in situations where departments are required to take on new types of expenditures, or for the non-departmental portion of either fund which are sometimes allocated funds for one-time projects that require contracted services. Other departments and programs have been allowed to reflect inflationary increases to the extent that available resources allow. Expenditures by subcategories are shown below.

Countywide Materials and Services Summary

FY 16-17 ACTUAL	FY 17-18 ACTUAL	CATEGORY	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- % Prior Budget
3,402,640	3,212,426	Supplies	3,588,951	3,608,179	0.5%
3,879,097	4,377,084	Materials	5,706,355	5,171,348	-9.4%
1,256,347	1,209,196	Communications	1,903,813	1,669,188	-12.3%
1,965,529	1,937,401	Utilities	1,995,001	1,953,969	-2.1%
34,805,343	37,296,763	Contracted Services	46,773,286	45,732,875	-2.2%
2,984,761	3,100,122	Repairs and Maintenance	3,452,095	3,782,163	9.6%
4,560,215	4,619,342	Rentals	5,185,610	5,414,407	4.4%
24,329,055	25,803,466	Insurance	28,575,315	30,304,720	6.1%
2,281,102	2,114,257	Miscellaneous	2,761,868	2,677,742	-3.0%
79,464,089	83,670,056	Total Materials and Services	99,942,294	100,314,591	0.4%

FUNDS OVERVIEW

Oregon local budget law requires the use of funds for budgeting. Funds are self-balancing accounts used to record financial resources, related liabilities and balance changes, all segregated for specific, regulated activities and objectives.¹

General Fund

A general fund is used to account for all activities for which specific types of funds are not required. The General Fund is the largest fund within the county. The General Fund supports public safety and judicial activities, assessment and taxation, county clerk, and treasury within the fund, and transfers supplemental funding to other funds and departments.

Special Revenue Funds

Special revenue funds account for revenue that by federal law, Oregon statutes, or other requirements must be dedicated to specific expenditure purposes. The majority of Marion County's funds are special revenue funds. Major funds are the Community Corrections Fund, Health and Human Services Fund, and Public Works Fund.

¹ p. 19, Local Budgeting Manual, Oregon Department of Revenue (Programs\Property Tax\Local Budget Law)

MARION COUNTY FY 2019-20 BUDGET SUMMARY

Reserve Funds

A reserve fund is a type of special revenue fund to hold moneys to be accumulated and expended for future purposes. The county has two reserve funds – the Rainy Day Fund and the Capital Building and Equipment Fund.

Debt Service Fund

A debt service fund accounts for the payment of principal and interest on all long-term debt.

Enterprise Funds

An enterprise fund accounts for services that are rendered to the general public. The county uses two enterprise funds. They are the Environmental Services Fund and the Stormwater Management Fund in the Public Works Department.

Internal Service Fund

An internal service fund is similar to an enterprise fund except services are not rendered to the public. Rather, services are rendered to other departments and activities. The county uses one internal service fund, the Central Services Fund, to account for central services such as financial management, human resources, facilities operations and maintenance, risk management, information technology, and legal counsel.

Capital Funds

Capital funds account for the acquisition and improvement of capital facilities and acquisition of capital equipment. The county currently has three capital funds budgeted.

BUDGET BY FUND REQUIRED BY LAW

The Budget Committee approves and the Board of Commissioners adopts the budget on a fund basis in accordance with Oregon local budget law. For FY 2019-20, the county currently uses 35 funds.

MARION COUNTY FY 2019-20 BUDGET
SUMMARY

FY 2019-20 Budget by Fund

FY 16-17 Expenditures	FY 17-18 Expenditures	Fund Category and Name	FY 18-19 Budget	FY 19-20 Proposed	Change from Prior year	% Change
Operations						
78,507,506	84,501,869	General Fund	104,496,458	103,046,544	(1,449,914)	-1.4%
2,528,463	2,618,239	Building Inspection	6,451,385	7,022,136	570,751	8.8%
21,825,176	22,415,323	Central Services	26,302,626	27,648,342	1,345,716	5.1%
1,602,776	1,617,688	Child Support	1,892,740	2,017,930	125,190	6.6%
15,827,805	16,122,213	Community Corrections	18,044,856	16,750,712	(1,294,144)	-7.2%
175,338	55,982	Community Services Grants	299,080	83,984	(215,096)	-71.9%
114,331	122,701	County Clerk Records	245,306	277,441	32,135	13.1%
345,813	483,251	County Fair	626,265	626,054	(211)	0.0%
1,115,204	1,224,821	District Attorney Grants	1,579,736	1,240,153	(339,583)	-21.5%
1,285,788	1,269,465	Dog Services	1,574,551	1,656,104	81,553	5.2%
-	-	Enhanced Public Safety ESSD	1,664,315	2,985,615	1,321,300	79.4%
21,010,893	22,446,726	Environmental Services	40,645,669	42,191,394	1,545,725	3.8%
1,778,593	1,908,928	Fleet Management	3,991,958	3,941,651	(50,307)	-1.3%
50,995,285	53,911,725	Health and Human Services	78,589,103	73,564,087	(5,025,016)	-6.4%
174,641	170,289	Inmate Welfare	578,325	656,163	77,838	13.5%
3,027,953	3,564,206	Juvenile Grants	3,641,256	3,317,102	(324,154)	-8.9%
827,914	951,570	Land Use Planning	1,094,488	1,222,239	127,751	11.7%
214,315	254,056	Law Library	1,016,064	1,036,717	20,653	2.0%
1,858,923	1,832,067	Lottery and Economic Dev	4,345,311	4,068,756	(276,555)	-6.4%
432,621	576,659	Parks	1,053,184	983,742	(69,442)	-6.6%
27,368,042	28,176,731	Public Works	64,399,950	66,867,739	2,467,789	3.8%
3,178,083	3,308,075	Sheriff Grants	4,143,967	4,221,307	77,340	1.9%
618,294	761,795	Stormwater Management	2,079,270	2,110,403	31,133	1.5%
534,437	446,662	Surveyor	2,810,093	2,917,226	107,133	3.8%
1,756,634	2,014,913	Traffic Safety Team	2,934,174	3,057,132	122,958	4.2%
237,104,826	250,755,954	Total Operations	374,500,130	373,510,673	(989,457)	-0.3%
Capital						
-	162,400	Capital Building and Equipment	135,994	137,101	1,107	0.8%
2,728,234	1,196,991	Capital Improvement Projects	16,392,519	13,942,661	(2,449,858)	-14.9%
4,155,507	12,160,491	Facility Renovation	14,780,926	7,992,635	(6,788,291)	-45.9%
6,883,740	13,519,883	Total Capital	31,309,439	22,072,397	(9,237,042)	-29.5%
Non-Departmental						
-	-	Block Grant	4,183	-	(4,183)	-100.0%
614,068	421,456	County Schools	1,338,829	951,000	(387,829)	-29.0%
786,366	799,809	Criminal Justice Assessment	1,531,940	1,399,346	(132,594)	-8.7%
7,464,077	7,620,291	Debt Service	10,819,208	11,424,847	605,639	5.6%
42,163	332,570	Non-Departmental Grants	1,121,642	1,154,742	33,100	3.0%
-	-	Rainy Day	2,281,631	2,312,431	30,800	1.3%
24,490,421	26,011,923	Self Insurance	40,333,461	41,764,410	1,430,949	3.5%
366,367	195,603	Tax Title Land Sales	746,330	681,312	(65,018)	-8.7%
33,763,462	35,381,652	Total Non-Departmental	58,177,224	59,688,088	1,510,864	2.6%
277,752,029	299,657,489	Total Budget	463,986,793	455,271,158	(8,715,635)	-1.9%

MARION COUNTY FY 2019-20 BUDGET
SUMMARY

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MARION COUNTY FY 2019-20 BUDGET SUMMARY

FY 2019-20 Budget by Fund by Department

Fund	Assessor's Office	Board of Commissioners Office	Business Services	Clerk's Office	Community Services	District Attorney's Office	Finance	Health and Human Services	Information Technology	Justice Court	Juvenile	Legal	Public Works	Sheriff's Office	Treasurer's Office	Capital	Non Departmental Operations	Fund Total
OPERATIONS																		
General Fund	6,680,603			3,011,403	853,773	9,718,302				1,014,175	13,014,942			43,918,746	498,059		24,336,541	103,046,544
Building Inspection													7,022,136					7,022,136
Central Services		2,947,882	8,110,685				2,997,698		11,653,711			1,812,654					125,712	27,648,342
Child Support						2,017,930												2,017,930
Community Corrections														16,750,712				16,750,712
Community Services Grants					83,984													83,984
County Clerk Records				277,441														277,441
County Fair					626,054													626,054
District Attorney Grants						1,240,153												1,240,153
Dog Services					1,656,104													1,656,104
Enhanced Public Safety ESSD														2,985,615				2,985,615
Environmental Services													42,191,394					42,191,394
Fleet Management													3,941,651					3,941,651
Health and Human Services								73,564,087										73,564,087
Inmate Welfare														656,163				656,163
Juvenile Grants											3,317,102							3,317,102
Land Use Planning													1,222,239					1,222,239
Law Library												1,036,717						1,036,717
Lottery and Economic Dev					4,068,756													4,068,756
Parks													983,742					983,742
Public Works													66,867,739					66,867,739
Sheriff Grants														4,221,307				4,221,307
Stormwater Management													2,110,403					2,110,403
Surveyor													2,917,226					2,917,226
Traffic Safety Team														3,057,132				3,057,132
CAPITAL																		
Capital Building and Equipment																137,101		137,101
Capital Improvement Projects																13,942,661		13,942,661
Facility Renovation																7,992,635		7,992,635
NON-DEPARTMENTAL																		
County Schools																	951,000	951,000
Criminal Justice Assessment																	1,399,346	1,399,346
Debt Service																	11,424,847	11,424,847
Non Departmental Grants																	1,154,742	1,154,742
Rainy Day																	2,312,431	2,312,431
Self Insurance																	41,764,410	41,764,410
Tax Title Land Sales																	681,312	681,312
GRAND TOTAL	6,680,603	2,947,882	8,110,685	3,288,844	7,288,671	12,976,385	2,997,698	73,564,087	11,653,711	1,014,175	16,332,044	2,849,371	127,256,530	71,589,675	498,059	22,072,397	84,150,341	455,271,158
FTE	51.0	15.0	65.0	14.7	21.7	91.1	20.6	451.2	63.0	8.0	108.2	11.8	225.3	357.5	2.5	N/A	N/A	1506.6

MARION COUNTY FY 2019-20 BUDGET
SUMMARY

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MARION COUNTY FY 2019-20 BUDGET SUMMARY

GENERAL FUND SUMMARY

The General Fund is allocated to eight departments plus non-departmental activities that are covered individually in another section of this book. The departments are Assessor's Office, Community Services Department, Clerk's Office, District Attorney's Office, Justice Court, Juvenile Department, Sheriff's Office, and Treasurer's Office. The Clerk's Office, Community Services Department, District Attorney's Office, Juvenile Department, and Sheriff's Office also have other funds that support their operations.

The General Fund is used to account for all activities for which specific types of funds are not required. The General Fund is the largest fund within the county. The General Fund FY 2019-20 budget is \$103,046,544, a \$-1,499,914 or -1.4% decrease from the prior year. Detail for each General Fund resource can be found in the detail section of this book.

General Fund Major Resources

Property Taxes

The majority of general fund revenues are derived from property taxes. The FY 2019-20 estimated total property tax collections for Marion County is \$75,740,488. The total is comprised of \$74,410,488 current taxes, \$1,030,000 collection of prior years' delinquent taxes, and \$300,000 in property tax interest and penalties. This revenue is part of a broader Taxes category that includes other types of taxes, which are estimated at \$337,530 for FY 2019-20.

The following table of current year property taxes shows that FY 2019-20 current year property tax collections are budgeted to increase by 4.3% over the prior year, as recommended by the county Council of Economic Advisors.

Current Year Property Tax History

FY 10-11 Actual	FY 11-12 Actual	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Estimate	FY 19-20 Budget
53,117,512	54,529,383	55,130,146	57,397,291	60,078,181	63,274,521	65,801,530	68,409,263	71,342,750	74,410,488
1.93%	2.66%	1.10%	4.11%	4.67%	5.32%	3.99%	3.96%	4.29%	4.30%

Chapter 530 Forest Rehabilitation

This revenue refers to ORS Chapter 530 regarding acquisition and development of state forests. Revenues generated from timber sales on lands acquired by the state at no cost, or acquired from counties, in Marion County's district are distributed to the county, county school fund, and taxing districts on which the lands are situated. The basis of revenue is primarily state estimates based on planned board feet of timber to be harvested, which varies considerably from year-to-year depending on state forestry work plans. This revenue is recorded within the Intergovernmental State revenue category.

State Oregon Liquor Control Commission (OLCC) – General

The State of Oregon distributes OLCC funds to local governments as state shared revenue. Estimates are based on state forecasts. The revenue is recorded within the Intergovernmental State revenue category.

Assessment and Taxation Apportionment

This revenue source is a county assessment funding assistance state grant to counties under Oregon statute. The funds paid to each county are a percentage of the Assessor's Office budget, plus the Board of Property Tax Appeals budget in the Clerk's Office. However, the pool of state revenue available to distribute to counties may also be adjusted by the state. Estimates are based on state forecasts. This revenue is recorded in the Intergovernmental State category.

County Clerk Recording Fees

Fees are established by state statute for recording documents at the offices of county clerks. Recording revenue is highly dependent on the level of activity in the real estate and mortgage markets, particularly home and home loan markets. The budget estimate for FY 2019-20 is \$1.2 million. This revenue is within the Charges for Services category.

Net Working Capital

Net Working Capital is a substantial part of the General Fund. Net working capital is the unexpended balance, or savings, of a fund after the end of a fiscal year that carries over into the following fiscal year as a resource. Net Working Capital is budgeted at \$12.4 million for FY 2019-20, a decrease from the prior year.

MARION COUNTY FY 2019-20 BUDGET
SUMMARY

General Fund Income Summary

FY 2019-20

FY 16-17 ACTUAL	FY 17-18 ACTUAL	CATEGORY	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- % Prior Budget
<u>RESOURCES</u>					
67,689,807	69,999,101	Taxes	73,975,580	76,078,018	2.8%
64,825	59,275	Licenses and Permits	65,000	65,000	0.0%
596,789	952,622	Intergovernmental Federal	636,000	639,000	0.5%
4,299,281	4,508,647	Intergovernmental State	4,726,648	4,729,538	0.1%
4,337,751	4,289,500	Charges for Services	4,046,856	3,556,317	-12.1%
241,011	227,722	Fines and Forfeitures	210,000	215,000	2.4%
750,306	875,738	Interest	762,790	850,000	11.4%
18,899	34,454	Other Revenues	30,000	32,000	6.7%
4,007,582	4,334,766	Other Fund Transfers	4,531,320	4,445,678	-1.9%
-	977	Settlements	-	-	n.a.
11,232,586	14,731,332	Net Working Capital	15,512,264	12,435,993	-19.8%
93,238,838	100,014,132	TOTAL RESOURCES	104,496,458	103,046,544	-1.4%

REQUIREMENTS

BY DEPARTMENT

5,599,628	5,665,930	Assessor's Office	6,312,170	6,680,603	5.8%
2,431,514	2,597,045	Clerk's Office	2,909,751	3,011,403	3.5%
809,893	823,563	Justice Court	1,001,279	1,014,175	1.3%
635,856	761,025	Community Services	886,388	853,773	-3.7%
8,570,582	8,687,118	District Attorney's Office	9,503,889	9,718,302	2.3%
9,772,098	10,109,123	Juvenile	12,389,185	13,014,942	5.1%
37,352,845	39,656,320	Sheriff's Office	43,319,797	43,918,746	1.4%
385,418	419,265	Treasurer's Office	477,242	498,059	4.4%

Non Departmental Operations

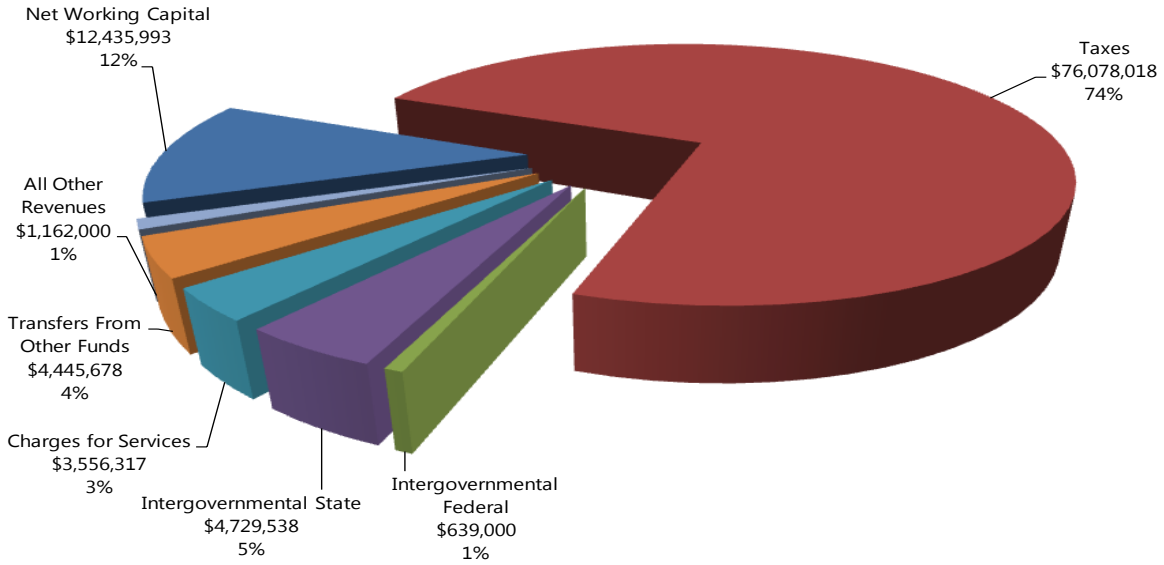
966,453	768,236	Materials and Services	2,009,785	2,490,315	23.9%
710,085	717,434	Administrative Charges	781,422	864,889	10.7%
11,273,132	14,296,809	Transfers Out	18,451,915	12,954,722	-29.8%
-	-	Contingency	1,191,046	1,496,087	25.6%
-	-	Ending Fund Balance	5,262,589	6,530,528	24.1%
78,507,505	84,501,869	TOTAL REQUIREMENTS	104,496,458	103,046,544	-1.4%

BY CATEGORY

48,430,874	50,900,874	Personnel Services	56,537,774	57,911,347	2.4%
9,566,983	9,747,011	Materials and Services	11,420,440	12,226,124	7.1%
9,236,516	9,557,174	Administrative Charges	11,632,694	11,927,736	2.5%
11,273,132	14,296,809	Transfers Out	18,451,915	12,954,722	-29.8%
-	-	Contingency	1,191,046	1,496,087	25.6%
-	-	Ending Fund Balance	5,262,589	6,530,528	24.1%
78,507,505	84,501,869	TOTAL REQUIREMENTS	104,496,458	103,046,544	-1.4%

MARION COUNTY FY 2019-20 BUDGET SUMMARY

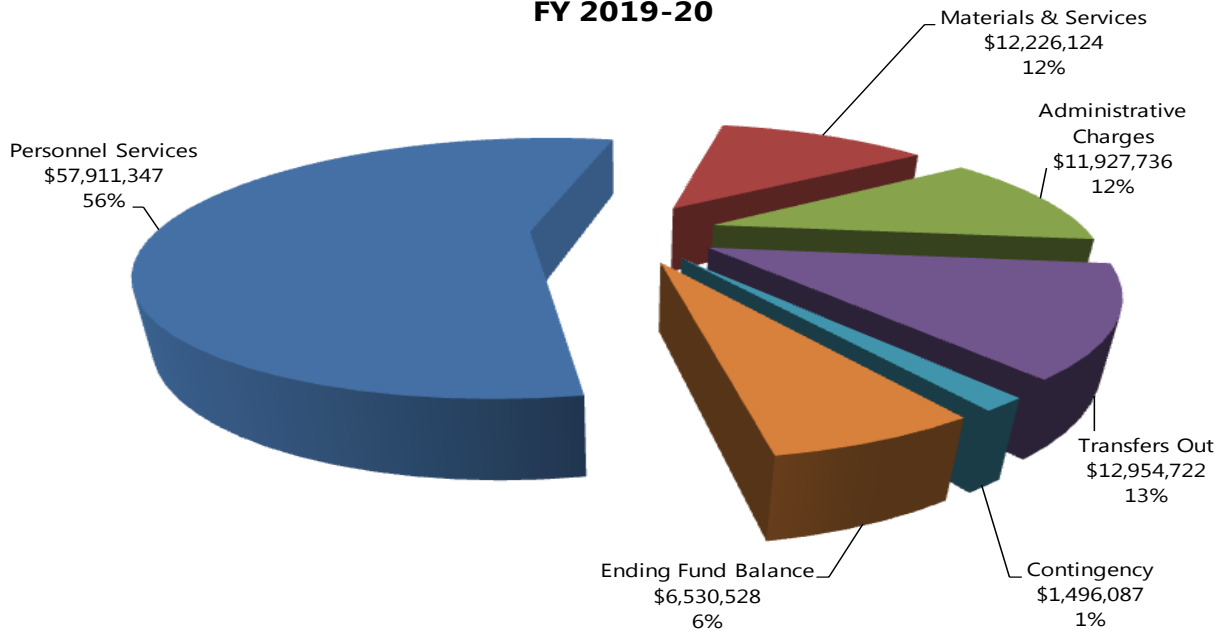
General Fund Resources - By Category FY 2019-20



General Fund Major Requirements by Category

As discussed earlier, Oregon local budget law requires reporting of expenditures, internal transactions between funds, transfers, contingencies, and unappropriated ending fund balance in the total budget. These together are referred to as requirements. The direct expenditures are personnel services, materials and services, administrative charges (internal service), and transfers out. Expenditures equal true appropriation authority, e.g., authority to expend. Contingency and ending fund balance are excluded from the expenditures total.

General Fund Requirements - By Category FY 2019-20

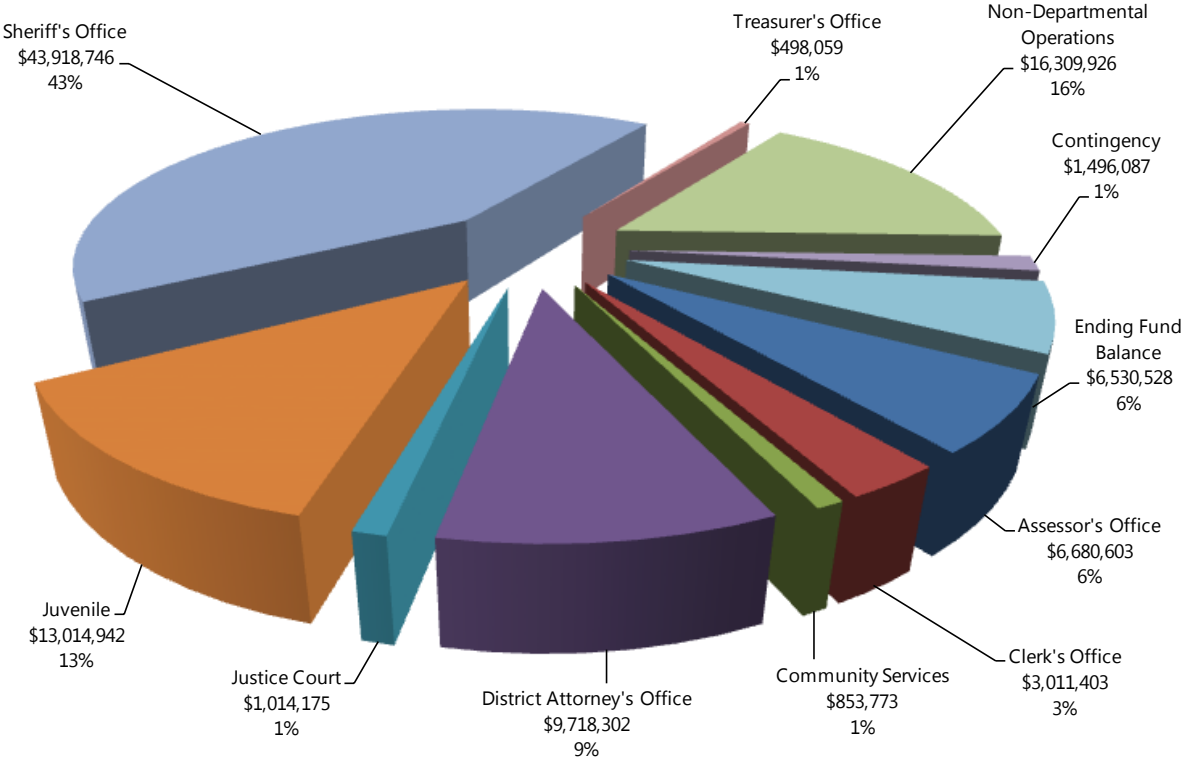


MARION COUNTY FY 2019-20 BUDGET SUMMARY

General Fund Requirements by Department

As noted earlier, the General Fund is allocated to eight departments plus non-departmental activities that are covered individually in another section of this book. The departments are: Assessor’s Office, Community Services Department, Clerk’s Office, District Attorney’s Office, Justice Court, Juvenile Department, Sheriff’s Office, and Treasurer’s Office.

**General Fund Requirements - By Department
FY 2019-20**

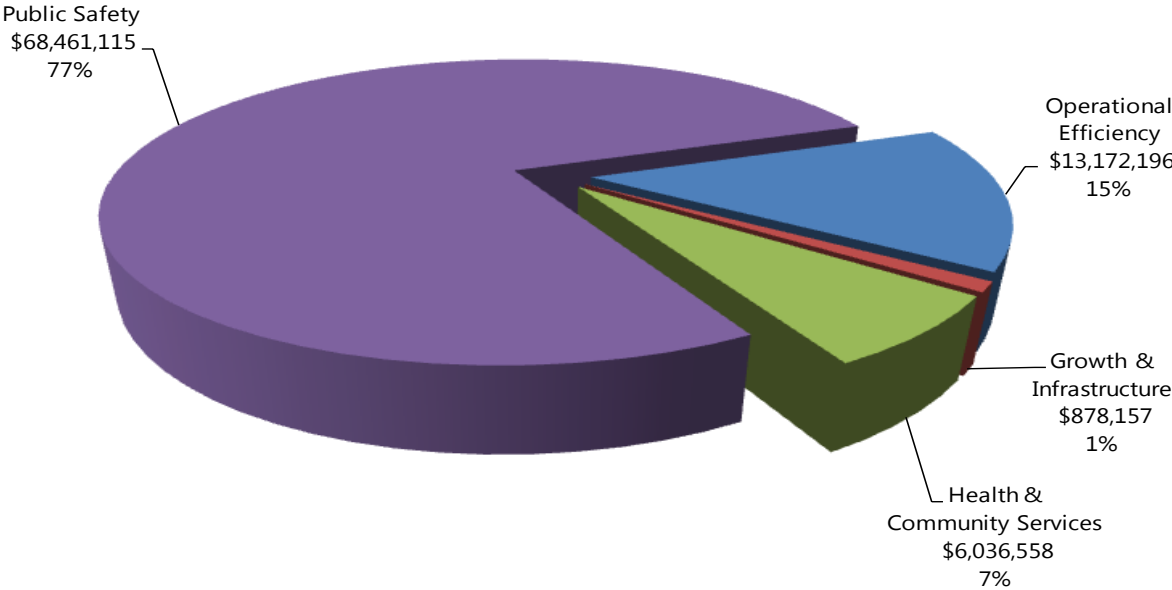


MARION COUNTY FY 2019-20 BUDGET
SUMMARY

General Fund Allocation to Goal Areas

As noted in the Strategic Direction section of the budget, the county has seven goals which are linked to department key indicators. The General Fund directly supports four of those goals, with the majority being allocated to Public Safety.

**General Fund Budget - By Goal Areas
FY 2019-20**



Note: The total amount allocated to the goal areas on which the chart is based does not include contingency and ending fund balance, which are not appropriated for specific departmental and goal purposes, as well as non-departmental debt service, administrative charges and capital outlay.

MARION COUNTY FY 2019-20 BUDGET
SUMMARY

CENTRAL SERVICES FUND SUMMARY

The Central Services Fund is allocated to five departments plus non-departmental activities that are covered individually in another section of this book. The departments are Board of Commissioners' Office, Business Services Department, Finance Department, Information Technology Department, and Legal Counsel.

The Central Services Fund is used to account for internal services provided by central administration. The services are charged to departments and other activities in the form of assessments. The revenue received by central services departments is called administrative cost recovery and the expenditures charged to departments are referred to as administrative charges. For FY 2019-20, the budget for the Central Services Fund is \$27,648,342, which is a \$1.34 million increase over the prior budget.

Central Services Fund Income Summary

FY 2019-20

FY 16-17 ACTUAL	FY 17-18 ACTUAL	CATEGORY	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- % Prior Budget
RESOURCES					
729,260	817,681	Charges for Services	602,261	585,918	-2.7%
20,642,567	21,049,934	Admin Cost Recovery	24,811,193	26,480,358	6.7%
94	7,213	Other Revenues	-	250	n.a.
407,008	493,246	General Fund Transfers	849,773	491,816	-42.1%
46,247	47,249	Other Fund Transfers	39,399	90,000	128.4%
21,825,176	22,415,323	TOTAL RESOURCES	26,302,626	27,648,342	5.1%
REQUIREMENTS					
<i>BY DEPARTMENT</i>					
2,374,412	2,449,090	Board of Commissioners Office	2,794,951	2,947,882	5.5%
6,525,870	6,882,747	Business Services	7,639,163	8,110,685	6.2%
1,419,699	1,564,529	Legal	1,742,193	1,812,654	4.0%
2,346,357	2,471,087	Finance	2,766,499	2,997,698	8.4%
9,000,679	9,002,261	Information Technology	11,103,062	11,653,711	5.0%
158,158	45,609	Non Departmental Operations	256,758	125,712	-51.0%
21,825,175	22,415,324	TOTAL REQUIREMENTS	26,302,626	27,648,342	5.1%
<i>BY CATEGORY</i>					
16,800,369	17,474,526	Personnel Services	19,452,185	21,075,736	8.3%
3,317,887	3,234,819	Materials and Services	4,917,368	4,506,322	-8.4%
1,706,919	1,705,979	Administrative Charges	1,933,073	2,066,284	6.9%
21,825,175	22,415,324	TOTAL REQUIREMENTS	26,302,626	27,648,342	5.1%

MARION COUNTY FY 2019-20 BUDGET SUMMARY

Central Services Major Resources

Administrative Cost Recovery

The majority of Central Services Fund revenue is derived from Administrative Cost Recovery assessments. The following list is for services rendered to other budgeted departments and activities.

- County Administration Allocation – Board of Commissioners’ Office county administration services; this does not include the governing body, e.g., the commissioners’ personnel services expenditures.
- Business Services Allocation – Business Services Department administration, e.g., department director, support staff and services.
- Facilities Management Allocation – Business Services Department repairs, preventative maintenance, renovations and construction management services regarding county facilities.
- Courier Allocation – Business Services Department inter-department mail delivery services.
- Risk Management Allocation – Business Services Department management of auto, general liability, and workers’ compensation claims as well as procuring appropriate insurance coverage.
- Human Resources Allocation – Business Services Department management of employee services and systems.
- Legal Services Allocation – Legal Department legal counsel and representation to county departments.
- Information Technology Allocation – Information Technology (IT) Department administration, day-to-day operations of the county’s IT systems and services, desktop voice and data services, and a further wide range of computer and telephone systems management, support and training.
- FIMS Allocation – IT Department direct cost of operating the county FIMS (financial information management system).
- Finance Allocation – Finance Department administration, accounting, payroll, procurement, contracting, and budgeting services.
- MCBEE Allocation – Non-Departmental Marion County Business Enterprise Enhancement program to re-engineer and integrate county business processes and software infrastructure.

Charges for Services

Services to agencies outside the county budget, such as service districts, are billed and the revenue credited to Charges for Services rather than administrative cost recovery. Occasionally, central service departments request work to be done by other departments that is outside the scope of the budgeted expenditures of the departments providing the service. The revenue from these services is credited to Charges for Services.

General Fund Transfers

With the exception of the Board of Commissioners’ Office governing body, Central Services Fund departments seldom receive General Fund Transfers. The Non-Departmental Marion County Business Enterprise Enhancement (MCBEE) program is often allocated General Fund for special purposes that vary annually.

Other Fund Transfers

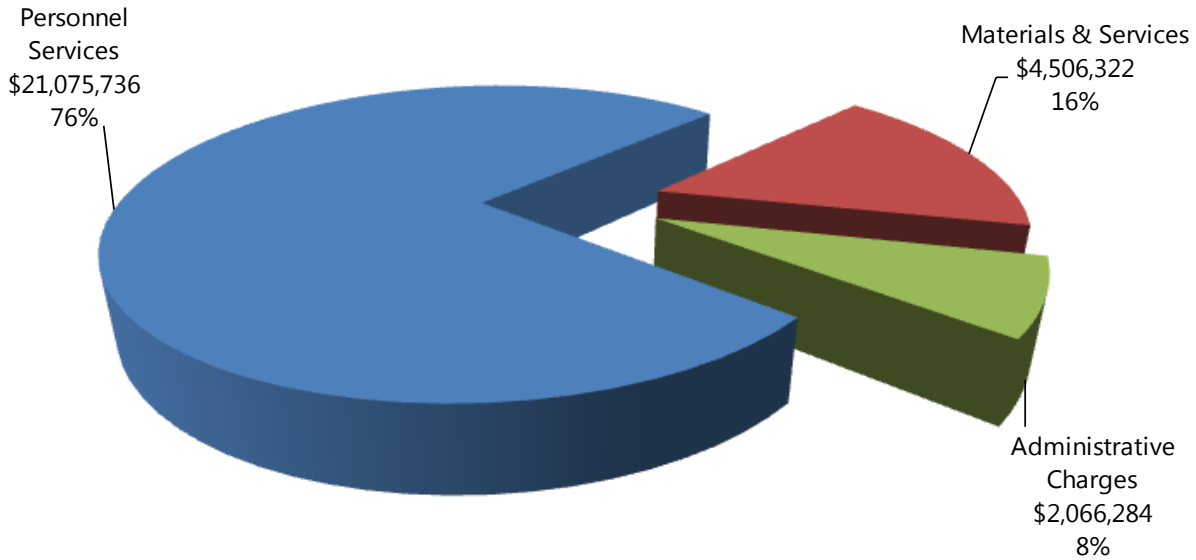
These annual transfers are from the Tax Title Land Sales Fund to the Finance Department in the Central Services Fund to cover the compensation of a Property Specialist who spends their time handling the sale of real property for the county.

MARION COUNTY FY 2019-20 BUDGET SUMMARY

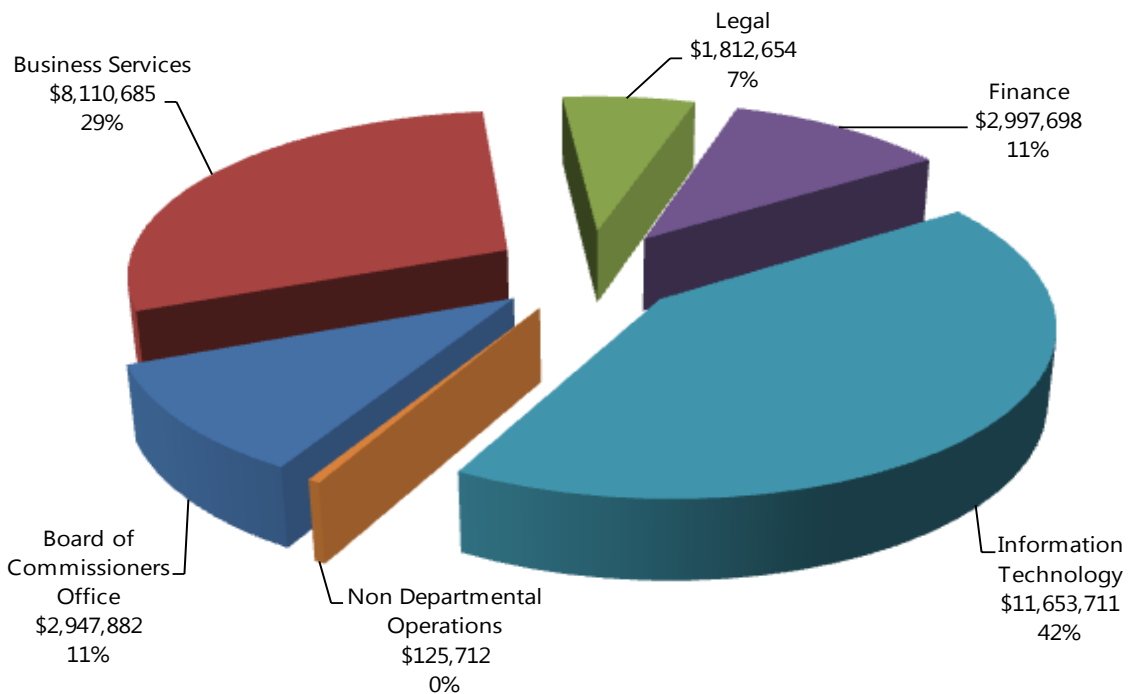
Central Services Major Requirements

The total Central Services Fund requirements budget is \$27.6 million. Direct expenditures are for Personnel Services, Materials and Services, and Administrative Charges (internal service). The Central Service requirements budget is allocated to expenditures by category and department as shown in the following charts.

Central Services Requirements by Category - FY 2019-20 Budget



Central Services Requirements by Department - FY 2019-20 Budget



MARION COUNTY FY 2019-20 BUDGET SUMMARY

Personnel Services

In FY 2019-20, most Central Services Fund departments and programs have overall increases in salaries and wages driven by normal merit (step) increases. In addition, there were four new positions added to the Central Services Fund in the following departments: two positions in Business Services, one position in Finance, and one position in Information Technology.

Central Services Fund Personnel Services Summary					
FY 16-17 ACTUAL	FY 17-18 ACTUAL	PERSONNEL SERVICES	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- % Prior Budget
11,066,156	11,280,712	Salaries and Wages	12,390,350	13,156,400	6.2%
5,734,212	6,193,814	Fringe Benefits	7,061,835	7,919,336	12.1%
16,800,368	17,474,526	Total Personnel Services	19,452,185	21,075,736	8.3%
161.80	168.00	FTE	172.60	173.60	0.6%

Materials and Services

Central Services Fund departments and programs are not generally allowed to budget for across-the-board increases in Materials and Services (M&S). Inflationary increases are offset by reducing whatever line items are considered lower priority than inflation-driven line items. However, some service contracts have built-in annual increases that typically cannot be absorbed in the budget, and therefore, the overall M&S allocation is increased. Some cost increases are not related to inflation.

Central Services Fund Materials and Services Summary					
FY 16-17 ACTUAL	FY 17-18 ACTUAL	MATERIALS AND SERVICES	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- % Prior Budget
210,501	192,610	Supplies	221,135	223,248	1.0%
315,556	211,888	Materials	414,631	411,066	-0.9%
214,937	193,027	Communications	323,742	328,358	1.4%
105,557	105,779	Utilities	122,270	126,288	3.3%
611,108	581,697	Contracted Services	1,472,006	973,148	-33.9%
1,359,853	1,436,346	Repairs and Maintenance	1,709,039	1,821,805	6.6%
224,842	220,070	Rentals	233,110	234,549	0.6%
275,534	293,401	Miscellaneous	421,435	387,860	-8.0%
3,317,888	3,234,818	Total Materials and Services	4,917,368	4,506,322	-8.4%

Administrative Charges

Central Services Fund departments are the providers of services for which other departments are charged, including services provided by Central Services Fund departments to each other. For example, the Finance Department charges each of the other central services departments for financial services rendered. Administrative cross-charges include county administration, information technology, financial management, payroll, human resources, risk management, facilities management, custodial, and legal counsel. Administrative charges are a fixed amount based on a cost allocation plan. Departments have little control over the amount of administrative charges expenditures. Budgeted Central Services Fund administrative charges total \$2 million for FY 2019-20, a slight increase over the prior year. A breakdown of Administrative Charges is shown in each department's budget, on the last page of the detail section under Requirements.

MARION COUNTY FY 2019-20 BUDGET
SUMMARY

PROGRAMS FUNDED IN PART BY STATE RESOURCES

SUMMARY OF MAJOR PROGRAMS FUNDED IN PART BY STATE RESOURCES (ORS 294.444)				
	Fiscal Year 2016-17 Actual	Fiscal Year 2017-18 Actual	Fiscal Year 2018-19 Budget	Fiscal Year 2019-20 Budget
ASSESSMENT AND TAXATION				
General Resources	\$ 4,611,127	\$ 4,696,350	\$ 5,291,120	\$ 5,665,291
State Resources	1,052,874	1,032,257	1,103,493	1,103,493
Total Resources	\$ 5,664,001	\$ 5,728,607	\$ 6,394,613	\$ 6,768,784
Total Requirements	\$ 5,664,001	\$ 5,728,607	\$ 6,394,613	\$ 6,768,784
COMMUNITY CORRECTIONS				
State Resources	9,287,933	11,588,970	11,578,549	10,660,059
Other Revenue	3,423,815	1,570,445	1,935,958	2,071,129
Total Resources	\$ 12,711,748	\$ 13,159,415	\$ 13,514,507	\$ 12,731,188
Total Requirements	\$ 12,070,223	\$ 12,086,509	\$ 13,514,507	\$ 12,731,188
JAIL OPERATIONS				
General Resources	\$ 16,369,925	\$ 17,042,244	\$ 18,688,474	\$ 19,297,087
State Resources	4,338,906	4,650,270	4,892,006	4,638,965
Federal Resources	127,322	23,200	23,573	-
Other Revenue	1,352,801	1,286,537	1,088,101	1,153,090
Total Resources	\$ 22,188,954	\$ 23,002,251	\$ 24,692,154	\$ 25,089,142
Total Requirements	\$ 21,624,950	\$ 22,546,160	\$ 24,692,154	\$ 25,089,142
DISTRICT ATTORNEY				
General Resources	\$ 8,982,316	\$ 9,149,691	\$ 10,057,406	\$ 10,259,695
State Resources	450,693	455,559	518,234	507,294
Federal Resources	1,669,910	1,676,743	1,869,141	1,770,090
Other Revenue	524,213	552,514	531,584	439,306
Total Resources	\$ 11,627,132	\$ 11,834,507	\$ 12,976,365	\$ 12,976,385
Total Requirements	\$ 11,288,561	\$ 11,529,628	\$ 12,976,365	\$ 12,976,385
JUVENILE CORRECTIONS & PROBATION				
General Resources	\$ 10,695,968	\$ 11,092,660	\$ 12,468,029	\$ 13,014,942
State Resources	1,252,287	1,091,237	1,197,389	1,184,308
Federal Resources	483,438	329,190	429,800	270,400
Other Revenue	1,369,739	2,128,406	1,935,223	1,862,394
Total Resources	\$ 13,801,432	\$ 14,641,493	\$ 16,030,441	\$ 16,332,044
Total Requirements	\$ 12,800,050	\$ 13,673,328	\$ 16,030,441	\$ 16,332,044
PUBLIC HEALTH				
General Resources	\$ 2,463,904	\$ 2,308,797	\$ 2,396,473	\$ 2,403,856
State Resources	916,942	1,667,004	2,100,552	1,890,761
Federal Resources	2,077,753	1,946,256	1,906,225	1,751,765
Other Revenue	7,662,273	8,142,695	8,187,163	6,737,097
Total Resources	\$ 13,120,872	\$ 14,064,753	\$ 14,590,413	\$ 12,783,479
Total Requirements	\$ 8,620,071	\$ 9,104,923	\$ 14,590,413	\$ 12,783,479
MENTAL HEALTH AND CHEMICAL DEPENDENCY				
General Resources	\$ 1,266,486	\$ 1,421,593	\$ 1,398,825	\$ 1,510,426
State Resources	18,193,881	23,272,509	22,028,940	22,181,286
Federal Resources	1,849,514	1,839,032	1,092,865	1,029,020
Other Revenue	38,912,486	37,145,648	39,478,061	36,059,876
Total Resources	\$ 60,222,368	\$ 63,678,782	\$ 63,998,691	\$ 60,780,608
Total Requirements	\$ 42,375,215	\$ 44,806,802	\$ 63,998,691	\$ 60,780,608
ROADS				
General Resources	\$ 118,782	\$ 149,786	\$ 248,307	\$ 205,761
State Resources	20,738,619	23,378,027	25,888,250	25,783,250
Federal Resources	2,240,438	2,418,404	6,279,373	9,063,855
Other Revenue	30,717,308	30,423,480	31,984,020	31,814,873
Total Resources	\$ 53,815,147	\$ 56,369,697	\$ 64,399,950	\$ 66,867,739
Total Requirements	\$ 27,368,042	\$ 28,176,731	\$ 64,399,950	\$ 66,867,739
ECONOMIC DEVELOPMENT				
General Resources	\$ 358,645	\$ 441,349	\$ 724,588	\$ 702,089
State Resources	53,667	53,167	103,167	53,167
Video Lottery Resources	1,956,657	2,136,714	2,189,897	2,317,993
Federal Resources	-	40,061	9,939	100,000
Other Revenue	2,802,367	3,031,589	3,088,473	2,743,800
Total Resources	\$ 5,171,336	\$ 5,702,879	\$ 6,116,064	\$ 5,917,049
Total Requirements	\$ 3,032,650	\$ 3,266,888	\$ 6,116,064	\$ 5,917,049

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

ASSESSOR'S OFFICE

ASSESSOR'S OFFICE



MISSION STATEMENT

To effectively and efficiently implement the property tax statutes of the State of Oregon.

GOALS AND OBJECTIVES

- Goal 1 Communications - Guide decision processes, retain and motivate staff, efficiently and fully inform taxpayers, and defend and improve the administrative efficiency of the property tax system.
- Objective 1 Maintain and update the department strategic plan through a combination of staff and management input. Share with staff and county management.
 - Objective 2 Ensure the department website and mailed tax statements provide a maximally informative, user-friendly experience through updates and improvements.
 - Objective 3 Participate in stakeholder discussions, provide data, and testify regarding the administrative impacts of tax legislation.
- Goal 2 Recruitment and Training - Actively recruit and develop a diverse, highly qualified, motivated staff producing quality output at high volume. Develop future leadership for the department.
- Objective 1 Expand the recruitment pipeline via outreach. Eliminate barriers to job applicants of diverse socioeconomic and cultural backgrounds.
 - Objective 2 Establish training and competency goals for each job classification.
 - Objective 3 Formulate a personalized training plan for each employee based on their current position requirements, skills, and career interests.
- Goal 3 Technology - Ensure data and systems integrity and security, increase assessment efficiencies and quality, conserve resources, and enhance service by exploring and adopting progressive technologies.
- Objective 1 Evaluate assessment and taxation software systems. Convert to a new system as the county budget and staffing permits.
 - Objective 2 Continue conversion from paper to digital records.
 - Objective 3 Adopt technology to enhance the efficiency, accuracy, and reliability of processes. Examples include a regularly scheduled program of aerial photography, expanded use of GIS for data reference and analysis, workflow tracking, and adoption of field devices for appraisal staff.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

ASSESSOR'S OFFICE

DEPARTMENT OVERVIEW

The Assessor's Office is responsible for the appraisal and assessment of property in Marion County per Oregon statute, administrative rule, and court decisions. The voters of Marion County elect the Assessor to a four-year term to lead and manage the office.

Most residential, farm, forest, commercial, industrial, and personal property in the county is valued and assessed by the Assessor's Office. Exceptions include higher-value industrial properties and centrally assessed properties such as railroads and utilities, appraised by the Oregon Department of Revenue (DOR). More than 400 tax districts and special districts certify tax rates, bonds, levies, and special assessments to the Assessor's Office for assessment, collection, and distribution of revenue to the districts. These districts, in turn, provide services to the citizens of Marion County.

Under Oregon's unique property tax system, most property is assessed at the lower of Real Market Value (RMV), the estimated price at which the property would sell in an open market, or Maximum Assessed Value (MAV), a statutorily defined value. Exceptions include the large number of specially assessed farm and forest properties that are assessed on formula-driven values, the many exempt or partially exempt properties, and properties in Measure 5 compression.

Market values must be estimated annually for each property according to statute and recognized appraisal principles and standards. Statutorily derived values also must be calculated. All values must take into account changes in the market as well as to physical, use, and ownership characteristics of the property. With each legislative session, changes to the statutes governing valuation and taxation must be incorporated. Tax districts come and go, and tax rates change, all of which must be tracked. Property inventories and valuations must be made available for review by taxpayers and, potentially, defended through as many as four levels of appeal. Finally, the accuracy of property valuations relative to actual sales must be carefully evaluated per state standards, and reported to the Oregon Department of Revenue for oversight review.

To accomplish these tasks, the Assessor's Office can be viewed as having four core programs:

1. Cartography: Tracks changes to parcel and tax lot boundaries, and ownership changes.
2. Valuation: Estimates market and statutorily derived values, and defends these when indicated.
3. Tax Collection: Maintains the tax roll, distributes tax statements, collects taxes, and issues refunds.
4. Administration: Provides the direction and support for all functions.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

ASSESSOR'S OFFICE

RESOURCE AND REQUIREMENT SUMMARY

Assessor's Office	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
General Fund Transfers	5,599,628	5,665,930	6,312,170	6,680,603	5.8%
TOTAL RESOURCES	5,599,628	5,665,930	6,312,170	6,680,603	5.8%
REQUIREMENTS					
Personnel Services					
Salaries and Wages	2,687,388	2,738,420	2,977,400	3,063,537	2.9%
Fringe Benefits	1,527,893	1,652,087	1,849,222	1,995,404	7.9%
Total Personnel Services	4,215,281	4,390,507	4,826,622	5,058,941	4.8%
Materials and Services					
Supplies	13,333	14,326	16,246	19,000	17.0%
Materials	19,981	14,600	16,435	19,200	16.8%
Communications	4,486	2,823	2,480	7,000	182.3%
Utilities	29,287	29,041	32,312	32,628	1.0%
Contracted Services	181,938	174,290	157,250	197,790	25.8%
Repairs and Maintenance	5,787	1,114	10,225	2,500	-75.6%
Rentals	48,122	48,298	49,075	48,015	-2.2%
Insurance	1,750	1,893	1,750	1,750	0.0%
Miscellaneous	112,600	79,615	97,705	81,825	-16.3%
Total Materials and Services	417,283	365,999	383,478	409,708	6.8%
Administrative Charges	967,064	909,423	1,102,070	1,211,954	10.0%
TOTAL REQUIREMENTS	5,599,628	5,665,930	6,312,170	6,680,603	5.8%
FTE	51.00	51.00	51.00	51.00	0.0%

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

ASSESSOR'S OFFICE

FUNDS

Fund Name	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	% of Total
RESOURCES					
FND 100 General Fund	5,599,628	5,665,930	6,312,170	6,680,603	100.0%
TOTAL RESOURCES	5,599,628	5,665,930	6,312,170	6,680,603	100.0%
REQUIREMENTS					
FND 100 General Fund	5,599,628	5,665,930	6,312,170	6,680,603	100.0%
TOTAL REQUIREMENTS	5,599,628	5,665,930	6,312,170	6,680,603	100.0%

PROGRAMS

	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Tax Collection	790,990	769,044	867,609	905,857	4.4%
Cartography	675,733	659,219	718,607	772,738	7.5%
Valuation	3,043,727	3,239,588	3,714,025	3,958,140	6.6%
AS Administration	1,089,179	998,078	1,011,929	1,043,868	3.2%
TOTAL RESOURCES	5,599,628	5,665,930	6,312,170	6,680,603	5.8%
REQUIREMENTS					
Tax Collection	790,990	769,044	867,609	905,857	4.4%
Cartography	675,733	659,219	718,607	772,738	7.5%
Valuation	3,043,727	3,239,588	3,714,025	3,958,140	6.6%
AS Administration	1,089,179	998,078	1,011,929	1,043,868	3.2%
TOTAL REQUIREMENTS	5,599,628	5,665,930	6,312,170	6,680,603	5.8%

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

ASSESSOR'S OFFICE

Tax Collection Program

- Manages the printing and distribution of tax statements. Collects property taxes.
- Maintains records for all financial transactions affecting the tax roll and makes corrections, as directed by the Tax Collector.
- Assists the general public, businesses, and government agencies by providing information concerning property records and taxes.
- Establishes and implements controls for the safekeeping of daily cash receipts.

Program Summary

Assessor's Office	Program: Tax Collection				
	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
General Fund Transfers	790,990	769,044	867,609	905,857	4.4%
TOTAL RESOURCES	790,990	769,044	867,609	905,857	4.4%
REQUIREMENTS					
Personnel Services	329,782	372,324	394,830	425,332	7.7%
Materials and Services	219,450	169,370	197,268	177,541	-10.0%
Administrative Charges	241,757	227,350	275,511	302,984	10.0%
TOTAL REQUIREMENTS	790,990	769,044	867,609	905,857	4.4%
FTE	4.00	4.00	4.00	4.00	0.0%

FTE By Position Title By Program

Program: Tax Collection	
Position Title	FTE
Tax Clerk	2.00
Tax Clerk Sr	1.00
Tax Office Supervisor/Tax Collector	1.00
Program Tax Collection FTE Total:	4.00

FTE Changes

Staffing for the Tax Collection Program remains unchanged at 4.00 FTE.

Tax Collection Program Budget Justification

RESOURCES

The Tax Collection Program is funded entirely by the General Fund.

REQUIREMENTS

Overall, Tax Collection Program requirements increased by \$38,248 or 4.4%.

Personnel Services increased by \$30,502 or 7.7%. COLA increases, an upward adjustment in fringe benefits, merit increases, and including annual "tax season" overtime for the Sr. Tax Clerk account for the change.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

ASSESSOR'S OFFICE

In Materials and Services, there was an overall decrease of \$19,727 or 10%. The most significant change is a decrease in Recording Charges of \$20,000. Legislative changes decreased the number of fees the Assessor's Office was required to pay when recording and releasing property tax liens. This cost savings will be offset by Materials and Services increases in the Administration Program for a digitizing project. Additionally, there is a \$1,500 increase for temporary staffing in Contracted Services to cover vendor's contractual wage increases for three temporary staff hired to assist during our busy "tax season", lasting from mid-October to November 15th each year.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

ASSESSOR'S OFFICE

Cartography Program

- Performs intake and processing of subdivision and partition plats and annexations.
- Maintains an inventory of all parcels, including boundaries, tax lot, account number, ownership, and size.
- Maintains maps reflecting taxing district boundaries, including changes and creation or dissolution of districts.
- Provides management and oversight of suppressed owner program per statutory requirements.

Program Summary

Assessor's Office	Program: Cartography				
	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
General Fund Transfers	675,733	659,219	718,607	772,738	7.5%
TOTAL RESOURCES	675,733	659,219	718,607	772,738	7.5%
REQUIREMENTS					
Personnel Services	395,168	376,488	421,543	421,447	0.0%
Materials and Services	38,808	55,381	21,553	48,307	124.1%
Administrative Charges	241,757	227,350	275,511	302,984	10.0%
TOTAL REQUIREMENTS	675,733	659,219	718,607	772,738	7.5%
FTE	5.00	5.00	5.00	5.00	0.0%

FTE By Position Title By Program

Program: Cartography	
Position Title	FTE
Cartographer/GIS Technician	1.00
Cartographer/GIS Technician Sr	1.00
Deed Clerk	3.00
Program Cartography FTE Total:	5.00

FTE Changes

Staffing for the Cartography Program remains unchanged at 5.00 FTE.

Cartography Program Budget Justification

RESOURCES

The Cartography Program is funded entirely by the General Fund.

REQUIREMENTS

The Cartography Program budget increased by \$54,131 or 7.5%. As the smallest program in the Assessor's Office, the the inclusion of ORMAP charges that are reimbursed through the Oregon Department of Revenue had a significant impact.

Personnel Services remains mostly unchanged. The replacement of a higher step Cartographer with the new at step 1 makes up the difference of the other standard merit, fringe benefit, and COLA increases.

The increase in Materials and Services is primarily due to including ORMAP grant charges that post to the Assessor's Office, but are reimbursed through Intergovernmental State Revenue to the Non-Departmental General Fund.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

ASSESSOR'S OFFICE

Valuation Program

- Estimates market, Measure 50, special assessment, and other values for county-appraised properties including residential, multi-family, commercial, industrial, farm and forest, and business personal property.
- Ensures correct tax rates are associated with each taxing district, and associates each property with correct taxing districts to accurately calculate taxes owed.
- Determines the valuation and assessment impacts of both physical and use changes to property, including special assessment and exemption programs.
- Analyzes property sales for use in estimating the market value of unsold properties. Utilizes the data to develop mass appraisal models for each property type for assessment purposes, for defense of values when appealed, and to verify compliance with Oregon Department of Revenue oversight standards.
- Maintains farm and forest special assessments. Administer statutory exemptions based on ownership, non-profit activities, and economic development programs.
- Responds to taxpayer inquiries regarding property valuation methods, records of inventory, and exemption qualifications.
- Serve as experts to defend assessments before the Board of Property Tax Appeals, Magistrate Court, and Oregon Tax Court.

Program Summary

Assessor's Office					Program: Valuation
	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
General Fund Transfers	3,043,727	3,239,588	3,714,025	3,958,140	6.6%
TOTAL RESOURCES	3,043,727	3,239,588	3,714,025	3,958,140	6.6%
REQUIREMENTS					
Personnel Services	2,701,615	2,922,466	3,338,135	3,552,886	6.4%
Materials and Services	100,354	89,772	100,379	102,270	1.9%
Administrative Charges	241,757	227,350	275,511	302,984	10.0%
TOTAL REQUIREMENTS	3,043,727	3,239,588	3,714,025	3,958,140	6.6%
FTE	34.00	35.00	36.00	36.00	0.0%

FTE By Position Title By Program

Program: Valuation	
Position Title	FTE
Appraisal Section Supervisor	3.00
Assessment Clerk	3.00
Assessment Clerk Sr	2.00
Department Specialist 3	3.00
Personal Property Appraisal Tech	4.00
Property Appraiser 2	15.00
Property Appraiser Sr	4.00
Sales Data Analyst 3	2.00
Program Valuation FTE Total:	36.00

FTE Changes

Staffing for the Valuation Program has remained unchanged for FY 19-20.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

ASSESSOR'S OFFICE

Valuation Program Budget Justification

RESOURCES

The Valuation Program is funded entirely by the General Fund.

REQUIREMENTS

The Valuation Program budget has increased by \$244,115 or 6.6%.

Personnel Services allocations have increased by \$214,751 or 6.4%. The promotion of five underfill Property Appraiser 1 positions to Property Appraiser 2 has contributed to this increase. COLA, merit, and fringe benefit increases in FY 19-20 account for the remainder.

Several adjustments have been made in Materials and Services for the Valuation Program this year. The category as a whole indicates an increase of \$1,891. Subscription Services saw a \$1,600 rise as the cost for these increase annually, and last year the category's reduction was significant. Mileage Reimbursement also increased by \$1,500 due to the change in reimbursement rate for our field workers from .545/mile to .58/mile. County cell phones are a new cost for the Assessor's Office as of last year, as five were added to the Valuation Program for FY 19-20.

Reductions were taken in the Publications category, as all but two newspaper subscriptions were canceled, and those two were moved to the Administration Program. Computer Software Maintenance also saw a substantial decrease due to current Arc GIS licenses not requiring annual fees. Dues and Memberships were also slightly reduced as the Assessor's and Deputy Assessor's International Association of Assessing Officers (IAAO) memberships, as well as Oregon State Association of County Assessors (OSACA), and other local memberships were moved more appropriately to the Administration Program. Four additional IAAO memberships in the Valuation Program were added to increase availability of online training for appraisers.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

ASSESSOR'S OFFICE

AS Administration Program

- Develops and implements the short and long term strategic plan for the department.
- Manages the department.
- Guides hiring and personnel development.
- Provides accurate and timely information to the Board of Commissioners, taxing districts, public support groups, and the state legislature.
- Performs annual budgeting and grant preparation.
- Provides excellent customer service to internal customers, businesses, government agencies and the general public.
- Maintains accounts payable and receivable, payroll, financial records, and contracts.
- Maintains all department personnel, appraisal certification, and educational records.
- Maintains Veteran's, Active Duty Military Service Member, Surviving Spouse of a Public Safety Officer, and Historical exemptions as well as Senior and Disabled Citizen's deferral programs.
- Maintains manufactured home records, and provides certification of taxes paid for title transfers and relocations.

Program Summary

Assessor's Office

Program: AS Administration

	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
General Fund Transfers	1,089,179	998,078	1,011,929	1,043,868	3.2%
TOTAL RESOURCES	1,089,179	998,078	1,011,929	1,043,868	3.2%
REQUIREMENTS					
Personnel Services	788,716	719,230	672,114	659,276	-1.9%
Materials and Services	58,671	51,477	64,278	81,590	26.9%
Administrative Charges	241,792	227,372	275,537	303,002	10.0%
TOTAL REQUIREMENTS	1,089,179	998,078	1,011,929	1,043,868	3.2%
FTE	8.00	7.00	6.00	6.00	0.0%

FTE By Position Title By Program

Program: AS Administration	
Position Title	FTE
Administrative Services Manager	1.00
Assessment Clerk	1.00
Assessment Clerk Sr	1.00
Assessor	1.00
Chief Deputy Assessor	1.00
Department Specialist 4	1.00
Program AS Administration FTE Total:	6.00

FTE Changes

The Administration Program maintains the status quo at 6.00 FTE positions budgeted for FY 19-20.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

ASSESSOR'S OFFICE

AS Administration Program Budget Justification

RESOURCES

The Assessor's Administration Program is funded entirely by the General Fund.

REQUIREMENTS

The Administration Program requirements increased by 3.2%, or \$31,939.

Personnel Services costs show an overall decrease of 1.9% or \$12,838. This is primarily due to the retirement of the previous, higher step Administrative Services Manager, with the replacement starting at Step 1 in FY 18-19.

Materials and Services increased by \$17,312, \$15,000 of which is reallocated savings from the Tax Collection Program to be used for an office-wide digitizing project in FY 19-20. The Publications category was added to bring the two newspaper subscriptions to the Administration Program. A \$1,000 increase in the Computers Non Capital category is to account for three computers in this program now having an upgrade cost for laptops. One county cell phone was also added to this program, resulting in an increase of \$450 for FY 19-20. Other minor increases account for inflation for categories such as Lodging and Conferences.

Reductions include the Computer Software Maintenance category, as some previously budgeted costs were one time costs, allowing for a decrease of \$2,500. Also, despite the 10% increase in postage recently, the Assessor's Office is working to utilize Business Reply Mail to reduce postage costs for sales verification letters mailed to property owners that include postage-paid return envelopes.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

ASSESSOR'S OFFICE

KEY DEPARTMENT ACCOMPLISHMENTS

- Revenue Generation - \$437 million in taxes were levied for fiscal year 2018-19 to support the operation of the 418 taxing districts within the geographical boundaries of Marion County. This includes \$75.05 million to support the many services provided by Marion County itself.
- Property Records Website - In year two of the updated version, we have seen continued success with our website providing detailed assessment and taxation information on individual properties to the general public, businesses, and public agencies. This year, tax bills for the prior five years of each property has also been added. This new site, on a secure platform, replaces a former unsupported site that generated vulnerabilities within the county IT network. The electronic availability of assessment and taxation information reduces the need by staff to answer in-person and telephone inquiries.
- Cartographic Projects - Despite being down one cartographer for part of the year, we were able to accomplish the minimum statutorily required work. We have hired a new cartographer and started training. In conjunction with the residential section, our cartographers have created mobile maps for appraisers to use in the field. Previously remapped data is now in the production database (this includes Jefferson and North Fork). An "annexations" data set has been created in the Spatial Database Engine (SDE), and this has started to populate with data. If the additional cartographer position is approved, we would have the staffing to address previously tabled projects, and provide full support to the valuation program in integrating GIS into mobile solutions.
- Reappraisal Cycle - This year, the residential appraisal section, who processes 65% of the 130,000 accounts maintained by the Marion County Assessor's Office, achieved the objective of a maximum seven year appraisal cycle for all residential accounts (residences within the urban growth boundaries). They have also included manufactured structure accounts without increasing the cycle period. When combined with the commercial appraisal section, this means that 78% of all accounts have been brought within a seven year cycle, or better. The rural appraisal section has reprioritized cycle reappraisal to be on pace to achieve a ten year appraisal cycle period. If an additional appraisal position is approved, this cycle period is projected to fall in line with the other sections to seven years. Although a specific reappraisal cycle is no longer required by Oregon statute post Measure 50, a reasonable reappraisal cycle period remains highly desirable to help ensure the accuracy of property records and limit labor and time-intensive valuation appeals.
- Assessment & Taxation System Replacement - Partnering with Marion County IT, the Assessor's Office completed both an Options Analysis and Business Case regarding our current assessment and taxation software and computer system. It was determined that this twenty-plus year old system, currently on unsupported software, requires replacement on an expedited basis due to its criticality in generating revenue that funds Marion County and its many tax districts. We have evaluated the three currently or potentially Oregon-compliant replacement systems, and have tentatively chosen a vendor pending budget approval and satisfactory contract negotiations.
- Digital Records Storage - The transition from paper to digital records stored in Laserfiche continues, providing enhanced records security and greater efficiency. Records digitized and stored electronically include:
 - Commercial and industrial appraisal records, from field work to tax supplements are currently 50% digitized.
 - Business personal property returns are now bar-coded, scanned, and 100% are digitally stored for significant time savings, as well as space and cost savings by the elimination of filing cabinets.
 - Parcel maps, manufactured home records, tax exemptions, exemption records, tax deferrals, appeals records and tax statements have all been converted to digital format and archived, or are well along in the process.
 - Older deed books, as well as residential and rural appraisal records are projected to be completed this fiscal year, utilizing contracted temporary employees funded by cost savings in Recording Charges.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

ASSESSOR'S OFFICE

KEY INDICATORS

1: Growth of Property Tax Assessment

Definition and Purpose

The estimation of anticipated tax revenues is a complex series of calculations with many fluctuating variables. However, the factors that most strongly influence changes in total tax collections year to year are:

- Changing market values. The direction and speed of property sales price changes impact the proportion of properties that incur the full annual 3% assessed value growth permitted under Measure 50, as well as the proportion that experience the limitations imposed by Measure 5. In a rising market, especially one that continues for several years, more properties will experience 3% assessed value growth per Measure 50, and fewer will experience Measure 5 tax rate "compression". The opposite occurs in a declining market.

- Construction activity. Certain changes to property result in exceptions to the 3% assessed value annual growth limitation of Measure 50. From the standpoint of total tax revenues, the most significant is typically new construction. The assessed value of new construction is calculated based on the estimated real market value as of January 1 of the first year that it is included in the tax roll, multiplied by the average ratio between real market value and maximum assessed value for all unchanged property in the county of the same property class.

- Changing tax rates. If one of the taxing districts in which a property is located changes its total tax rate, either up or down, this can have a substantial impact on the tax assessment of that property. The most common situations are when a new bond levy is passed, an existing levy retires, or a tax district is created or dissolved. County-wide, this can have a significant impact, especially if the district experiencing the change encompasses many properties.

Significance

Property taxes play a significant role in providing the resources necessary to create and maintain a safe, healthy, and productive quality of life within our community. However, the property tax system is extremely complex. Marion County Strategic Plan Goal #1 states: "Provide efficient, effective, and responsive government through stewardship and accountability". Therefore, the Assessor's Office expends considerable effort in providing information to educate and inform the public on the functions and responsibilities of our office, the various statutes regarding how values are calculated, as well as the current and historical values and taxes associated with individual properties.

Data Units Fiscal Year

Tax Accounts: This number includes existing accounts as of the prior year's tax roll, plus new additions during the year, minus any retirements or combinations. New accounts can include anything from a new subdivision, to a new business personal property account, to a new utility operating within the county.

FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Estimate	FY 19-20 Estimate
129,984	130,277	130,652	131,031	132,600

Building Permits: Construction permits reviewed by Assessor's Office staff for potential value impact to that year's tax roll. Permits would have been granted during the preceding calendar year or earlier.

FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Estimate	FY 19-20 Estimate
3,178	2,660	3,283	3,236	2,917

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

ASSESSOR'S OFFICE

Real Market Value: Estimated market value of all taxable property in Marion County. This represents the value the Assessor's Office believes the property would have sold for as of the January 1 "valuation date" preceding the beginning of the new fiscal year.

FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Estimate	FY 19-20 Estimate
36,716,577,379 5.27%	39,002,299,869 6.23%	42,213,950,459 8.23%	46,399,106,709 9.91%	50,111,035,000 8%

Assessed Value of Exceptions: New assessed value represented by statutory exceptions to the 3% annual increase rule of Measure 50. Exceptions include partitions, new construction, building additions, properties coming off exemption or special assessment, changes of use conforming to new zoning, and omitted property returned to the tax roll. Individual exceptions can increase or decrease assessed value.

FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Estimate	FY 19-20 Estimate
546,493,688	495,266,155	517,433,852	555,939,946	478,530,000

Assessed Value: The value to which tax rates are applied. This figure increases each year with the maximum 3% growth allowed under Measure 50, plus the value of exceptions. Assessed value is also impacted by the limitations imposed by Measure 5 as well as exemptions, special assessments, and deferrals.

FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Estimate	FY 19-20 Estimate
22,490,480,722 4.08%	23,371,520,094 3.92%	24,219,912,095 3.63%	25,341,013,124 4.63%	26,459,170,000 4.41%

Explanation of Trends and Changes

Marion County continues to capitalize on its proximity to the dynamic Portland-Hillsboro-Vancouver metro area, even as prices there tend to drive economic activity to adjacent areas. The county also benefits from strong demand for agricultural and timber products, as well as its role as the state capitol. However, as with many other communities, property tax revenues are impacted by tax exemptions offered as economic development incentives to some of the largest new projects.

Through 2018, Marion County continued to experience rising home prices with an approximate 10% increase, with no areas seemingly higher than any others. However, the areas surrounding Creekside and Illahe shows a slight decline in relation to last year's value. New construction sales have increased about 8.5%, with 270 new units being sold. Approximately 12 new subdivisions have been developed and will be added to the tax rolls for 2019. These are comprised of mostly smaller subdivisions with a few larger ones. The majority of the commercial market continues to be strong with new inventory coming on to the tax roll. Warehouse, industrial, and apartment properties are leading the way and continue to see low vacancy rates and appreciating rents. Over \$63 million of apartment property traded ownership this year in 47 transactions. We anticipate steady, moderate growth to continue through 2019.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

ASSESSOR'S OFFICE

Resources by Fund Detail

100 - General Fund	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
General Fund Transfers				
381100 Transfer from General Fund	5,599,628	5,665,930	6,312,170	6,680,603
General Fund Transfers Total	5,599,628	5,665,930	6,312,170	6,680,603
General Fund Total	5,599,628	5,665,930	6,312,170	6,680,603
Assessor's Office Grand Total	5,599,628	5,665,930	6,312,170	6,680,603

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

ASSESSOR'S OFFICE

Requirements by Fund Detail

100 - General Fund	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Personnel Services				
Salaries and Wages				
511110 Regular Wages	2,222,302	2,290,991	2,914,005	3,003,330
511130 Vacation Pay	159,887	157,049	0	0
511140 Sick Pay	90,399	89,904	0	0
511150 Holiday Pay	113,139	115,613	0	0
511160 Comp Time Pay	45	486	0	0
511210 Compensation Credits	67,021	58,101	53,795	49,407
511240 Leave Payoff	25,587	14,727	0	0
511250 Training Pay	0	1,919	0	0
511290 Health Insurance Waiver Pay	8,135	8,521	9,600	9,600
511410 Straight Pay	53	0	0	0
511420 Premium Pay	821	1,110	0	1,200
Salaries and Wages Total	2,687,388	2,738,420	2,977,400	3,063,537
Fringe Benefits				
512010 Fringe Benefits Budget Only	0	0	0	444
512110 PERS	397,103	475,544	574,642	702,808
512120 401K	17,924	19,311	20,097	20,570
512130 PERS Debt Service	141,193	156,075	178,646	162,305
512200 FICA	199,959	202,962	225,224	231,320
512310 Medical Insurance	669,046	698,104	736,404	760,272
512320 Dental Insurance	66,310	64,664	73,320	75,576
512330 Group Term Life Insurance	4,783	4,932	5,517	5,650
512340 Long Term Disability Insurance	9,907	10,153	12,363	12,672
512400 Unemployment Insurance	9,899	8,742	11,018	11,333
512520 Workers Comp Insurance	1,299	1,208	1,530	1,530
512600 Wellness Program	1,919	1,925	2,040	2,040
512610 Employee Assistance Program	1,401	1,424	1,377	1,734
512700 County HSA Contributions	7,150	7,044	7,044	7,150
Fringe Benefits Total	1,527,893	1,652,087	1,849,222	1,995,404
Personnel Services Total	4,215,281	4,390,507	4,826,622	5,058,941
Materials and Services				
Supplies				
521010 Office Supplies	10,097	10,743	13,500	14,300
521030 Field Supplies	1,033	1,468	500	1,000
521070 Departmental Supplies	820	1,306	900	3,000
521190 Publications	1,383	809	1,346	700
Supplies Total	13,333	14,326	16,246	19,000
Materials				
522060 Sign Materials	0	97	0	0

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

ASSESSOR'S OFFICE

100 - General Fund	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Materials and Services				
522150 Small Office Equipment	9,598	7,891	9,100	9,700
522170 Computers Non Capital	9,408	5,778	7,000	9,000
522180 Software	975	834	335	500
Materials Total	19,981	14,600	16,435	19,200
Communications				
523010 Telephone Equipment	709	60	600	824
523020 Phone and Communication Svcs	328	184	200	200
523040 Data Connections	1,799	0	0	0
523050 Postage	1,336	2,295	1,350	2,100
523060 Cellular Phones	0	0	0	3,546
523090 Long Distance Charges	314	284	330	330
Communications Total	4,486	2,823	2,480	7,000
Utilities				
524010 Electricity	25,717	25,489	29,060	29,324
524020 Street Light Electricity	18	17	18	18
524040 Natural Gas	336	238	247	265
524050 Water	487	488	429	439
524070 Sewer	1,071	1,071	953	974
524090 Garbage Disposal and Recycling	1,658	1,738	1,605	1,608
Utilities Total	29,287	29,041	32,312	32,628
Contracted Services				
525156 Bank Services	77	65	0	0
525175 Temporary Staffing	9,915	9,376	9,500	26,000
525360 Public Works Services	19,719	21,179	0	26,000
525450 Subscription Services	9,427	9,579	8,590	10,190
525510 Legal Services	1,521	660	660	1,000
525710 Printing Services	36,145	33,176	40,500	37,000
525715 Advertising	4,580	3,695	5,000	5,000
525735 Mail Services	77,235	71,193	83,000	82,500
525740 Document Disposal Services	344	543	500	600
525999 Other Contracted Services	22,975	24,824	9,500	9,500
Contracted Services Total	181,938	174,290	157,250	197,790
Repairs and Maintenance				
526010 Office Equipment Maintenance	0	395	600	1,000
526021 Computer Software Maintenance	4,790	319	9,625	500
526030 Building Maintenance	997	401	0	1,000
Repairs and Maintenance Total	5,787	1,114	10,225	2,500
Rentals				
527130 Parking	0	58	70	100
527140 County Parking	13,200	13,200	13,200	13,200

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

ASSESSOR'S OFFICE

100 - General Fund	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Materials and Services				
527240 Condo Assn Assessments	29,527	29,593	30,291	30,205
527300 Equipment Rental	5,395	5,446	5,514	4,510
Rentals Total	48,122	48,298	49,075	48,015
Insurance				
528210 Public Official Bonds	1,750	1,750	1,750	1,750
528220 Notary Bonds	0	143	0	0
Insurance Total	1,750	1,893	1,750	1,750
Miscellaneous				
529110 Mileage Reimbursement	19,339	21,587	20,100	21,750
529130 Meals	166	253	800	850
529140 Lodging	2,249	5,565	5,120	6,200
529210 Meetings	390	300	600	600
529220 Conferences	1,490	5,793	4,225	4,550
529230 Training	4,669	6,115	11,850	12,350
529300 Dues and Memberships	1,318	4,079	4,220	4,605
529650 Pre Employment Costs	139	203	190	220
529880 Recording Charges	82,226	35,319	50,000	30,000
529910 Awards and Recognition	614	401	600	700
Miscellaneous Total	112,600	79,615	97,705	81,825
Materials and Services Total	417,283	365,999	383,478	409,708
Administrative Charges				
611100 County Admin Allocation	59,481	58,349	66,993	73,470
611210 Facilities Mgt Allocation	63,063	67,965	69,587	79,164
611220 Custodial Allocation	47,914	49,363	54,014	57,501
611230 Courier Allocation	3,058	2,539	2,310	2,467
611250 Risk Management Allocation	6,837	6,967	7,844	8,472
611255 Benefits Allocation	14,229	14,726	15,627	16,146
611260 Human Resources Allocation	54,354	53,087	63,113	69,862
611300 Legal Services Allocation	112,850	114,647	113,900	93,794
611400 Information Tech Allocation	132,106	131,486	150,742	160,633
611410 FIMS Allocation	69,010	64,415	59,579	63,647
611420 Telecommunications Allocation	13,823	9,158	12,469	14,560
611430 Info Tech Direct Charges	297,056	244,185	372,895	466,180
611600 Finance Allocation	44,853	50,813	55,601	58,857
611800 MCBEE Allocation	3,943	1,093	3,717	2,868
612100 IT Equipment Use Charges	10,987	12,130	22,179	15,533
614100 Liability Insurance Allocation	19,200	16,700	19,000	16,000
614200 WC Insurance Allocation	14,300	11,800	12,500	12,800
Administrative Charges Total	967,064	909,423	1,102,070	1,211,954
General Fund Total	5,599,628	5,665,930	6,312,170	6,680,603
Assessor's Office Grand Total	5,599,628	5,665,930	6,312,170	6,680,603

BOARD OF COMMISSIONERS' OFFICE



MISSION STATEMENT

Provide leadership on critical public policy issues, ensure fiscal accountability, and promote citizen empowerment to enhance the health, safety, and livability of our communities.

GOALS AND OBJECTIVES

- Goal 1 Leadership - Focus leadership on critical policy issues, promote robust public engagements and strengthen the county through collaboration with residents, businesses, and other governmental entities.
 - Objective 1 Provide direction to county committees and councils, including Solid Waste Management Advisory Council, Marion County Public Safety Coordinating Council, Children and Families Commission, Parks Commission, and the new housing initiative.
 - Objective 2 Encourage community engagement and participation in government through offsite board sessions and town hall meetings held throughout the county.
 - Objective 3 Advocate for upgrades and expansion of transportation facilities, including a plan for Urban Growth Boundary expansion/right of way, Salem and Aurora airports, and Donald, Cordon, and Gaffin Road interchanges.
- Goal 2 Customer Service - Promote a culture of responsive service delivery and quality customer service.
 - Objective 1 Promote customer service excellence and accountability throughout the organization.
 - Objective 2 Continue to advocate for a strong, board-championed customer service focus for new employees in New Employee Orientation (NEO).
- Goal 3 Communication - Ensure openness and transparency in government by communicating timely and accurate information to the media, residents, and employees.
 - Objective 1 Implement a proactive direction, corresponding strategies, and an annual plan for countywide internal and external communications, and develop a structured schedule for communication with departments.
 - Objective 2 Increase capacity in communications staffing to meet the need for expanded county-produced content including e-newsletters, social media, website, video, and outreach to traditional media outlets.
 - Objective 3 Continue Marion County TODAY e-newsletter along with other specialized quarterly newsletters for the Marion County Reentry Initiative, East Salem, and other constituent groups.
 - Objective 4 Increase county presence and reach on social media utilizing sponsored/boosted content.
- Goal 4 Enterprise Approach - Lead and manage the county business functions more efficiently and effectively to enhance accountability and stewardship.
 - Objective 1 Partner with the executive management team to fully integrate the enterprise model of operations.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

BOARD OF COMMISSIONERS' OFFICE

- Objective 2 Continue management and organizational audits, including review of county departments, programs, and initiatives.
- Objective 3 Develop an annual budget that ensures prudent stewardship of county resources by analyzing future service and capital program needs.
- Objective 4 Recognize employee innovation, quality service, and teamwork through employee recognition programs.

- Goal 5 Economic Development - Develop and maintain vital infrastructure to promote economic development and enhance livability in Marion County.
 - Objective 1 Promote economic development by cultivating relationships with other regional organizations to align initiatives and priorities in support of the Economic Development Strategic Plan.
 - Objective 2 Develop strategies and funding mechanisms to expand infrastructure in the North Santiam Canyon and other areas of the county as needed for economic growth.
 - Objective 3 Prioritize roads and bridges policy and projects.

- Goal 6 Emergency Preparedness - Ensure that the county is prepared for emergencies affecting its residents, operations, and services.
 - Objective 1 Update all departmental Continuity of Operations Plans (COOP) and the countywide Emergency Operations Plan.
 - Objective 2 Ensure Health and Human Services Department's emergency plan is continually updated and operational for communicable diseases (Ebola, Avian Flu, etc.).

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

BOARD OF COMMISSIONERS' OFFICE

DEPARTMENT OVERVIEW

The three members of the Board of Commissioners are the elected representatives of all Marion County residents. The board sets policy for the administration and operation of county government. Marion County operates as a general law county within the framework of the Oregon Constitution and Oregon Revised Statutes. The board is responsible for all three branches of county government: legislative, executive, and quasi-judicial. Formal board sessions are held weekly for official action to adopt ordinances, resolutions, and orders pertaining to county policy, operations, and administration. In addition, the board serves as the primary mechanism for encouraging citizen participation and input to local government through advisory boards, commissions, and committees and provides frequent opportunities for individuals and organizations to comment on matters of public concern.

The Chief Administrative Officer, with the assistance of the Deputy County Administrative Officer, supervises department heads and implements and administers county policy as directed by the Board of Commissioners. The Chief Administrative Officer is the appointed budget officer and is responsible for proposing and monitoring the annual budget. Other programs and services provided by the board's office include intergovernmental relations, federal grant management, economic development, community mobilization, constituent services, strategic planning, public information and media relations, timely and accurate public notice, public records, and personnel administration. The office also provides clerical and program support for the commissioners, executive staff, boards, commissions, and community volunteers.

RESOURCE AND REQUIREMENT SUMMARY

Board of Commissioners Office	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Charges for Services	5,636	20,143	2,700	2,857	5.8%
Admin Cost Recovery	1,966,906	1,979,832	2,313,155	2,453,209	6.1%
General Fund Transfers	401,871	449,115	479,096	491,816	2.7%
TOTAL RESOURCES	2,374,413	2,449,090	2,794,951	2,947,882	5.5%
REQUIREMENTS					
Personnel Services					
Salaries and Wages	1,208,624	1,247,032	1,421,831	1,473,575	3.6%
Fringe Benefits	630,906	677,314	792,593	857,928	8.2%
Total Personnel Services	1,839,530	1,924,346	2,214,424	2,331,503	5.3%
Materials and Services					
Supplies	10,711	9,988	13,895	12,221	-12.0%
Materials	3,363	1,973	3,995	2,975	-25.5%
Communications	2,991	3,966	4,185	5,196	24.2%
Utilities	19,189	18,913	21,098	21,303	1.0%
Contracted Services	9,344	11,110	18,465	19,703	6.7%
Repairs and Maintenance	723	432	1,200	1,000	-16.7%
Rentals	34,041	34,711	35,163	35,286	0.3%
Insurance	40	0	40	80	100.0%
Miscellaneous	37,050	35,360	45,010	45,435	0.9%
Total Materials and Services	117,452	116,451	143,051	143,199	0.1%
Administrative Charges	417,431	408,293	437,476	473,180	8.2%
TOTAL REQUIREMENTS	2,374,412	2,449,090	2,794,951	2,947,882	5.5%
FTE	15.00	15.00	15.00	15.00	0.0%

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

BOARD OF COMMISSIONERS' OFFICE

FUNDS

Fund Name	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	% of Total
RESOURCES					
FND 580 Central Services	2,374,413	2,449,090	2,794,951	2,947,882	100.0%
TOTAL RESOURCES	2,374,413	2,449,090	2,794,951	2,947,882	100.0%
REQUIREMENTS					
FND 580 Central Services	2,374,413	2,449,090	2,794,951	2,947,882	100.0%
TOTAL REQUIREMENTS	2,374,413	2,449,090	2,794,951	2,947,882	100.0%

PROGRAMS

	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Board of Commissioners	2,374,413	2,449,090	2,794,951	2,947,882	5.5%
TOTAL RESOURCES	2,374,413	2,449,090	2,794,951	2,947,882	5.5%
REQUIREMENTS					
Board of Commissioners	2,374,413	2,449,090	2,794,951	2,947,882	5.5%
TOTAL REQUIREMENTS	2,374,413	2,449,090	2,794,951	2,947,882	5.5%

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

BOARD OF COMMISSIONERS' OFFICE

Board of Commissioners Program

- Executive functions: (1) Set the strategic direction and business priorities of the county; (2) Adopt the annual budget, exercise sound financial management, and build the county's fiscal strength; (3) Maintain a quality workforce and equip county employees with the tools, skills, workspace, and resources needed to do their jobs safely and well; (4) Provide leadership in critical public policy areas; (5) Appoint members of citizen advisory panels, hearings examiners, budget committee members, and the members of the Board of Equalization; and (6) Act as the board of directors for the Marion County Housing Authority and six special service districts, including Brooks Community Service District, Labish Village Sewage & Drainage District, Fargo Interchange Service District, East Salem Service District, Illahe Hills Street Lighting District, and Marion County Extension & 4-H Service District.
- Legislative functions: (1) Enact ordinances that have the force of law in the county; (2) Carefully plan and manage land use in Marion County; (3) Serve as the Local Public Health Authority; and (4) Serve as the Local Mental Health Authority.
- Quasi-judicial Functions: (1) Serve as land use appeals board of last resort for unincorporated Marion County lands; (2) Implement special district formation; and (3) Approve road vacations, street improvements, and road legalization.
- Collaboration and partnership functions: (1) Partner to create investments in workforce, jobs, and community infrastructure to support a diverse and thriving economy; (2) Represent county interests to other agencies and organizations at the local, regional, state, and national levels; (3) Provide county leadership that is accessible, considers the interests of residents, strives to resolve concerns, ensures that actions are responsive, and delivered through quality customer service; (4) Respond to constituent needs and concerns, including fact-finding, negotiation/mediation, and problem solving; (5) Engage and inform citizens and local jurisdictions on items of countywide importance, increase public awareness of county services, and enhance the public perception of the county through proactive efforts; and (6) Adopt the mandated biennial Sheriff's Office Community Corrections Plan and the Juvenile Department's Crime Prevention Plan. These are countywide plans for public safety policy, planning, coordination, and implementation of resources that include partners such as the Sheriff, local police chiefs, District Attorney, Health and Human Services Department, Juvenile Department, local businesses, and citizen advocates.

Program Summary

Board of Commissioners Office

Program: Board of Commissioners

	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Charges for Services	5,636	20,143	2,700	2,857	5.8%
Admin Cost Recovery	1,966,906	1,979,832	2,313,155	2,453,209	6.1%
General Fund Transfers	401,871	449,115	479,096	491,816	2.7%
TOTAL RESOURCES	2,374,413	2,449,090	2,794,951	2,947,882	5.5%
REQUIREMENTS					
Personnel Services	1,839,530	1,924,346	2,214,424	2,331,503	5.3%
Materials and Services	117,452	116,451	143,051	143,199	0.1%
Administrative Charges	417,431	408,293	437,476	473,180	8.2%
TOTAL REQUIREMENTS	2,374,412	2,449,090	2,794,951	2,947,882	5.5%
FTE	15.00	15.00	15.00	15.00	0.0%

FTE By Position Title By Program

Program: Board of Commissioners	
Position Title	FTE
Administrative Services Manager Sr	1.00

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

BOARD OF COMMISSIONERS' OFFICE

Program: Board of Commissioners	
Position Title	FTE
Chief Administrative Officer	1.00
County Commissioner	3.00
County Public Information Coordinator	1.00
Department Specialist 3	3.00
Deputy County Administrative Officer	1.00
Management Analyst 1 (Confidential)	1.00
Management Analyst 2	1.00
Policy Analyst	1.00
Senior Policy Analyst	2.00
Program Board of Commissioners FTE Total:	15.00

- .25 of a temporary position is not included in the FTE table above.

Board of Commissioners Program Budget Justification

RESOURCES

Revenue for the board's office budget includes Charges for Services, General Fund Transfers and Administrative Cost Recovery. Charges for Services is for administrative support provided to Courthouse Square Condominium Association. The General Fund support covers the commissioners' salaries and benefits. Administrative Cost Recovery funds all other personnel and materials and services in the board's office.

Administrative Cost Recovery is increasing to cover regular personnel cost increases.

REQUIREMENTS

Personnel Services increased due to regular salary adjustments, COLA and increased PERS expense, and vacation payout costs for anticipated retirements. There are no significant changes in materials and services.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

BOARD OF COMMISSIONERS' OFFICE

KEY DEPARTMENT ACCOMPLISHMENTS

- New Commissioner - Marion County welcomed new commissioner Colm Willis in January 2019. Commissioner committee appointments include Commissioner Cameron's focus on public safety and economic development issues; Commissioner Brentano continues his work in the areas of transportation and solid waste management; and Commissioner Willis will focus on health, housing, and homelessness.
- Veteran Services Office - A new Marion County Veteran Service Office (VSO) officially opened in June 2018. The office is a partnership among Mid-Willamette Valley Community Action Agency, Oregon Department of Veterans' Affairs, and Marion County. The VSO is networked with local community resources to provide referrals and services to best connect veterans with services available to them.
- Capital Projects - In 2018, Marion County opened a new Public Safety Building (PSB) and new Juvenile Courtroom. The 31,000 square foot PSB consolidates the Sheriff's Office Community Corrections program and Enforcement division, providing for improved interoperability and greatly needed additional space. The Juvenile Courtroom is one of a series of improvements at the Juvenile Department campus. The county recently broke ground on a new Juvenile Services Building which will house the department's administration, probation, family support, educational advocates, and records divisions. The new building is expected to open in the Fall of 2019.
- Detroit Dam & Lake Downstream Fish Passage - In September 2018, a federal magistrate judge approved Marion County's status as an intervenor in the lawsuit between the U.S. Army Corps of Engineers and Northwest Environmental, Wildearth Guardians, and Native Fish Society. By entering into the lawsuit, Marion County seeks to ensure the concerns of county farmers, businesses, and residents are considered as issues regarding a water mixing tower at Detroit Lake are resolved.
- Salem Water Issue - In June 2018, Marion County opened its Emergency Operations Center in response to a "do not drink" water advisory for vulnerable populations in the Salem area. Eighty-four employees from nine county departments including Emergency Management, Public Works, Health and Human Services, and the Board of Commissioners Office assisted. County employees coordinated with city and state officials to open water distribution sites, deliver water to home bound customers, and provide technical assistance to home care and food service providers. In addition, more than 160 volunteers assisted in response operations.
- Oregon Garden Memorandum of Understanding (MOU) - In cooperation with the Oregon Garden Foundation, the City of Silverton, and Moonstone Garden Management, Marion County approved a MOU regarding the \$5 million loan for the bonds issued that were used for the initial development of The Oregon Garden. The project was designed to highlight the importance of agriculture, particularly nursery stock, in the Mid-Willamette Valley. The MOU releases the county's interest in The Oregon Garden with the intent of ensuring further development and future economic viability of the garden.
- Solid Waste - In early 2018, the global market for many recyclable materials abruptly shrunk as China barred shipments of plastic recycling materials. Environmental Services continues to encourage residents to reduce and reuse before recycling. The county continues to support a potential mixed waste processing facility that would add expanded opportunities for material recovery, enhancing recovery for commercial entities, and working with our partners to develop new markets and uses for recycling products.
- Solar Arrays - In response to concerns regarding the growing number of photovoltaic solar arrays on high-value farmland, the Board of Commissioners amended the county's rural zone code to prohibit additional solar array sites. Subsequently, Oregon's Land Conservation and Development Commission applied statewide rules restricting solar arrays on high-value farmland.
- Financial Report Awards - In 2018, Marion County received the Certificate of Achievement for Financial Reporting from the Government Finance Officers Association (GFOA) for the annual financial report for the year ended June 30, 2017. This is the 17th consecutive year the county has received this award. For the eighth consecutive year, Marion County also received the Distinguished Budget Presentation Award for the FY 2018-2019 budget.

MARION COUNTY FY 2019-20 BUDGET
BY DEPARTMENT
BOARD OF COMMISSIONERS' OFFICE

KEY INDICATORS

1: Customer Service

Definition and Purpose

Promote a culture of responsive service delivery and quality customer service.

Significance

This key indicator supports the county strategic priority for Customer Service and falls under the Board of Commissioners' Office Goal 2 - Customer Service: Foster responsive program delivery and quality customer service. This key indicator highlights the importance of providing customer service to citizens, visitors, internal customers, and community partners.

Data Units Calendar Year

The number of customer contacts received in the Board of Commissioners' Office.

Contacts: Health and Community Services

CY 2015 Actual	CY 2016 Actual	CY 2017 Actual	CY 2018 Actual	CY 2019 Estimate
15	58	261	235	240

Contacts: Public Safety

CY 2015 Actual	CY 2016 Actual	CY 2017 Actual	CY 2018 Actual	CY 2019 Estimate
44	83	424	437	445

Contacts: Transportation

CY 2015 Actual	CY 2016 Actual	CY 2017 Actual	CY 2018 Actual	CY 2019 Estimate
40	42	331	369	376

Contacts: General Government

CY 2015 Actual	CY 2016 Actual	CY 2017 Actual	CY 2018 Actual	CY 2019 Estimate
35	40	398	511	521

Explanation of Trends and Changes

The county website contains a countywide "Contact Us" form that has proven to be popular with constituents. There were a total of 1,552 recorded contacts via the Marion County website in calendar year 2018. The data above shows the most common contact topics. The growth in contacts under general government can be attributed to the increased number referrals to other government organizations. We will continue to see an increase in utilization of the "Contact Us" form as a convenient method for constituents to contact departments and conduct business with Marion County for the foreseeable future.

2: Communication

Definition and Purpose

Provide information to media, residents, employees, and community partners via multiple channels. Improve two-way communication opportunities for public engagement.

MARION COUNTY FY 2019-20 BUDGET
BY DEPARTMENT
BOARD OF COMMISSIONERS' OFFICE

Significance

This key indicator supports the county strategic priority for communications and falls under the Board of Commissioners' Office Goal #3 Communication - Communicate timely and accurate information to the media and citizens. Ensure openness, collaboration, and transparency in government.

Data Units Calendar Year

Social media likes on Facebook and follows on Twitter.

CY 2015 Actual	CY 2016 Actual	CY 2017 Actual	CY 2018 Actual	CY 2019 Estimate
Facebook - 258 Twitter - 253	Facebook - 633 Twitter - 358	Facebook - 970 Twitter - 425	Facebook - 1876 Twitter - 467	Facebook - 2345 Twitter - 513

Number of press releases issued.

CY 2015 Actual	CY 2016 Actual	CY 2017 Actual	CY 2018 Actual	CY 2019 Estimate
44	51	53	34	38

Presentations given or external meetings attended by the county commissioners.

CY 2015 Actual	CY 2016 Actual	CY 2017 Actual	CY 2018 Actual	CY 2019 Estimate
427	581	566	564	581

Explanation of Trends and Changes

The county continues to see an increase in social media use as a preferred method of contact with constituents. We expect to continue to see solid, steady growth across social networks as we utilize increased boosted/sponsored content. Since the end of calendar year 2018, the Marion County, Oregon Facebook page has increased by almost 300 "likes" through the use of paid content.

3: Organizational and Management Assessments of County Departments

Definition and Purpose

The number of organizational/management assessments and process/product improvement initiatives aimed at maximizing resources and ensuring accountability.

Beginning in 2006, the Board of Commissioners' Office began contracting for performance audits of county departments and program activities. These audits assist the board in creating efficiencies, reviewing organizational structures, and making recommendations to improve service delivery in order to make the best use of taxpayer dollars.

Significance

This key indicator supports the county strategic priority for Operational Efficiency and Quality Service and falls under the Board of Commissioners' Office Goal #4 - Enterprise Approach: Lead and manage the county business functions more efficiently and effectively to enhance accountability and stewardship.

In an ongoing effort to improve the efficiency and effectiveness of county operations, the Board of Commissioners' Office conducts organizational and management assessments of county departments and activities. The assessments provide valuable data and information that assist in streamlining county operations and improving the use of county resources to meet the needs of Marion County residents.

MARION COUNTY FY 2019-20 BUDGET
BY DEPARTMENT
BOARD OF COMMISSIONERS' OFFICE

Data Units Fiscal Year

This data set includes a combination of management assessments including organizational/management performance audits, facilitation of administrative service delivery and alignment projects, and process improvement projects. Studies are reported in the fiscal year the contract was initiated. Some studies of large departments with multiple programs and services were conducted over two fiscal year periods.

FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Estimate	FY 19-20 Estimate
3	4	3	3	3

Explanation of Trends and Changes

Marion County continues to streamline and increase efficiencies in business processes and practices. The goal of conducting organizational assessments is to reduce waste, improve efficiency and effectiveness, and implement improvements that benefit Marion County residents and lay the foundation for continuous improvement. Current assessments underway are a culture audit and a review payroll processes.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

BOARD OF COMMISSIONERS' OFFICE

Resources by Fund Detail

580 - Central Services	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Charges for Services				
344999 Other Reimbursements	2,961	1,510	0	0
347101 Central Svcs to Other Agencies	2,675	18,633	2,700	2,857
Charges for Services Total	5,636	20,143	2,700	2,857
Admin Cost Recovery				
411100 County Admin Allocation	1,966,906	1,979,832	2,313,155	2,453,209
Admin Cost Recovery Total	1,966,906	1,979,832	2,313,155	2,453,209
General Fund Transfers				
381100 Transfer from General Fund	401,871	449,115	479,096	491,816
General Fund Transfers Total	401,871	449,115	479,096	491,816
Central Services Total	2,374,413	2,449,090	2,794,951	2,947,882
Board of Commissioners Office Grand Total	2,374,413	2,449,090	2,794,951	2,947,882

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

BOARD OF COMMISSIONERS' OFFICE

Requirements by Fund Detail

580 - Central Services	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Personnel Services				
Salaries and Wages				
511110 Regular Wages	1,038,751	1,049,831	1,350,508	1,384,784
511120 Temporary Wages	0	11,272	0	9,186
511130 Vacation Pay	62,390	61,393	0	0
511140 Sick Pay	25,771	42,856	0	0
511150 Holiday Pay	50,205	49,522	0	0
511160 Comp Time Pay	745	769	0	0
511210 Compensation Credits	30,096	30,969	31,905	33,569
511240 Leave Payoff	0	112	39,058	46,036
511280 Cell Phone Pay	361	286	360	0
511420 Premium Pay	306	23	0	0
Salaries and Wages Total	1,208,624	1,247,032	1,421,831	1,473,575
Fringe Benefits				
512110 PERS	195,596	248,888	266,807	325,511
512120 401K	56,171	58,675	62,144	64,648
512130 PERS Debt Service	51,564	46,848	82,945	75,173
512200 FICA	84,339	85,355	104,402	107,947
512310 Medical Insurance	209,202	205,185	235,440	242,640
512320 Dental Insurance	19,738	18,740	23,400	24,120
512330 Group Term Life Insurance	1,983	1,990	2,554	2,608
512340 Long Term Disability Insurance	3,870	3,799	5,730	5,842
512400 Unemployment Insurance	4,487	3,972	5,116	5,249
512520 Workers Comp Insurance	392	350	450	480
512600 Wellness Program	558	525	600	600
512610 Employee Assistance Program	407	388	405	510
512700 County HSA Contributions	2,600	2,600	2,600	2,600
Fringe Benefits Total	630,906	677,314	792,593	857,928
Personnel Services Total	1,839,530	1,924,346	2,214,424	2,331,503
Materials and Services				
Supplies				
521010 Office Supplies	8,629	8,210	9,500	9,500
521070 Departmental Supplies	0	0	3,000	950
521190 Publications	2,048	1,778	1,345	1,721
521210 Gasoline	34	0	50	50
Supplies Total	10,711	9,988	13,895	12,221
Materials				
522150 Small Office Equipment	1,630	483	1,540	1,540
522160 Small Departmental Equipment	668	345	1,000	0

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

BOARD OF COMMISSIONERS' OFFICE

580 - Central Services	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Materials and Services				
522170 Computers Non Capital	1,065	0	1,080	1,060
522180 Software	0	1,145	375	375
Materials Total	3,363	1,973	3,995	2,975
Communications				
523020 Phone and Communication Svcs	0	55	0	0
523040 Data Connections	281	319	291	291
523050 Postage	64	7	50	50
523060 Cellular Phones	2,482	3,432	3,576	4,580
523090 Long Distance Charges	164	152	268	275
Communications Total	2,991	3,966	4,185	5,196
Utilities				
524010 Electricity	16,791	16,642	18,974	19,146
524020 Street Light Electricity	12	11	12	11
524040 Natural Gas	219	155	162	173
524050 Water	318	318	280	287
524070 Sewer	699	699	622	636
524090 Garbage Disposal and Recycling	1,150	1,087	1,048	1,050
Utilities Total	19,189	18,913	21,098	21,303
Contracted Services				
525450 Subscription Services	3,139	2,927	490	643
525710 Printing Services	2,899	2,459	3,700	2,900
525715 Advertising	1,432	1,808	1,440	1,964
525735 Mail Services	954	885	1,255	1,116
525740 Document Disposal Services	0	50	80	80
525999 Other Contracted Services	920	2,980	11,500	13,000
Contracted Services Total	9,344	11,110	18,465	19,703
Repairs and Maintenance				
526030 Building Maintenance	723	432	1,200	1,000
Repairs and Maintenance Total	723	432	1,200	1,000
Rentals				
527110 Fleet Leases	0	255	0	0
527120 Motor Pool Mileage	761	444	300	400
527130 Parking	162	151	165	165
527240 Condo Assn Assessments	19,278	19,322	19,778	19,721
527300 Equipment Rental	13,840	14,539	14,920	15,000
Rentals Total	34,041	34,711	35,163	35,286
Insurance				
528220 Notary Bonds	40	0	40	80
Insurance Total	40	0	40	80
Miscellaneous				
529110 Mileage Reimbursement	1,599	3,880	4,158	4,238

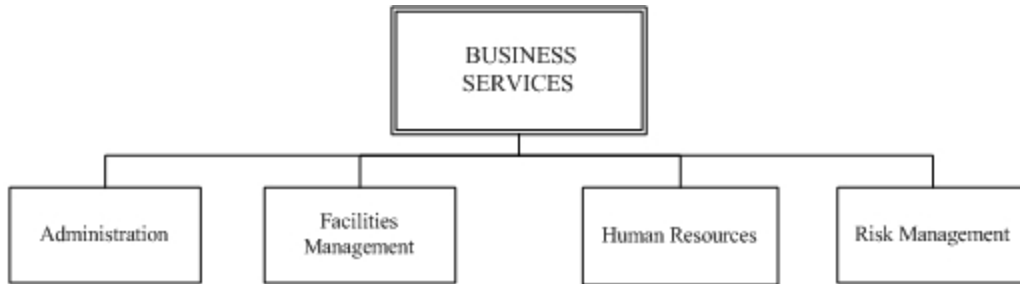
MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

BOARD OF COMMISSIONERS' OFFICE

580 - Central Services	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Materials and Services				
529120 Commercial Travel	2,621	1,953	3,660	3,660
529130 Meals	4,302	5,884	6,800	5,900
529140 Lodging	7,026	4,251	6,500	6,000
529210 Meetings	7,059	5,052	6,484	5,400
529220 Conferences	8,227	3,740	8,825	8,725
529230 Training	623	2,774	2,469	2,400
529300 Dues and Memberships	3,553	6,424	4,058	7,027
529650 Pre Employment Costs	0	0	35	35
529740 Fairs and Shows	521	641	621	800
529910 Awards and Recognition	1,520	762	1,400	1,250
Miscellaneous Total	37,050	35,360	45,010	45,435
Materials and Services Total	117,452	116,451	143,051	143,199
Administrative Charges				
611210 Facilities Mgt Allocation	41,175	44,376	45,434	51,688
611220 Custodial Allocation	31,440	32,392	35,443	37,732
611230 Courier Allocation	840	747	680	711
611250 Risk Management Allocation	2,530	3,007	3,387	3,648
611255 Benefits Allocation	3,906	4,331	4,596	4,658
611260 Human Resources Allocation	14,921	15,614	18,563	20,153
611300 Legal Services Allocation	226,809	208,268	215,123	230,665
611400 Information Tech Allocation	34,410	37,113	43,415	50,828
611410 FIMS Allocation	26,584	27,559	26,508	28,799
611420 Telecommunications Allocation	6,159	4,961	7,134	7,977
611600 Finance Allocation	12,554	14,455	17,454	18,684
611800 MCBEE Allocation	1,512	466	1,649	1,294
612100 IT Equipment Use Charges	2,191	2,704	4,490	3,943
614100 Liability Insurance Allocation	7,600	7,200	8,600	7,300
614200 WC Insurance Allocation	4,800	5,100	5,000	5,100
Administrative Charges Total	417,431	408,293	437,476	473,180
Central Services Total	2,374,412	2,449,090	2,794,951	2,947,882
Board of Commissioners Office Grand Total	2,374,412	2,449,090	2,794,951	2,947,882

BUSINESS SERVICES



MISSION STATEMENT

To provide credible expertise, efficient processes, and quality delivery of services that support and advance the overall proficiencies and achievements of departmental missions.

GOALS AND OBJECTIVES

- Goal 1 Provide proactive customer support, advice, and streamlined processes in the areas of employee relations, volunteer engagement, performance management, professional development, and employment practices across county departments.
 - Objective 1 Customer Service: Promote and foster proactive, responsive partnerships with department heads, line managers, supervisors, and employees. Educate, share, and practice evolving best practices and expertise providing consistent, fair and reliable information, recommendations, and advice.
 - Objective 2 Compliance: Monitor federal, state, local statutes, and rules pertaining to personnel and related services. Apprise and inform department heads, elected officials, program managers, and respective supervisors of changes and business impacts. Provide timely information for critical decisions or conflicts in enterprise wide operations.
 - Objective 3 Systems and Policy: Design and integrate intuitive, business relevant forms, procedures, systems, and reports that inform, educate, and provide proactive response and support for the business needs of departments and respective programs.

- Goal 2 Build a strong organizational risk culture by identifying, measuring, and evaluating any type of risk exposure. Coordinate closely with departments to educate and equip employees for their health, well-being, and safe work environment.
 - Objective 1 Customer Service: Sponsor events that educate, inform, and practice evolving best practices, emerging trends, and comprehensive analysis to provide accurate, timely information and advice.
 - Objective 2 Develop and Utilize Analytics: Collaborate and integrate processes, people, and places with Human Resources, Facilities Management, Finance, Information Technology, and Legal to collect and protect data, as well as to identify opportunities and make informed decisions that minimize the collective risk.
 - Objective 3 Re-engineer Systems & Processes: Evaluate current technology and systems to identify opportunities, patterns, and trends.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

BUSINESS SERVICES

- Goal 3 Provide an enterprise approach that manages the county-owned and leased facilities while focusing on customer service, fiscal responsibility, and industry best practices.
- Objective 1 Customer Service: Perfect a customer focused team that improves the operation and maintenance of Marion County's owned and leased facilities by adopting industry best practices and training employees in the timely delivery of quality services and the implementation of consistent standards.
 - Objective 2 Fiscal Responsibility: Promote stewardship by managing operating and capital budgets and capitalizing on internal and external partnerships with trade staff, departmental facility liaisons, and local businesses.
 - Objective 3 Cutting Edge Technology and Systems: Integrate Maintenance Edge Facility Systems aligning Facilities Maintenance and Lifecycle Planning modules into one holistic asset portfolio. This system integrates technical resources, that provide real time labor availability, enhanced logistical efficiency, and improved maintenance process reliability.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

BUSINESS SERVICES

DEPARTMENT OVERVIEW

Business Services exists to serve the county government's personnel and departments. These services are delivered through a collaborative partnership by four divisions: Administration, Facilities Management, Human Resources and Risk Management.

- Attracting, developing, and retaining a high performance workforce and volunteers.
- Maintaining all personnel and benefits related data, remaining current with countywide systems, rules, policies, and regulations.
- Protecting, managing, and mitigating loss of Marion County assets including automobiles, equipment, buildings, and personnel.
- Educating and engaging employees for occupational safety and wellness.
- Cleaning, maintaining, and overseeing construction of county-owned and leased facilities.

RESOURCE AND REQUIREMENT SUMMARY

Business Services	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Charges for Services	417,138	480,059	370,076	306,826	-17.1%
Admin Cost Recovery	6,108,676	6,402,688	7,257,223	7,803,859	7.5%
Other Revenues	55	0	0	0	n.a.
General Fund Transfers	0	0	11,864	0	-100.0%
TOTAL RESOURCES	6,525,869	6,882,747	7,639,163	8,110,685	6.2%
REQUIREMENTS					
Personnel Services					
Salaries and Wages	3,208,826	3,306,732	3,671,805	3,860,091	5.1%
Fringe Benefits	1,849,233	2,006,554	2,271,052	2,481,873	9.3%
Total Personnel Services	5,058,059	5,313,287	5,942,857	6,341,964	6.7%
Materials and Services					
Supplies	167,850	146,413	171,425	175,173	2.2%
Materials	31,291	22,882	22,686	25,935	14.3%
Communications	17,718	17,709	20,180	23,530	16.6%
Utilities	33,665	34,174	42,120	42,823	1.7%
Contracted Services	270,468	240,286	260,034	290,841	11.8%
Repairs and Maintenance	262,911	396,084	364,515	361,740	-0.8%
Rentals	80,031	79,536	80,437	81,668	1.5%
Miscellaneous	102,456	122,824	156,402	173,273	10.8%
Total Materials and Services	966,390	1,059,907	1,117,799	1,174,983	5.1%
Administrative Charges	501,420	509,553	578,507	593,738	2.6%
TOTAL REQUIREMENTS	6,525,870	6,882,747	7,639,163	8,110,685	6.2%
FTE	62.00	63.00	65.00	65.00	0.0%

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

BUSINESS SERVICES

FUNDS

Fund Name	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	% of Total
RESOURCES					
FND 580 Central Services	6,525,869	6,882,747	7,639,163	8,110,685	100.0%
TOTAL RESOURCES	6,525,869	6,882,747	7,639,163	8,110,685	100.0%
REQUIREMENTS					
FND 580 Central Services	6,525,869	6,882,747	7,639,163	8,110,685	100.0%
TOTAL REQUIREMENTS	6,525,869	6,882,747	7,639,163	8,110,685	100.0%

PROGRAMS

	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
BS Administration	581,677	558,664	644,692	671,720	4.2%
Facilities Management	3,739,634	4,028,150	4,341,183	4,618,490	6.4%
Human Resources	1,389,594	1,417,607	1,710,814	1,816,494	6.2%
Risk Management	814,964	878,326	942,474	1,003,981	6.5%
TOTAL RESOURCES	6,525,869	6,882,747	7,639,163	8,110,685	6.2%
REQUIREMENTS					
BS Administration	581,677	558,664	644,692	671,720	4.2%
Facilities Management	3,739,634	4,028,150	4,341,183	4,618,490	6.4%
Human Resources	1,389,594	1,417,607	1,710,814	1,816,494	6.2%
Risk Management	814,964	878,326	942,474	1,003,981	6.5%
TOTAL REQUIREMENTS	6,525,869	6,882,747	7,639,163	8,110,685	6.2%

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

BUSINESS SERVICES

BS Administration Program

- Provides leadership, strategic direction, planning, and policy development for the department.
- Collaborates and partners with Board of Commissioners and department heads to support their respective missions.
- Provides administrative and technical support for department director, three program managers, three supervisors, and employees.
- Provides payroll, purchasing, contracts, accounts receivable, and accounts payable services to department programs and services; manages the county's surplus property and courier services.
- Develops countywide key/access card control procedures and trainings, as well as parking policies and administration. Supports related departmental planning of projects.
- Provides departmental and self insurance fund budget, preparation, monitoring, and reporting.

Program Summary

Business Services	Program: BS Administration				
	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Charges for Services	3,051	3,392	3,350	3,107	-7.3%
Admin Cost Recovery	578,616	555,272	641,342	668,613	4.3%
Other Revenues	10	0	0	0	n.a.
TOTAL RESOURCES	581,677	558,664	644,692	671,720	4.2%
REQUIREMENTS					
Personnel Services	479,761	488,041	531,264	555,482	4.6%
Materials and Services	39,089	35,534	60,065	60,798	1.2%
Administrative Charges	62,828	35,089	53,363	55,440	3.9%
TOTAL REQUIREMENTS	581,678	558,664	644,692	671,720	4.2%
FTE	5.00	5.00	5.00	5.00	0.0%

FTE By Position Title By Program

Program: BS Administration	
Position Title	FTE
Accounting Specialist	1.00
Business Services Director	1.00
Contracts Specialist	1.00
Department Specialist 3	1.00
Office Manager	1.00
Program BS Administration FTE Total:	5.00

BS Administration Program Budget Justification

RESOURCES

The primary revenue is administrative cost recoveries. The remaining revenue is for services provided to the Courthouse Square Condominium Association.

REQUIREMENTS

There are no significant changes to this program compared to the prior fiscal year.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

BUSINESS SERVICES

Facilities Management Program

- Provides short/long-range facility lifecycle planning and needs assessment for all county owned and leased properties and facilities.
- Provides countywide facility maintenance services that include corrective repairs, preventive maintenance, custodial, and groundskeeping services.
- Provides capital improvement project planning, estimating, budgeting, working with design teams and contractors that meet departmental capital infrastructure needs.
- Provides departmental consultations and regular communications that inform leadership of regulatory code compliance with fire, life, safety, and security systems.
- Administers and recommends energy efficiency and resource conservation programs, actively working in conjunction with Energy Trust of Oregon for incentives and rebates wherever available and appropriate.

Program Summary

Business Services	Program: Facilities Management				
	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Charges for Services	311,754	381,042	300,179	243,891	-18.8%
Admin Cost Recovery	3,427,835	3,647,108	4,041,004	4,374,599	8.3%
Other Revenues	44	0	0	0	n.a.
TOTAL RESOURCES	3,739,634	4,028,150	4,341,183	4,618,490	6.4%
REQUIREMENTS					
Personnel Services	2,905,359	3,059,699	3,368,898	3,611,201	7.2%
Materials and Services	549,857	676,622	664,320	694,459	4.5%
Administrative Charges	284,417	291,829	307,965	312,830	1.6%
TOTAL REQUIREMENTS	3,739,634	4,028,150	4,341,183	4,618,490	6.4%
FTE	39.00	39.00	41.00	41.00	0.0%

FTE By Position Title By Program

Program: Facilities Management	
Position Title	FTE
Building Maintenance Specialist	10.00
Building Maintenance Specialist Sr	2.00
Construction Project Coordinator	1.00
Custodial Supervisor	1.00
Custodial Worker 1	14.00
Custodial Worker 2	3.00
Electrician 1	2.00
Electrician 2	1.00
Facilities Analyst	1.00
Facilities Maintenance and Systems Coordinator	1.00
Facilities Program Manager	1.00
Groundskeeper	1.00
Mail Courier	1.00
Maintenance Control Clerk	1.00

MARION COUNTY FY 2019-20 BUDGET
 BY DEPARTMENT
BUSINESS SERVICES

Program: Facilities Management	
Position Title	FTE
Maintenance Supervisor	1.00
Program Facilities Management FTE Total:	41.00

FTE Changes

There are no changes in FTE.

Facilities Management Program Budget Justification

RESOURCES

The majority of revenue for the facilities program is obtained through administrative cost recoveries. The program also receives approximately \$244,000 from other services for user fees and custodial services.

REQUIREMENTS

There are two decision package requests within this program: (1) a 5% increase for county maintenance materials and services for \$26,575; and (2) a 5% custodial materials and services increase for \$5,000.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

BUSINESS SERVICES

Human Resources Program

- Provides employee relations guidance to ensure compliance with county policies, personnel rules, and employment laws.
- Manages collective bargaining agreements and labor relations.
- Provides enterprise-wide training and development to county employees.
- Provides departments with support needed to cultivate meaningful volunteer experiences for members of the public.
- Maintains the enterprise's Human Resources Management System (HRIS).
- Provides enterprise recruitment and screening services. In 2018, there were 442 recruitments countywide with 12,463 applications received, an increase of 23.5% and 12%, more than doubling the previous year's recruitments.
- Completed 95 market reviews and 3 new classifications impacting over 304 employees.

Program Summary

Business Services	Program: Human Resources				
	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Charges for Services	27,509	22,497	12,828	11,628	-9.4%
Admin Cost Recovery	1,362,084	1,395,111	1,686,122	1,804,866	7.0%
General Fund Transfers	0	0	11,864	0	-100.0%
TOTAL RESOURCES	1,389,594	1,417,607	1,710,814	1,816,494	6.2%
REQUIREMENTS					
Personnel Services	1,099,861	1,147,558	1,373,556	1,469,335	7.0%
Materials and Services	193,734	139,713	186,889	191,401	2.4%
Administrative Charges	95,998	130,336	150,369	155,758	3.6%
TOTAL REQUIREMENTS	1,389,594	1,417,607	1,710,814	1,816,494	6.2%
FTE	12.00	13.00	13.00	13.00	0.0%

FTE By Position Title By Program

Program: Human Resources	
Position Title	FTE
Human Resources Analyst	1.00
Human Resources Analyst Sr	2.00
Human Resources Manager	1.00
Human Resources Specialist	3.00
Human Resources Specialist (Confidential)	3.00
Human Resources Specialist Sr (Confidential)	1.00
Human Resources Supervisor	1.00
Volunteer Services Coordinator	1.00
Program Human Resources FTE Total:	13.00

FTE Changes

There are no changes in FTE.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

BUSINESS SERVICES

Human Resources Program Budget Justification

RESOURCES

The human resources program is funded primarily by administrative cost recoveries. The reduction in Charges for Services in FY 19-20 reflects an intergovernmental agreement with the Marion County Housing Authority to provide support and administrative services.

REQUIREMENTS

Materials and Services is slightly higher due to software cost increases.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

BUSINESS SERVICES

Risk Management Program

- Administers the self-insurance program to cost-effectively balance risk retention and risk transfer.
- Ensures adequate funding to promptly recover from accidental loss.
- Manages and administers automobile liability, general liability, and workers' compensation claims.
- Consults with and supports all departments on loss prevention and employee safety.
- Reviews County contracts to identify risk and appropriately transfer or assume risk.
- Provides wellness services resources that encourage County employees to establish and maintain healthy lifestyles.
- Administers employee benefit plans, including medical, vision, dental, employee assistance program, life and long-term disability insurance, deferred compensation, unemployment, PERS, and pre-tax plans.

Program Summary

Business Services	Program: Risk Management				
	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Charges for Services	74,824	73,129	53,719	48,200	-10.3%
Admin Cost Recovery	740,140	805,197	888,755	955,781	7.5%
TOTAL RESOURCES	814,964	878,326	942,474	1,003,981	6.5%
REQUIREMENTS					
Personnel Services	573,078	617,989	669,139	705,946	5.5%
Materials and Services	183,709	208,038	206,525	228,325	10.6%
Administrative Charges	58,176	52,299	66,810	69,710	4.3%
TOTAL REQUIREMENTS	814,964	878,326	942,474	1,003,981	6.5%
FTE	6.00	6.00	6.00	6.00	0.0%

FTE By Position Title By Program

Program: Risk Management	
Position Title	FTE
Benefits and Risk Manager	1.00
Claims Adjuster	1.00
Human Resources Specialist	2.00
Loss Control Manager	1.00
Safety & Wellness Coordinator	1.00
Program Risk Management FTE Total:	6.00

Risk Management Program Budget Justification

RESOURCES

The majority of revenue for Risk Management is obtained through administrative cost recoveries. The program also receives approximately \$50,000 for EAIP reimbursements and Wellness.

REQUIREMENTS

The increase in Materials and Services is due to a decision package request for countywide ALICE (Alert, Lockdown, Inform, Counter, Evacuate) training and for an upgrade to the county's Safety Datasheet System (SDS).

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

BUSINESS SERVICES

KEY DEPARTMENT ACCOMPLISHMENTS

- Administration processed approximately 20 recruitments, 58 contracts, 385 purchase orders, 2,550 invoices, journals, and deposits for the department. Administration also processed more than 4,000 key, key card, and key watch transactions for departments countywide. Helping to insure a safe and secure environment for county employees and our customers.
- Administration oversees the countywide surplus, in the last year we have coordinated two major department surplus moves and six department surplus pickups. This includes recycling, repurposing, and donating office supplies and equipment to other departments and nonprofit organizations.
- Facilities Management completed 16 of 21 capital improvement projects and has worked on four major multi-year projects this calendar year. FM was able to once again secure participation with Energy Trust of Oregon resulting in incentives of \$3,000 for the Courthouse Square parking structure lighting retrofit, \$26,475 for the Public Safety Building (PSB), \$706 for the Juvenile Court addition and \$35,828 for the Transition Center HVAC upgrade.
- Facilities Management team has collectively implemented a Lifecycle Facility Plan that increases the performance and prolongs the useful life of countywide facility systems. The plan enables us to better allocate and determine annual operating and five-year capital improvement needs.
- In order to enhance Marion County's wellness and safety culture, and to reduce and mitigate safety exposures, Risk Management provided 12 departmental safety consultations, seven leased property inspections, and attended two Marion County OSHA inspections, providing support and guidance to the department staff.
- Due to Risk Management's active involvement, departments were able to improve their safety performance using the Safety Grant program to purchase needed equipment for employee work environments.
- Wellness coordinated and provided a number of activities and workshops including our annual Walk/Run 5K at Minto Brown Park, Keizer Map & Compass Event, and multiple team events including softball, soccer, and ping pong. Wellness also conducted 10 flu shot clinics, approximately 100 individual ergonomic assessments, defensive driving, and CPR/First Aid classes.
- Employee Benefits conducted six Open Enrollment Benefit Fairs, eight retirement workshops, and processed over 1,750 benefit forms, 226 new hire enrollment transactions, and 39 newly benefited employees.
- Volunteer Services oversees 181 board members and 1,561 unique volunteers. There were 129,350 hours given at a total value of \$3,193,648 (based on \$24.69, U.S. rate determined by Independent Sector). Using Volgistics, our volunteer management software has enabled us to use the scheduling/check-in feature for the first time at the Marion County Fair, which enabled us to have a more systematic process and get a more accurate count of volunteer time during the event.
- Human Resources Recruitment Team processed over 442 recruitments and screened over 12,400 applications, an increase of 23.5% and 12% respectively, doubling the previous year's number of recruitments.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

BUSINESS SERVICES

KEY INDICATORS

1: Ratio of Modified Duty Days to Timeloss Days (MD:TL)

Definition and Purpose

Employees who are injured on the job are frequently given temporary work restrictions by their doctors. Marion County's policy is to develop temporary modified jobs for our injured workers in all departments in order to return them to good health and productive employment at the earliest medically appropriate opportunity. This ratio compares how well we are succeeding with this policy.

Significance

One of the most tangible actions we can take to control our workers' compensation claim costs is to bring all of our injured workers back to modified or regular duty as soon as possible. This has the immediate effect of minimizing our individual claim costs and maximizing our EAIP reimbursement recoveries. This indicator ties to the county strategic priority for Operational Efficiency and Quality Service - Goal #1: Provide efficient, effective, and responsive government through stewardship and accountability.

Data Units Fiscal Year

FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Estimate	FY 19-20 Estimate
8:1	5:1	6:1	7:1	7:1

Explanation of Trends and Changes

In the past, the average modified duty days versus time loss days (MD:TL) ratio was 2:1. This means that for every 100 days that our employees were not released to regular duty, 33 of those were timeless days in which the employees did not work at all, and instead remained at home and received workers' compensation payments. Today, the average MD:TL rate is 5:1 due to Risk Management's strong push to enforce this early return-to-work program. This means that for every 100 days that our employees were not released to regular duty only 17 of those were time-loss days in which the employees did not work. Just a small change in this ratio has significant financial and productivity impacts. It is our goal to continue this successful trend of raising the average MD:TL ratio.

2: Ratio of Repair Hours to Preventive Maintenance Hours

Definition and Purpose

Preventive maintenance programs extend the life cycle of facilities assets including equipment and structures, reducing operational costs and deferred maintenance expenses. A fully implemented PM program results in a return on investment (ROI) of 545% or six times the normal life cycle. Failure to perform adequate preventive maintenance increases the labor hours and costs required to repair building systems and unnaturally limits or shortens the lifecycle of county assets.

Significance

This indicator will demonstrate whether or not adequate preventive maintenance is being performed. This indicator ties to the county strategic priority for Operational Efficiency and Quality Service - Goal #1: Provide efficient, effective, and responsive government through stewardship and accountability.

MARION COUNTY FY 2019-20 BUDGET
BY DEPARTMENT
BUSINESS SERVICES

Data Units Calendar Year

Total Number of Work Orders Processed:

CY 2016 Actual	CY 2017 Actual	CY 2018 Actual	CY 2019 Estimate	CY 2020 Estimate
13,885	14,388	19,640	20,738	21,750

Average Customer Survey Response (percentage)

CY 2016 Actual	CY 2017 Actual	CY 2018 Actual	CY 2019 Estimate	CY 2020 Estimate
89% Very Satisfied	86% Very Satisfied	80% Very Satisfied	85% Very Satisfied	85% Very Satisfied

Explanation of Trends and Changes

Through a comprehensive facilities audit, facilities management has made great strides in the tracking, study and analysis of life cycle conditions and trends for county physical assets. All critical condition status equipment is included into the five-year Capital Improvement Project (CIP) plan for proactive replacement or repair. With the infusion of funds for capital development, our deferred maintenance backlog has been reduced \$1,374,437. Over 19,640 work orders were completed for 2018, of which 55% were related to our preventive maintenance program.

3: Employee Retention Rate

Definition and Purpose

The retention rate reflects the stability of the Marion County workforce. The retention rate is calculated by determining the percentage of regular employees (excluding temporary employees) who were retained throughout the fiscal year. A stable workforce reduces the costs associated with turnover and generally improves customer service.

Significance

Retention rates measure the stability of the workforce. Low employee retention rates may indicate the need for evaluation and remediation to decrease turnover rates. This indicator ties to the county strategic priority for Operational Efficiency and Quality Service - Goal #1: Provide efficient, effective, and responsive government through stewardship and accountability. High retention rates reflect employee satisfaction and morale as well as ensures continuity of services and expertise.

Data Units Fiscal Year

FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Estimate	FY 19-20 Estimate
89.04%	87.4%	86.5%	87%	88%

Explanation of Trends and Changes

The total retention rate has maintained a fairly consistent rate the last few fiscal years. However, we are forecasting and monitoring for a slight downward trend in the next few fiscal years due to increased retirements and improvements in the economy. The retention rate applies to regular full-time and part-time regular employees; this excludes seasonal and other temporary employees.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

BUSINESS SERVICES

Resources by Fund Detail				
580 - Central Services	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Charges for Services				
341430 Copy Machine Fees	0	1	0	0
341620 User Fees	206,149	278,615	210,000	175,000
342200 Property Leases	7,989	10,004	9,900	0
342310 Parking Permits	25	0	0	0
342910 Public Records Request Charges	0	250	0	0
344300 Restitution	887	224	0	0
344800 EAIP Reimbursement	2,760	3,000	3,000	3,000
344999 Other Reimbursements	2,773	2,313	2,750	2,050
347101 Central Svcs to Other Agencies	143,609	132,291	94,426	81,776
348700 Wellness Program	52,946	53,361	50,000	45,000
Charges for Services Total	417,138	480,059	370,076	306,826
Admin Cost Recovery				
411200 Business Services Allocation	0	0	641,342	668,613
411210 Facilities Mgt Allocation	2,454,153	2,643,063	2,725,908	2,991,879
411220 Custodial Allocation	1,267,455	1,316,886	1,258,569	1,321,758
411230 Courier Allocation	84,072	71,044	56,527	60,962
411250 Risk Management Allocation	416,952	474,172	506,361	556,750
411255 Benefits Allocation	391,296	412,044	382,394	399,031
411260 Human Resources Allocation	1,494,748	1,485,479	1,686,122	1,804,866
Admin Cost Recovery Total	6,108,676	6,402,688	7,257,223	7,803,859
Other Revenues				
371000 Miscellaneous Income	10	0	0	0
371100 Recoveries from Collections	44	0	0	0
Other Revenues Total	55	0	0	0
General Fund Transfers				
381100 Transfer from General Fund	0	0	11,864	0
General Fund Transfers Total	0	0	11,864	0
Central Services Total	6,525,869	6,882,747	7,639,163	8,110,685
Business Services Grand Total	6,525,869	6,882,747	7,639,163	8,110,685

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

BUSINESS SERVICES

Requirements by Fund Detail

580 - Central Services	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Personnel Services				
Salaries and Wages				
511110 Regular Wages	2,618,030	2,670,400	3,492,303	3,687,583
511120 Temporary Wages	8,165	13,777	8,494	14,673
511130 Vacation Pay	170,739	183,467	0	0
511140 Sick Pay	111,274	117,506	0	0
511150 Holiday Pay	139,652	146,054	0	0
511160 Comp Time Pay	15,314	19,167	0	13,500
511180 Differential Pay	15,957	16,416	15,500	21,500
511210 Compensation Credits	49,747	45,705	42,788	45,285
511220 Pager Pay	13,250	13,035	15,000	13,750
511240 Leave Payoff	19,624	19,231	54,500	31,000
511250 Training Pay	13,271	21,324	0	0
511270 Leadworker Pay	1,922	2,099	2,500	2,200
511280 Cell Phone Pay	1,939	2,332	2,220	0
511290 Health Insurance Waiver Pay	10,835	11,535	12,000	14,400
511420 Premium Pay	19,107	24,664	26,500	16,200
511450 Premium Pay Temps	0	19	0	0
Salaries and Wages Total	3,208,826	3,306,732	3,671,805	3,860,091
Fringe Benefits				
512110 PERS	434,272	529,108	684,585	860,001
512120 401K	32,357	33,565	36,879	37,972
512130 PERS Debt Service	213,618	221,578	212,824	198,606
512200 FICA	240,320	245,582	269,641	285,389
512310 Medical Insurance	809,778	859,387	929,988	954,384
512320 Dental Insurance	80,376	79,728	92,430	94,872
512330 Group Term Life Insurance	5,635	5,755	6,573	6,900
512340 Long Term Disability Insurance	11,531	11,783	14,740	15,469
512400 Unemployment Insurance	11,815	10,545	13,126	13,868
512520 Workers Comp Insurance	1,600	1,503	2,010	1,950
512600 Wellness Program	2,330	2,370	2,600	2,520
512610 Employee Assistance Program	1,701	1,751	1,756	2,142
512700 County HSA Contributions	3,900	3,900	3,900	7,800
Fringe Benefits Total	1,849,233	2,006,554	2,271,052	2,481,873
Personnel Services Total	5,058,059	5,313,287	5,942,857	6,341,964
Materials and Services				
Supplies				
521010 Office Supplies	5,749	6,304	5,630	5,404
521030 Field Supplies	7	0	0	0
521050 Janitorial Supplies	80,341	79,093	84,000	88,140

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

BUSINESS SERVICES

580 - Central Services	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Materials and Services				
521051 Janitorial Chemicals	2,649	0	0	0
521052 Janitorial Floor Care	3,380	1,431	5,750	3,500
521060 Electrical Supplies	24,751	11,155	30,000	36,000
521070 Departmental Supplies	23,561	23,965	26,045	23,529
521090 Uniforms and Clothing	6,485	4,897	4,100	4,100
521110 First Aid Supplies	249	7	150	150
521140 Vaccines	100	308	350	350
521170 Educational Supplies	394	0	0	0
521190 Publications	3,067	3,697	2,550	4,150
521210 Gasoline	6,502	7,083	5,200	5,200
521220 Diesel	1,519	1,321	4,000	1,500
521230 Propane	96	53	150	150
521300 Safety Clothing	501	826	1,000	500
521310 Safety Equipment	8,497	6,272	2,500	2,500
Supplies Total	167,850	146,413	171,425	175,173
Materials				
522060 Sign Materials	0	81	0	0
522070 Paint	899	813	1,000	1,000
522110 Batteries	843	2,484	1,521	1,550
522140 Small Tools	4,725	3,845	4,050	4,150
522150 Small Office Equipment	1,992	411	2,975	2,585
522160 Small Departmental Equipment	9,828	14,103	10,290	7,350
522170 Computers Non Capital	7,370	748	1,250	8,200
522180 Software	5,635	397	1,600	1,100
Materials Total	31,291	22,882	22,686	25,935
Communications				
523010 Telephone Equipment	310	134	0	0
523040 Data Connections	960	960	980	2,000
523050 Postage	3,728	4,685	5,285	5,075
523060 Cellular Phones	11,191	10,445	12,200	14,800
523070 Pagers	1,216	1,263	1,400	1,400
523090 Long Distance Charges	313	222	315	255
Communications Total	17,718	17,709	20,180	23,530
Utilities				
524010 Electricity	26,877	25,756	30,418	29,575
524020 Street Light Electricity	13	16	17	20
524040 Natural Gas	1,426	1,293	1,291	1,486
524050 Water	1,069	1,111	2,960	2,395
524070 Sewer	940	908	4,383	4,443
524090 Garbage Disposal and Recycling	3,339	5,091	3,051	4,904
Utilities Total	33,665	34,174	42,120	42,823

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

BUSINESS SERVICES

580 - Central Services	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Materials and Services				
Contracted Services				
525110 Consulting Services	0	6,600	10,000	2,930
525160 Wellness Services	2,061	4,855	13,340	13,340
525175 Temporary Staffing	10,328	23,270	0	0
525235 Laboratory Services	85	0	0	0
525330 Transportation Services	53	0	0	0
525355 Engineering Services	0	0	5,000	5,000
525360 Public Works Services	0	99	0	0
525450 Subscription Services	46,420	84,774	82,119	129,641
525510 Legal Services	84,524	119	15,500	2,485
525620 Insurance Brokers	88,863	91,528	92,000	92,000
525630 Insurance Admin Services	30,751	21,965	30,000	30,000
525710 Printing Services	2,989	2,642	4,420	4,405
525715 Advertising	934	495	100	300
525735 Mail Services	40	237	230	420
525740 Document Disposal Services	360	583	825	820
525999 Other Contracted Services	3,060	3,120	6,500	9,500
Contracted Services Total	270,468	240,286	260,034	290,841
Repairs and Maintenance				
526010 Office Equipment Maintenance	0	5	200	200
526011 Dept Equipment Maintenance	4,858	6,854	10,500	8,600
526012 Vehicle Maintenance	2,630	1,758	3,650	3,550
526021 Computer Software Maintenance	13,562	16,174	25,000	17,000
526030 Building Maintenance	181,159	240,399	240,165	248,390
526031 Elevator Maintenance	18,696	20,977	24,000	24,000
526032 Roof Maintenance	165	5,417	5,000	5,000
526050 Grounds Maintenance	41,841	104,501	56,000	55,000
Repairs and Maintenance Total	262,911	396,084	364,515	361,740
Rentals				
527110 Fleet Leases	41,064	33,450	39,752	39,752
527120 Motor Pool Mileage	1,752	1,669	3,305	3,100
527130 Parking	66	183	0	0
527140 County Parking	2,640	2,640	2,640	2,640
527240 Condo Assn Assessments	22,215	22,265	22,790	22,726
527300 Equipment Rental	12,295	19,329	11,950	13,450
Rentals Total	80,031	79,536	80,437	81,668
Miscellaneous				
529110 Mileage Reimbursement	4,551	4,865	5,609	6,463
529120 Commercial Travel	3,202	3,448	7,850	11,600
529130 Meals	1,619	1,217	3,400	3,350

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

BUSINESS SERVICES

580 - Central Services	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Materials and Services				
529140 Lodging	6,670	7,467	11,750	11,950
529210 Meetings	1,046	1,126	2,650	2,850
529220 Conferences	10,322	7,974	18,810	23,300
529230 Training	43,980	48,381	65,368	68,400
529300 Dues and Memberships	9,281	10,614	8,550	8,045
529440 Safety Grants	271	4,913	6,500	6,500
529450 Wellness Grants	13,500	16,575	6,500	6,500
529650 Pre Employment Costs	711	898	650	650
529690 Other Investigations	99	1,932	300	300
529740 Fairs and Shows	93	375	3,075	1,575
529840 Professional Licenses	525	550	0	0
529850 Device Licenses	692	3,076	1,000	7,000
529860 Permits	2,723	1,718	900	900
529910 Awards and Recognition	3,172	7,355	13,490	13,890
529999 Miscellaneous Expense	0	338	0	0
Miscellaneous Total	102,456	122,824	156,402	173,273
Materials and Services Total	966,390	1,059,907	1,117,799	1,174,983
Administrative Charges				
611100 County Admin Allocation	71,915	71,682	83,590	92,581
611300 Legal Services Allocation	53,797	79,649	92,534	89,890
611400 Information Tech Allocation	104,964	107,636	123,233	140,549
611410 FIMS Allocation	88,374	82,559	77,378	83,383
611420 Telecommunications Allocation	13,383	11,496	14,391	14,705
611430 Info Tech Direct Charges	31,345	25,934	42,087	39,385
611600 Finance Allocation	46,305	49,335	58,300	63,803
611800 MCBEE Allocation	5,200	1,443	4,967	3,870
612100 IT Equipment Use Charges	7,037	7,719	14,627	10,972
614100 Liability Insurance Allocation	60,800	55,900	37,900	24,600
614200 WC Insurance Allocation	18,300	16,200	29,500	30,000
Administrative Charges Total	501,420	509,553	578,507	593,738
Central Services Total	6,525,870	6,882,747	7,639,163	8,110,685
Business Services Grand Total	6,525,870	6,882,747	7,639,163	8,110,685

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

CLERK'S OFFICE

CLERK'S OFFICE



MISSION STATEMENT

The Marion County Clerk promotes democracy, public trust and confidence in citizen government by conducting fair and open elections and by providing professional service to all customers with dignity and respect.

The Marion County Clerk protects property rights through recording ownership and claims on property in real time.

The clerks record, license, provide access to and preserve for posterity those records entrusted to their care. The Marion County Clerk shares and supports the Marion County Mission Statement, Vision Statement and Statement of Values adopted by the Board of Commissioners, department heads and elected officials.

GOALS AND OBJECTIVES

- Goal 1 Increase Efficiency - Evaluate business processes to make better use of management skills, technology and resources.
 - Objective 1 Implement process changes as identified in the Clerk's Office Function and Strategic Plan.

- Goal 2 Streamline Business Practices - Analyze current processes for needed modifications regarding fiscal responsibilities.
 - Objective 1 Identify and analyze current business processes in the areas of administration, licensing and recording, elections and Board of Property Tax Appeals.
 - Objective 2 Outline needs to achieve the modifications to business practices and develop a plan to address the modifications.

- Goal 3 Customer Service - Maintain quality customer service both over the telephone and to walk-in residents.
 - Objective 1 Ensure telephones are answered by a staff member during working hours.
 - Objective 2 Continue office practice of returning phone messages within 24 hours.
 - Objective 3 Catalog verbal and written compliments and comments on customer service for annual review.
 - Objective 4 Provide annual customer service training for all staff.
 - Objective 5 Retrieve and deliver routine records requests from archives within 3 business days (72 hours).

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

CLERK'S OFFICE

DEPARTMENT OVERVIEW

The Marion County Clerk is an elected position.

The County Clerk consists of four programs: (1) Licensing and Recording, (2) Elections, (3) Administration, and (4) Board of Property Tax Appeals (BoPTA). Each has a specific set of responsibilities assigned by Oregon law or county policy. All functions are mandated by Oregon law except the operation of the archives facility and passport agency functions.

RESOURCE AND REQUIREMENT SUMMARY

Clerk's Office	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Charges for Services	150,938	145,926	150,000	150,000	0.0%
Interest	411	893	765	1,000	30.7%
General Fund Transfers	2,431,514	2,597,045	2,909,751	3,011,403	3.5%
Net Working Capital	32,630	69,648	94,541	126,441	33.7%
TOTAL RESOURCES	2,615,493	2,813,512	3,155,057	3,288,844	4.2%
REQUIREMENTS					
Personnel Services					
Salaries and Wages	833,433	744,388	837,300	922,072	10.1%
Fringe Benefits	427,795	431,862	525,089	571,373	8.8%
Total Personnel Services	1,261,228	1,176,250	1,362,389	1,493,445	9.6%
Materials and Services					
Supplies	51,151	38,884	62,598	55,768	-10.9%
Materials	2,159	9,663	10,450	11,650	11.5%
Communications	105,964	106,911	97,150	81,150	-16.5%
Utilities	39,778	38,032	36,186	36,519	0.9%
Contracted Services	395,684	547,538	530,450	512,150	-3.4%
Repairs and Maintenance	53,073	121,609	85,750	119,550	39.4%
Rentals	179,036	196,785	304,254	292,415	-3.9%
Miscellaneous	26,226	22,245	18,650	36,180	94.0%
Total Materials and Services	853,072	1,081,667	1,145,488	1,145,382	0.0%
Administrative Charges	431,546	461,830	595,817	569,121	-4.5%
Contingency	0	0	24,530	24,500	-0.1%
Ending Fund Balance	0	0	26,833	56,396	110.2%
TOTAL REQUIREMENTS	2,545,846	2,719,747	3,155,057	3,288,844	4.2%
FTE	13.50	14.50	14.70	14.70	0.0%

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

CLERK'S OFFICE

FUNDS

Fund Name	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	% of Total
RESOURCES					
FND 100 General Fund	2,431,514	2,597,045	2,909,751	3,011,403	91.6%
FND 120 County Clerk Records	183,979	216,467	245,306	277,441	8.4%
TOTAL RESOURCES	2,615,493	2,813,512	3,155,057	3,288,844	100.0%
REQUIREMENTS					
FND 100 General Fund	2,431,514	2,597,045	2,909,751	3,011,403	91.6%
FND 120 County Clerk Records	114,331	122,701	245,306	277,441	8.4%
TOTAL REQUIREMENTS	2,545,846	2,719,747	3,155,057	3,288,844	100.0%

PROGRAMS

	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Licensing and Recording	979,049	1,096,536	1,400,235	1,454,999	3.9%
Elections	1,342,163	1,373,388	1,404,679	1,456,987	3.7%
Board of Property Tax Appeals	64,373	62,678	82,443	88,181	7.0%
CL Administration	229,909	280,911	267,700	288,677	7.8%
TOTAL RESOURCES	2,615,493	2,813,512	3,155,057	3,288,844	4.2%
REQUIREMENTS					
Licensing and Recording	909,402	1,002,771	1,400,235	1,454,999	3.9%
Elections	1,342,163	1,373,388	1,404,679	1,456,987	3.7%
Board of Property Tax Appeals	64,373	62,678	82,443	88,181	7.0%
CL Administration	229,909	280,911	267,700	288,677	7.8%
TOTAL REQUIREMENTS	2,545,846	2,719,747	3,155,057	3,288,844	4.2%

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

CLERK'S OFFICE

Licensing and Recording Program

- Deed and mortgage recording entails recording and maintaining a permanent record of all property transactions occurring in Marion County. This amounts to approximately 58,000-60,000 new property documents this year and maintenance of records on approximately three million transactions.
- Records management responsibilities include operating the county archives facility which houses approximately 18,000 cubic feet of records representing over 54 million pieces of paper.
- Records management also includes microfilming, indexing, preservation and management of marriage licenses, domestic partnerships and the permanent maintenance of all records of the Board of Commissioners proceedings, also known as the "County Commissioners Administrative Journal" dating back to 1846.
- Licensing includes the issuance of approximately 2,550 marriage licenses per year and the processing of approximately 850 to 5,000 passport applications for the United States Department of State, and the processing of liquor license applications and annual renewals. The number of passport applications has increased significantly from an average of 850 per year to an anticipated 3,640 this year. This increase is due mostly to the present political climate, immigration policy and families attempting to stay united or to be able to re-unite in the face of deportation. The Clerk's Office has also realized more passport business since Salem's main United States Postal Service office began requiring appointments for passport acceptance in late 2016.

Program Summary

Clerk's Office

Program: Licensing and Recording

	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Charges for Services	150,938	145,926	150,000	150,000	0.0%
Interest	411	893	765	1,000	30.7%
General Fund Transfers	795,070	880,069	1,154,929	1,177,558	2.0%
Net Working Capital	32,630	69,648	94,541	126,441	33.7%
TOTAL RESOURCES	979,049	1,096,536	1,400,235	1,454,999	3.9%
REQUIREMENTS					
Personnel Services	399,154	421,072	560,116	596,399	6.5%
Materials and Services	352,734	408,863	563,609	563,875	0.0%
Administrative Charges	157,514	172,835	225,147	213,829	-5.0%
Contingency	0	0	24,530	24,500	-0.1%
Ending Fund Balance	0	0	26,833	56,396	110.2%
TOTAL REQUIREMENTS	909,402	1,002,770	1,400,235	1,454,999	3.9%
FTE	6.50	7.50	7.50	7.50	0.0%

FTE By Position Title By Program

Program: Licensing and Recording	
Position Title	FTE
Deputy County Clerk 2	6.00
Elections and Recording Manager	0.50
Records Coordinator	1.00
Program Licensing and Recording FTE Total:	7.50

FTE Changes

FTE remains the same at 7.5. There are 6.0 Deputy County Clerks, 1.0 Records Coordinator and a 0.5 Elections and Recording Manager.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

CLERK'S OFFICE

Licensing and Recording Program Budget Justification

RESOURCES

Resources increased slightly to meet increased requirements for Personnel Services. Resources for the County Clerk's Records Fund are generated through a portion of the licensing and recording charges for recording documents.

REQUIREMENTS

There is a slight increase in the Licensing and Recording General Fund budget due to Personnel Services increases in PERS and insurance.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

CLERK'S OFFICE

Elections Program

- Maintains a voter registration file for approximately 204,000 registered voters, 20,600 inactive registered voters, 19,000 canceled voters, 3,200 pending voters and processes over 89,000 file changes annually. Changes include new voters, updates, inactivations and cancellations.
- Administers and conducts all elections held in Marion County for federal, state, county and local government districts including: twenty cities, two community colleges, two education service districts, twelve school districts, twenty fire districts, four water control districts, two domestic water districts, a Soil and Water Conservation District, three sewer districts, a library district, a parks and recreation district and a Marion County Justice Court.
- Administers and conducts the election of precinct committee persons for the Democratic and Republican political parties in May every even numbered year.
- Designs Marion County election ballots and voter pamphlet, programs and maintains ballot tally (counting) system; issues ballots, verifies signatures, processes and counts the ballots; provides official results and reports on all candidate and measure races. Certifies election results to the Secretary of State.
- Provides set-up and maintains 23 ballot drop site locations countywide for major elections ensuring security and regular ballot collection. Curb-side 24/7 ballot drop boxes have been placed at Keizer City Hall, Silverton City Hall, Woodburn Library, Mt. Angel Library, Marion County Public Works, and Marion County Health Department.
- Processes initiative, referendum and recall petitions for state, county and district elections. Election office is the Filing Officer for county and local district candidate, measure and petition filings.
- Establishes precinct boundaries and maintains the boundaries for 73 individual voting jurisdictions. Works with the county Geographic Information System (GIS) and the Census Bureau to carry out re-apportionment or re-districting for equal representation to applicable jurisdictions. Continuously updates address library coordinating updates with the county GIS.
- Provides technical and general information for voters, candidates, campaign committees, petitioners, government agencies, the press and the public.

Program Summary

Clerk's Office	Program: Elections				
	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
General Fund Transfers	1,342,163	1,373,388	1,404,679	1,456,987	3.7%
TOTAL RESOURCES	1,342,163	1,373,388	1,404,679	1,456,987	3.7%
REQUIREMENTS					
Personnel Services	639,742	486,037	545,466	610,201	11.9%
Materials and Services	478,466	651,172	556,286	556,426	0.0%
Administrative Charges	223,954	236,179	302,927	290,360	-4.1%
TOTAL REQUIREMENTS	1,342,163	1,373,388	1,404,679	1,456,987	3.7%
FTE	5.00	5.00	5.00	5.00	0.0%

FTE By Position Title By Program

Program: Elections	
Position Title	FTE
Elections and Recording Manager	0.50
Elections Clerk	2.50
Elections Technician	1.00

MARION COUNTY FY 2019-20 BUDGET
 BY DEPARTMENT
 CLERK'S OFFICE

Program: Elections	
Position Title	FTE
Support Specialist (Non-IT)	1.00
Program Elections FTE Total:	5.00

- FTE remains the same. The FTE count shown does not include 2.5 FTE Department Specialist 2 temporary part-time positions.

FTE Changes

FTE remains the same at 5.0. There are 2.50 Elections Clerks, 1.0 Support Specialist (Non-IT), 1.0 Elections Technician and 0.5 Elections and Recording Manager.

Elections Program Budget Justification

RESOURCES

Resources increased to meet increased requirements. Funds are transferred from the General Fund. Reimbursements from some elections are deposited in the General Fund.

REQUIREMENTS

Personnel Services increased mostly due to health care and PERS requirements. The Oregon Motor Voter Law, HB-2177 of 2015, became effective January 1, 2016. Voter registration is projected to increase by at least 10,000 annually for each of the following five years. With the passage of HB-2948 of 2017, 16 year olds can now register to vote. If pending 2019 legislation passes, 16 and 17 year-olds will be able to vote for state and local contests. Since they will not be able to vote on federal contests, our unique ballot styles for print will increase by a minimum of 123 to over 500. Pending legislation to use business reply mail on ballot return envelopes could raise our postage requirements by as much as \$120,000 per year. We would later be reimbursed for this postage by the Oregon Secretary of State. Neither of these legislative initiatives are presently budgeted. We will address these through the supplemental budget process if either becomes law. A proposal to change the Presidential General Election from May to March might affect cash flow and require more work over the Christmas and New Year holiday season.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

CLERK'S OFFICE

Board of Property Tax Appeals Program

- The Board of Property Tax Appeals provides a venue for property taxpayers to appeal the assessed value of their property. The citizen board provides both a level of accountability to government and an independent review plus an explanation to the taxpayer of property value methods used by the Assessor.
- The Clerk's Office seeks board candidates for Board of Commissioner's approval and schedules their training, organizes and records the petitions, schedules the petition hearings, and sets up the hearing room and equipment. A public notice is completed and posted. Questions from the public are answered throughout the year.
- The Clerk's Office assists the Board of Property Tax Appeals in processing and hearing petitions of real and personal land and business owners or their representatives appealing the assessed and real market values of their property.

Program Summary

Clerk's Office

Program: Board of Property Tax Appeals

	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
General Fund Transfers	64,373	62,678	82,443	88,181	7.0%
TOTAL RESOURCES	64,373	62,678	82,443	88,181	7.0%
REQUIREMENTS					
Personnel Services	41,651	40,689	50,209	59,781	19.1%
Materials and Services	6,764	5,158	10,649	7,711	-27.6%
Administrative Charges	15,957	16,830	21,585	20,689	-4.2%
TOTAL REQUIREMENTS	64,372	62,677	82,443	88,181	7.0%
FTE	0.50	0.50	0.60	0.60	0.0%

FTE By Position Title By Program

Program: Board of Property Tax Appeals	
Position Title	FTE
Department Specialist 4	0.60
Program Board of Property Tax Appeals FTE Total:	0.60

FTE Changes

There are two Department Specialist 4 positions budgeted at 0.30 FTE.

Board of Property Tax Appeals Program Budget Justification

RESOURCES

There is a slight increase in Resources to meet Requirements. The Board of Property Tax Appeals (BoPTA) Program is funded entirely by the General Fund. Note that a portion of the General Fund Transfers revenue is indirectly derived from the Oregon Department of Revenue County Assessment Function Funding Assistance (CAFFA) grant since BoPTA administration is part of the grant request the Assessor's Office submits annually.

REQUIREMENTS

The Personnel Services increase is largely attributed to both fringe benefit increases, mainly PERS and health insurance. There was a decrease of 27.6% in Materials and Services to adjust the BoPTA budget more in line with actual program expenditures with the decreased amount being moved to the Administration Program to support on-going administration expenses.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

CLERK'S OFFICE

CL Administration Program

- Provides and facilitates department leadership and vision.
- The clerk speaks with various groups and organizations and through these engagements the clerk is able to educate the public on what the County Clerk does and what is new within the department. Also offers tours of the Clerk's facilities to school children and other groups and individuals.
- Coordinates long-term planning.
- Provides overall departmental supervision.
- Responsible for economic forecasting, budget preparation, payroll, contract administration, accounts payable, and financial analysis.
- Tracks state and federal legislation and rules in coordination with the Oregon Association of County Clerks and national professional organizations.
- Serves as support staff to the Board of Property Tax Appeals, including public notice, processing appeals, scheduling, organizing and assisting the board in managing hearings, and compiling and reporting results. Staff also schedules, provides training, and assures that board members are certified to Department of Revenue standards.
- Serves as the independent custodian of the Board of Commissioners Journal.
- Is the statutory County Records Administrator.
- Creates and maintains a healthy environment in which employees, customers, and other stakeholders thrive.

Program Summary

Clerk's Office	Program: CL Administration				
	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
General Fund Transfers	229,909	280,911	267,700	288,677	7.8%
TOTAL RESOURCES	229,909	280,911	267,700	288,677	7.8%
REQUIREMENTS					
Personnel Services	180,681	228,452	206,598	227,064	9.9%
Materials and Services	15,107	16,473	14,944	17,370	16.2%
Administrative Charges	34,120	35,986	46,158	44,243	-4.1%
TOTAL REQUIREMENTS	229,909	280,911	267,700	288,677	7.8%
FTE	1.50	1.50	1.60	1.60	0.0%

FTE By Position Title By Program

Program: CL Administration	
Position Title	FTE
County Clerk	1.00
Department Specialist 4	0.60
Program CL Administration FTE Total:	1.60

FTE Changes

FTE remains the same at 1.60.

MARION COUNTY FY 2019-20 BUDGET
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CLERK'S OFFICE

CL Administration Program Budget Justification

RESOURCES

The increase in General Fund Transfers revenue is allocated primarily to Personnel Services.

REQUIREMENTS

The Personnel Services increase is largely attributed to fringe benefits increases, mainly PERS and health insurance. There is a 16.2% increase in Materials and Services from funds moved from the BoPTA program to more accurately reflect on-going administration expenses.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

CLERK'S OFFICE

KEY DEPARTMENT ACCOMPLISHMENTS

- The office administered three elections in 2018-19: An Aumsville recall election in July, a November general election and a May district election.
- Personnel continues to receive compliments from customers on our high level of quality customer service. We are committed to delivering exceptional customer service.
- During the first eight months of FY 2018-19, Licensing and Recording recorded 37,680 documents, 1,562 marriage licenses, and processed 2,525 passport applications.
- In 2018-19, Board of Property Tax Appeals received 95 petitions; 50 residential, 0 multi-family, 37 commercial, 8 farm, 3 specialty assessed, soil class and rural, 18 manufactured structures, 25 personal property, 19 stipulations, 1 late filing and 5 withdrawn. Residential properties not only include real properties but also manufactured homes and multi-family properties. Commercial properties will include business personal properties. Personal properties will include both business personal properties and manufactured homes. Farm properties will also include specially assessed properties.
- From January 2018 through December 2018, 3,484 archive records boxes met their retention dates, allowing archives to destroy them. It is anticipated that more than 1,200 boxes will be destroyed prior to June 30, 2019. 1,372 boxes were accessioned (added and catalogued) into archives. 2029 requests were received for records/files from archives in 2018.
- Electronic submission of land record documents for recording began in March 2016. E-Recording accounts for approximately 60% of total recorded documents and 85% of recording revenue.
- We expect to have back indexed 33,570 land records from the early 1970's, making them digitally accessible to the public and closing this gap with modern indexing and searching capabilities by the end of June 2019.
- We have updated our micro film readers with Scan Pro 3000's to improve public viewing and printing while allowing us to digitize micro film.
- We introduced a Laserfiche deed index (direct/indirect) allowing the public to research deeds from 1920 back to 1849 on our in-office public search computers rather than using books or micro film.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

CLERK'S OFFICE

KEY INDICATORS

1: Recording Revenue From Licensing and Recording

Definition and Purpose

The revenue from land document recordings is tracked on a monthly and annual basis. The department tracks recording revenue back to 1999. This is an element in predicting workload and revenue.

Significance

This is necessary to project revenue and resource demands. This addresses the county strategic plan Goal #1: Provide efficient, effective, and responsive government through stewardship and accountability.

Data Units Fiscal Year

FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Estimate	FY 19-20 Estimate
\$1,391,425	\$1,633,214	\$1,532,457	\$1,330,436	\$1,300,000

Explanation of Trends and Changes

We are predicting a decrease in recording revenue to \$1,300,000 for FY 19-20.

2: Election Costs

Definition and Purpose

Election costs, using the Secretary of State formula, have been tracked since May 2000. These figures help determine future budget projections and cost forecasting to manage resources. The below figures are cost per ballot issued.

Significance

This key indicator tracks the cost per voter in administering major elections in a given fiscal year. Cost of regular staff is not included in the Secretary of State formula except for hours worked beyond the normal work week. All election board workers and temporary staff are included, as well as printing, postage, mail handling services, security, cargo van rental, supplies, other contractual services, and amortization of equipment. This key indicator facilitates the county strategic plan Goal #1: Provide efficient, effective, and responsive government through stewardship and accountability.

Data Units Fiscal Year

FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Estimate	FY 19-20 Estimate
\$1.68	\$2.12	\$1.53	\$1.82	\$1.80

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

CLERK'S OFFICE

Explanation of Trends and Changes

Election costs vary significantly depending on the type of election, size of the ballot, number of ballot styles and number of ballots cast by voters. One election can have in excess of 568 different ballot styles. Personnel, postage, printing, and maintenance costs continue to rise. Reimbursement varies greatly in that the State of Oregon will pay for most of an initiative election, but will not pay for a primary or general election. Cities are exempt from paying during primary and general elections. Districts pay a portion of the cost for district elections. Reimbursements are not factored in the above figures. The figures are based on ballots mailed.

Voter Registration was 150,139 at the end of December, 2015, just before beginning automatic voter registration. As of April 18, 2019, the count is about 204,000. Voter registration will grow at least 8,000-10,000 per year over the next three years in large part to the new Oregon Motor Voter program where new Department of Motor Vehicles (DMV) license, permit and ID registrants, along with updating DMV registrants, are automatically added to voter rolls if they are a citizen, of age, and not registered to vote. Election administration costs will necessarily increase in service of these new voters.

3: Board of Property Tax Appeals

Definition and Purpose

The Clerk's Office tracks the number of property tax appeal petitions filed each year. Also tracked are the assessed value reduction and assessed value considered. This data is necessary for resource management and planning, budget projections, and the Assessor's County Assessment Function Funding Assistance grant application with the Oregon Department of Revenue.

Significance

With home and other property values recently increasing, fewer property owners are appealing their value assessed. Those that do appeal are given our full attention and this exemplifies the county strategic plan Goal #1: Provide efficient, effective, and responsive government through stewardship and accountability.

Data Units Fiscal Year

FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Estimate	FY 19-20 Estimate
151 Appeals	111 Appeals	83 Appeals	95 Appeals	100 Appeals

Explanation of Trends and Changes

The number of petitions filed decreased. Property values have increased. But because of Measure 50, tax bills have not increased substantially, so fewer taxpayers are requesting a hearing to review their property's assessed value or true market value.

4: Marriage Licenses and Passports Applications

Definition and Purpose

Marriage licenses issued and passport applications received are tracked for a ten-year period. The purpose is to note if there are any changing trends.

Significance

Marriage licenses issued and passport applications received are tracked for informational purposes. This key indicator relates to the county strategic plan Goal #1: Provide efficient, effective, and responsive government through stewardship and accountability.

MARION COUNTY FY 2019-20 BUDGET
 BY DEPARTMENT
 CLERK'S OFFICE

Data Units Fiscal Year

FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Estimate	FY 19-20 Estimate
2,567 Marriage Licenses	2,593 Marriage Licenses	2,372 Marriage Licenses	2,440 Marriage Licenses	2,600 Marriage Licenses
1,118 Passport Applications	5,673 Passport Applications	5,173 Passport Applications	3,640 Passport Applications	3,750 Passport Applications

Explanation of Trends and Changes

The number of marriage licenses issued has averaged 2,292 over the last sixteen years with a high of 2,593 in 2016-17. The license requests more than double in summer months over the winter months.

Between 2000 and 2016, the number of passports issued has averaged 853 with a high of 1,378 in 2006-07. The number of passport applications increased dramatically after the November 2016 Presidential General Election due to the current political climate coupled with Salem's main United States Post Office recently requiring appointments for accepting applications. 7,112 passport applications were processed in calendar year 2017.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

CLERK'S OFFICE

Resources by Fund Detail

100 - General Fund	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
General Fund Transfers				
381100 Transfer from General Fund	2,431,514	2,597,045	2,909,751	3,011,403
General Fund Transfers Total	2,431,514	2,597,045	2,909,751	3,011,403
General Fund Total	2,431,514	2,597,045	2,909,751	3,011,403
120 - County Clerk Records	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Charges for Services				
341820 County Clerk Records Fees	150,938	145,926	150,000	150,000
Charges for Services Total	150,938	145,926	150,000	150,000
Interest				
361000 Investment Earnings	411	893	765	1,000
Interest Total	411	893	765	1,000
Net Working Capital				
392000 Net Working Capital Unrestr	32,630	69,648	94,541	126,441
Net Working Capital Total	32,630	69,648	94,541	126,441
County Clerk Records Total	183,979	216,467	245,306	277,441
Clerk's Office Grand Total	2,615,493	2,813,512	3,155,057	3,288,844

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

CLERK'S OFFICE

Requirements by Fund Detail

100 - General Fund	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Personnel Services				
Salaries and Wages				
511110 Regular Wages	511,346	486,538	635,451	700,090
511120 Temporary Wages	77,170	85,844	82,972	84,662
511130 Vacation Pay	30,404	22,466	0	0
511140 Sick Pay	32,200	18,456	0	0
511150 Holiday Pay	28,216	22,164	0	0
511160 Comp Time Pay	0	75	0	0
511210 Compensation Credits	9,881	8,547	9,796	10,321
511240 Leave Payoff	9,091	6,891	0	0
511260 Election Workers	73,527	33,874	60,000	60,000
511270 Leadworker Pay	0	145	0	0
511280 Cell Phone Pay	1,204	1,204	1,200	1,200
511290 Health Insurance Waiver Pay	1,914	0	0	2,400
511410 Straight Pay	0	32	0	0
511420 Premium Pay	12,264	9,027	0	12,054
511450 Premium Pay Temps	1,198	982	0	0
Salaries and Wages Total	788,414	696,245	789,419	870,727
Fringe Benefits				
512010 Fringe Benefits Budget Only	0	0	0	4,460
512110 PERS	105,326	111,282	124,532	163,591
512120 401K	8,872	9,282	9,370	9,917
512130 PERS Debt Service	29,032	27,700	38,716	37,782
512200 FICA	54,956	49,195	55,183	60,346
512310 Medical Insurance	174,915	177,004	232,824	226,464
512320 Dental Insurance	17,101	16,461	23,140	22,512
512330 Group Term Life Insurance	1,039	945	1,204	1,324
512340 Long Term Disability Insurance	2,170	1,951	2,701	2,955
512400 Unemployment Insurance	2,908	2,226	2,389	2,639
512520 Workers Comp Insurance	520	403	482	482
512600 Wellness Program	491	451	600	600
512610 Employee Assistance Program	359	334	408	510
512700 County HSA Contributions	0	1,896	0	1,950
Fringe Benefits Total	397,689	399,129	491,549	535,532
Personnel Services Total	1,186,103	1,095,374	1,280,968	1,406,259
Materials and Services				
Supplies				
521010 Office Supplies	9,627	10,026	10,300	10,500
521050 Janitorial Supplies	192	0	100	100
521070 Departmental Supplies	13,979	5,002	16,850	8,600

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

CLERK'S OFFICE

100 - General Fund	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Materials and Services				
521110 First Aid Supplies	6	0	0	0
521190 Publications	81	995	248	968
521210 Gasoline	377	552	100	600
521220 Diesel	0	16	0	0
Supplies Total	24,262	16,591	27,598	20,768
Materials				
522150 Small Office Equipment	130	258	4,400	3,400
522160 Small Departmental Equipment	1,987	9,010	3,400	3,100
522170 Computers Non Capital	42	394	1,000	3,500
522180 Software	0	0	1,650	1,650
Materials Total	2,159	9,663	10,450	11,650
Communications				
523020 Phone and Communication Svcs	0	0	450	450
523040 Data Connections	2,158	2,004	1,700	1,700
523050 Postage	103,622	104,745	95,000	79,000
523090 Long Distance Charges	183	162	0	0
Communications Total	105,964	106,911	97,150	81,150
Utilities				
524010 Electricity	31,541	31,148	32,348	32,687
524020 Street Light Electricity	20	20	21	21
524040 Natural Gas	4,429	3,032	334	318
524050 Water	648	665	589	563
524070 Sewer	1,173	1,177	1,053	1,084
524090 Garbage Disposal and Recycling	1,797	1,990	1,841	1,846
Utilities Total	39,610	38,032	36,186	36,519
Contracted Services				
525430 Programming and Data Services	140,617	171,452	170,500	170,500
525450 Subscription Services	219	0	0	0
525555 Security Services	15,544	17,074	16,500	20,000
525710 Printing Services	192,402	283,599	240,250	220,450
525715 Advertising	5,413	3,339	5,500	5,500
525735 Mail Services	35,711	61,390	36,850	36,850
525740 Document Disposal Services	277	921	3,050	2,850
525770 Interpreters and Translators	0	0	100	300
525999 Other Contracted Services	5,501	9,763	8,700	6,700
Contracted Services Total	395,684	547,538	481,450	463,150
Repairs and Maintenance				
526010 Office Equipment Maintenance	130	0	0	0

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

CLERK'S OFFICE

100 - General Fund	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Materials and Services				
526011 Dept Equipment Maintenance	4,348	16,798	17,450	17,450
526021 Computer Software Maintenance	44,334	102,531	68,200	102,000
526030 Building Maintenance	4,261	2,280	100	100
Repairs and Maintenance Total	53,073	121,609	85,750	119,550
Rentals				
527100 Vehicle Rental	8,733	1,803	6,750	3,750
527110 Fleet Leases	4,344	4,644	4,644	4,644
527120 Motor Pool Mileage	929	2,000	250	250
527130 Parking	6,609	2,177	8,000	1,160
527140 County Parking	3,380	3,300	3,300	2,640
527210 Building Rental Private	114,718	143,014	239,460	240,460
527240 Condo Assn Assessments	30,655	30,724	31,449	31,360
527300 Equipment Rental	9,670	9,122	10,401	8,151
Rentals Total	179,036	196,785	304,254	292,415
Miscellaneous				
529110 Mileage Reimbursement	1,291	1,570	2,150	4,200
529120 Commercial Travel	4,102	1,729	3,250	4,250
529130 Meals	1,774	1,419	1,350	1,850
529140 Lodging	10,128	7,004	4,575	7,775
529210 Meetings	945	772	900	900
529220 Conferences	3,352	5,267	2,200	5,080
529230 Training	1,117	1,714	1,400	9,500
529300 Dues and Memberships	1,680	2,210	2,250	2,250
529650 Pre Employment Costs	804	560	0	0
529910 Awards and Recognition	0	0	575	375
529999 Miscellaneous Expense	1,034	0	0	0
Miscellaneous Total	26,226	22,245	18,650	36,180
Materials and Services Total	826,013	1,059,374	1,061,488	1,061,382
Administrative Charges				
611100 County Admin Allocation	23,573	22,011	25,012	26,581
611210 Facilities Mgt Allocation	71,259	76,798	78,631	89,453
611220 Custodial Allocation	52,941	54,543	59,690	63,543
611230 Courier Allocation	1,119	849	766	745
611250 Risk Management Allocation	2,021	2,078	2,290	2,470
611255 Benefits Allocation	5,212	4,926	5,181	4,875
611260 Human Resources Allocation	19,909	17,757	20,927	21,093
611300 Legal Services Allocation	25,008	29,911	28,662	21,975
611400 Information Tech Allocation	106,940	112,031	130,035	149,386
611410 FIMS Allocation	30,250	28,233	25,760	28,615
611420 Telecommunications Allocation	6,159	5,596	7,754	9,109

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

CLERK'S OFFICE

100 - General Fund	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Administrative Charges				
611430 Info Tech Direct Charges	20,588	39,119	114,425	67,944
611600 Finance Allocation	32,002	28,013	36,673	33,179
611800 MCBEE Allocation	1,729	479	1,607	1,289
612100 IT Equipment Use Charges	10,788	11,454	20,682	15,105
614100 Liability Insurance Allocation	6,200	5,100	5,700	4,900
614200 WC Insurance Allocation	3,700	3,400	3,500	3,500
Administrative Charges Total	419,398	442,298	567,295	543,762
General Fund Total	2,431,514	2,597,045	2,909,751	3,011,403
120 - County Clerk Records	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Personnel Services				
Salaries and Wages				
511110 Regular Wages	38,536	38,452	46,108	47,036
511130 Vacation Pay	3,132	3,287	0	0
511140 Sick Pay	417	2,220	0	0
511150 Holiday Pay	2,070	1,572	0	0
511210 Compensation Credits	865	2,612	1,773	1,809
511420 Premium Pay	0	0	0	2,500
Salaries and Wages Total	45,020	48,143	47,881	51,345
Fringe Benefits				
512110 PERS	5,480	7,006	9,241	11,210
512130 PERS Debt Service	4,094	4,546	2,873	2,589
512200 FICA	3,418	3,477	3,613	3,686
512310 Medical Insurance	15,038	15,711	15,696	16,176
512320 Dental Insurance	1,554	1,488	1,560	1,608
512330 Group Term Life Insurance	83	84	87	89
512340 Long Term Disability Insurance	172	174	196	198
512400 Unemployment Insurance	170	152	177	181
512520 Workers Comp Insurance	27	25	30	30
512600 Wellness Program	40	40	40	40
512610 Employee Assistance Program	29	29	27	34
Fringe Benefits Total	30,105	32,733	33,540	35,841
Personnel Services Total	75,125	80,876	81,421	87,186
Materials and Services				
Supplies				
521070 Departmental Supplies	26,890	22,293	35,000	35,000
Supplies Total	26,890	22,293	35,000	35,000
Utilities				
524010 Electricity	169	0	0	0
Utilities Total	169	0	0	0

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

CLERK'S OFFICE

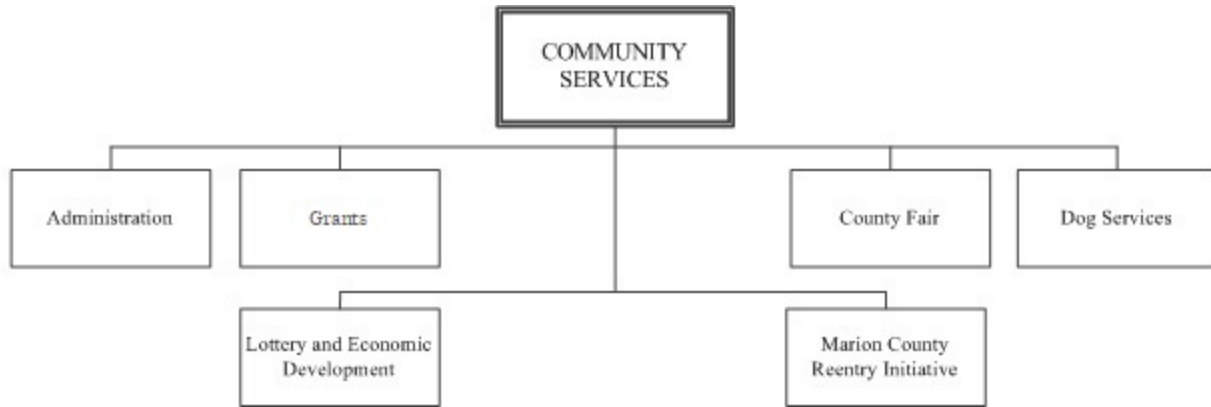
120 - County Clerk Records	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Materials and Services				
Contracted Services				
525430 Programming and Data Services	0	0	49,000	49,000
Contracted Services Total	0	0	49,000	49,000
Materials and Services Total	27,058	22,293	84,000	84,000
Administrative Charges				
611100 County Admin Allocation	1,200	1,457	1,673	1,786
611230 Courier Allocation	60	49	45	47
611255 Benefits Allocation	279	289	306	310
611260 Human Resources Allocation	1,065	1,041	1,237	1,344
611400 Information Tech Allocation	5,261	8,283	9,884	10,733
611410 FIMS Allocation	1,447	2,100	1,939	2,021
611420 Telecommunications Allocation	274	424	558	665
611430 Info Tech Direct Charges	1,051	2,883	8,730	4,719
611600 Finance Allocation	898	2,117	2,464	2,550
611800 MCBEE Allocation	82	35	121	91
612100 IT Equipment Use Charges	531	854	1,565	1,093
Administrative Charges Total	12,148	19,532	28,522	25,359
Contingency				
571010 Contingency	0	0	24,530	24,500
Contingency Total	0	0	24,530	24,500
Ending Fund Balance				
573010 Unapprop Ending Fund Balance	0	0	26,833	56,396
Ending Fund Balance Total	0	0	26,833	56,396
County Clerk Records Total	114,331	122,701	245,306	277,441
Clerk's Office Grand Total	2,545,846	2,719,747	3,155,057	3,288,844

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

COMMUNITY SERVICES

COMMUNITY SERVICES



MISSION STATEMENT

Learn, lead, and invest in bold and meaningful ways to empower families and communities to flourish.

GOALS AND OBJECTIVES

- Goal 1 Administration: Provide integrated operational support to ensure all programs achieve optimum effectiveness.
 - Objective 1 Provide consistent and timely service to all internal and external customers, including support to advisory bodies.
 - Objective 2 Communicate effectively with all partners and stakeholders to ensure information is provided in an efficient, effective, and responsive manner.
 - Objective 3 Advise and execute to provide innovative and lasting solutions to challenging issues.

- Goal 2 Viable Communities: Promote resilient communities that prosper and work in partnership to maintain and improve the quality of life.
 - Objective 1 Develop resilient relationships and networks throughout the county that motivate individuals to contribute to the common good.
 - Objective 2 Provide opportunities for residents to participate in decision-making to ensure outcomes benefit local communities.
 - Objective 3 Support catalytic collaborations by developing transformational relationships with community leaders from diverse disciplines and interests.

- Goal 3 Economic Development: Serve as a convener and manager of Marion County’s economic development strategic plan and ensure stakeholders are engaged and working toward economic growth, increased employment, and improved standards of living.
 - Objective 1 Establish organizational capacity, align internal governance and management, and serve as a bridge between rural and urban communities in ways that foster economic growth and development.
 - Objective 2 Bring together key partners and stakeholders to problem-solve and consider complex projects.
 - Objective 3 Create business opportunities by enhancing existing industry clusters, supporting a healthy workforce, and fostering a startup ecosystem.
 - Objective 4 Foster a robust and seamless research and development system that is innovative, creates new markets within the natural resource industry, and promotes local assets that benefit businesses and programs.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

COMMUNITY SERVICES

- Objective 5 Partner with rural communities to foster the development of affordable housing, transportation options, access to recreation, and retail amenities.
- Objective 6 Provide oversight and management of the county's video lottery funding.

- Goal 4 County Fair: Provide effective and efficient administrative support that ensures the success of the Marion County Fair.
 - Objective 1 Support the fair through efficient support and wise fiscal management utilizing optimum management practices.
 - Objective 2 Support fair board members, provide excellent communication and program coordination, and develop creative revenue sources.
 - Objective 3 Provide excellent customer service to all fair participants through a streamlined registration process, quality coordination, and effective execution of events and activities.
 - Objective 4 Increase fair attendance by 3% annually and work with the Marion County Fair Board and event coordinators to identify events that attract fairgoers and will increase fair revenues.

- Goal 5 Dog Services: Protect the people and dogs of Marion County by providing professional and courteous enforcement and sheltering services.
 - Objective 1 Enforce Marion County's animal rescue, dog licensing, and dog control codes.
 - Objective 2 Provide shelter and care for lost dogs until they are reunited with their families or adopted.
 - Objective 3 Return as many dogs as possible to their owners, obtain positive outcomes for the remaining dogs via adoption, foster families, and transfers to other shelters or rescues.
 - Objective 4 Promote appropriate treatment of dogs and the responsibilities of dog ownership.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

COMMUNITY SERVICES

DEPARTMENT OVERVIEW

The Community Services Department comprises six programs that provide a variety of services that include promoting viable communities and economic development, overseeing the county fair, administering dog services, and working with partners on behalf of Marion County's children, families, and communities.

The department promotes strategic alliances between community members, civic and business leaders, social and government service agencies, and other interested parties in an effort to strengthen communities and economies. Additionally, the department manages two advisory boards; maintains the county dog services program, including the operation of the shelter; provides support to implement contracts; serves as the fiscal administrator of donations received for the Marion County Reentry Initiative client fund; facilitates the county's economic development efforts, including the oversight of Marion County's Oregon Video Lottery monies; performs budget and administrative responsibilities for the Marion County Extension and 4-H Service District; and provides the management and administrative responsibilities for the county fair.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

COMMUNITY SERVICES

RESOURCE AND REQUIREMENT SUMMARY

Community Services	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Licenses and Permits	346,419	302,917	372,649	360,500	-3.3%
Intergovernmental Federal	0	40,061	9,939	100,000	906.1%
Intergovernmental State	1,686,324	1,865,880	2,079,064	2,047,160	-1.5%
Charges for Services	349,401	367,236	348,379	337,090	-3.2%
Fines and Forfeitures	6,986	7,843	6,000	6,500	8.3%
Interest	16,681	28,064	27,100	30,050	10.9%
Other Revenues	120,500	93,359	118,050	131,835	11.7%
General Fund Transfers	1,567,842	1,735,437	2,087,811	2,100,299	0.6%
Other Fund Transfers	0	0	1,000	1,000	0.0%
Settlements	485,238	250,769	121,403	0	-100.0%
Net Working Capital	1,992,753	2,270,424	2,560,200	2,174,237	-15.1%
TOTAL RESOURCES	6,572,143	6,961,990	7,731,595	7,288,671	-5.7%
REQUIREMENTS					
Personnel Services					
Salaries and Wages	936,380	999,943	1,193,262	1,238,266	3.8%
Fringe Benefits	574,468	642,387	787,254	822,052	4.4%
Total Personnel Services	1,510,848	1,642,330	1,980,516	2,060,318	4.0%
Materials and Services					
Supplies	53,635	54,293	88,391	75,150	-15.0%
Materials	19,106	11,748	15,200	32,488	113.7%
Communications	7,355	9,133	12,550	10,610	-15.5%
Utilities	29,044	27,485	45,281	42,953	-5.1%
Contracted Services	1,195,116	1,228,613	3,625,189	3,618,075	-0.2%
Repairs and Maintenance	8,269	14,285	10,050	10,050	0.0%
Rentals	65,815	167,181	162,375	159,147	-2.0%
Insurance	6,650	5,855	9,200	6,700	-27.2%
Miscellaneous	49,291	44,963	91,894	77,862	-15.3%
Total Materials and Services	1,434,282	1,563,557	4,060,130	4,033,035	-0.7%
Administrative Charges	480,525	528,588	685,238	699,818	2.1%
Debt Service Principal	522,968	271,091	0	0	n.a.
Debt Service Interest	29,096	4,832	0	0	n.a.
Transfers Out	324,000	391,393	358,753	324,000	-9.7%
Contingency	0	0	216,422	171,500	-20.8%
Ending Fund Balance	0	0	430,536	0	-100.0%
TOTAL REQUIREMENTS	4,301,718	4,401,790	7,731,595	7,288,671	-5.7%
FTE	21.35	21.65	21.65	21.65	0.0%

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

COMMUNITY SERVICES

FUNDS

Fund Name	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	% of Total
RESOURCES					
FND 100 General Fund	635,856	761,025	886,388	853,773	11.7%
FND 160 Community Services Grants	287,681	147,662	299,080	83,984	1.2%
FND 165 Lottery and Economic Dev	3,836,493	4,105,139	4,345,311	4,068,756	55.8%
FND 230 Dog Services	1,305,184	1,301,994	1,574,551	1,656,104	22.7%
FND 270 County Fair	506,929	646,170	626,265	626,054	8.6%
TOTAL RESOURCES	6,572,143	6,961,990	7,731,595	7,288,671	100.0%
REQUIREMENTS					
FND 100 General Fund	635,856	761,025	886,388	853,773	11.7%
FND 160 Community Services Grants	175,338	55,982	299,080	83,984	1.2%
FND 165 Lottery and Economic Dev	1,858,923	1,832,067	4,345,311	4,068,756	55.8%
FND 230 Dog Services	1,285,788	1,269,465	1,574,551	1,656,104	22.7%
FND 270 County Fair	345,813	483,251	626,265	626,054	8.6%
TOTAL REQUIREMENTS	4,301,718	4,401,790	7,731,595	7,288,671	100.0%

PROGRAMS

	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
CS Administration	635,856	761,025	886,388	853,773	-3.7%
Community Services Grants	250,820	93,692	212,832	34,853	-83.6%
MC Reentry Initiative	36,861	53,970	86,248	49,131	-43.0%
Dog Services	1,305,184	1,301,994	1,574,551	1,656,104	5.2%
County Fair	506,929	646,170	626,265	626,054	0.0%
Lottery and Economic Dev	3,836,493	4,105,139	4,345,311	4,068,756	-6.4%
TOTAL RESOURCES	6,572,143	6,961,990	7,731,595	7,288,671	-5.7%
REQUIREMENTS					
CS Administration	635,856	761,025	886,388	853,773	-3.7%
Community Services Grants	158,278	31,760	212,832	34,853	-83.6%
MC Reentry Initiative	17,060	24,222	86,248	49,131	-43.0%
Dog Services	1,285,788	1,269,465	1,574,551	1,656,104	5.2%
County Fair	345,813	483,251	626,265	626,054	0.0%
Lottery and Economic Dev	1,858,923	1,832,067	4,345,311	4,068,756	-6.4%
TOTAL REQUIREMENTS	4,301,718	4,401,790	7,731,595	7,288,671	-5.7%

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

COMMUNITY SERVICES

CS Administration Program

- Supports all department program areas, implements department strategic goals, complies with state and federal reporting requirements, and manages the department's budget, human resources, accounts receivable and payable, contracts, trainings, and interdepartmental coordination.
- Supports staff involvement in countywide initiatives, such as strategic planning, safety committee, emergency management, and business continuity planning.
- Provides professional staff support to the Children and Families Commission, Marion County Fair Board, community outreach to achieve department and county objectives, ad hoc task forces, the Community Resource Network, and overall department business.
- Connects available local resources to those in need through the Community Resource Network.
- Advises, executes, and innovates to provide lasting solutions to challenging issues.
- Supports the operations of the Marion County Extension and 4-H Service District.

Program Summary

Community Services	Program: CS Administration				
	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
General Fund Transfers	635,856	761,025	886,388	853,773	-3.7%
TOTAL RESOURCES	635,856	761,025	886,388	853,773	-3.7%
REQUIREMENTS					
Personnel Services	518,471	630,092	685,521	666,095	-2.8%
Materials and Services	36,629	34,527	83,197	78,364	-5.8%
Administrative Charges	80,756	96,406	117,670	109,314	-7.1%
TOTAL REQUIREMENTS	635,856	761,025	886,388	853,773	-3.7%
FTE	5.54	6.65	6.65	6.65	0.0%

FTE By Position Title By Program

Program: CS Administration	
Position Title	FTE
Budget Analyst 1	1.00
Community Services Director	1.00
Community Services Program Coordinator	1.00
Contracts Specialist	1.00
Department Specialist 2	0.75
Department Specialist 3	1.00
Program Coordinator 1	0.90
Program CS Administration FTE Total:	6.65

FTE Changes

There are no FTE changes for FY 19-20.

CS Administration Program Budget Justification

RESOURCES

The CS Administration Program is funded entirely by the General Fund.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

COMMUNITY SERVICES

REQUIREMENTS

Increase in Personnel Services are attributed to a 2% COLA, step increases, overtime, and fringe benefit cost increases.

In Materials and Services, the significant changes this year are the removal of the electronic resource and referral portal; the transfer of the Children and Families Commissions functions from Community Services Grants to the General Fund; and a combined increase in office supplies, small office equipment, computers, and accessories to continue the development and coordination of the HOPE ALIVE Initiative.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

COMMUNITY SERVICES

Community Services Grants Program

- Secure grants and other resources needed to mobilize the community through strategies that address systemic issues or encourage prosperous conditions within Marion County.

Program Summary

Community Services

Program: Community Services Grants

	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Intergovernmental State	0	0	110,000	0	-100.0%
Charges for Services	350	0	0	0	n.a.
Interest	1,161	1,150	900	200	-77.8%
Other Revenues	21,853	0	0	25,000	n.a.
General Fund Transfers	39,123	0	40,000	3,445	-91.4%
Net Working Capital	188,333	92,542	61,932	6,208	-90.0%
TOTAL RESOURCES	250,820	93,692	212,832	34,853	-83.6%
REQUIREMENTS					
Personnel Services	42,406	0	0	0	n.a.
Materials and Services	100,284	31,760	200,439	25,000	-87.5%
Administrative Charges	15,588	0	12,393	9,853	-20.5%
TOTAL REQUIREMENTS	158,278	31,760	212,832	34,853	-83.6%
FTE	0.50	0.00	0.00	0.00	n.a.

Community Services Grants Program Budget Justification

RESOURCES

Other Revenues and General Fund Transfers are expected to increase due to anticipated Family Check-Up activities, which include potential grants from the Collins Foundation and the Oregon Community Foundation.

Net Working Capital decreased due to program activity in the prior year and the increase in shared County Administrative Fees.

REQUIREMENTS

The decrease in Materials and Services is due to Contracted Services costs associated with the Children and Families Commission being transferred over to the General Fund. This program will continue its support of Family Check-Up activities through private grants.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

COMMUNITY SERVICES

MC Reentry Initiative Program

- Participates actively in design team meetings, workgroups, and the Marion County Justice Reinvestment Council.
- Provides fiscal management of donations received in support of the Marion County Reentry Initiative. Funds collected are used to address barriers to education, training, employment, and medical care access.
- Aids in the development and implementation of sustainability plans, as well as identified administrative supports.

Program Summary

Community Services	Program: MC Reentry Initiative				
	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Other Revenues	27,569	32,169	53,500	33,785	-36.9%
General Fund Transfers	0	2,000	2,000	2,000	0.0%
Other Fund Transfers	0	0	1,000	1,000	0.0%
Net Working Capital	9,292	19,801	29,748	12,346	-58.5%
TOTAL RESOURCES	36,861	53,970	86,248	49,131	-43.0%
REQUIREMENTS					
Materials and Services	17,060	24,222	51,495	46,631	-9.4%
Administrative Charges	0	0	0	2,500	n.a.
Transfers Out	0	0	34,753	0	-100.0%
TOTAL REQUIREMENTS	17,060	24,222	86,248	49,131	-43.0%

MC Reentry Initiative Program Budget Justification

RESOURCES

The Total Resources for the MC Reentry Program have decreased 43% compared to the prior year, due to a one time transfer out for additional support, reduction in Net Working Capital carry over, and an increase in fees to process credit card transactions. The 10th anniversary event held in October 2018 was a tremendous success and allowed for a significant increase in community-based staffing and other resources.

REQUIREMENTS

Total Requirements reflects costs associated with this program area: annual reentry fundraising event, support for victim services, Administrative Costs, and removing barriers for reentry and justice reinvestment clients. Additionally, Marion County will continue to host the reentry event held annually in October. Material and Services reflects anticipated catering and rental space event costs.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

COMMUNITY SERVICES

Dog Services Program

- Issues licenses for all dogs and registrations of qualifying animal rescue entities in Marion County.
- Provides shelter and care for lost dogs.
- Provides opportunities to the public to adopt unclaimed lost dogs.
- Provides education to the public about dogs and animal rescue entities.
- Responds to emergency calls involving dogs.
- Issues infractions for violation of the dog control codes.
- Supports community outreach, systems alignment, and community engagement efforts.

Program Summary

Community Services	Program: Dog Services				+/- %
	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	
RESOURCES					
Licenses and Permits	346,419	302,917	372,649	360,500	-3.3%
Charges for Services	123,709	110,482	110,800	116,115	4.8%
Fines and Forfeitures	6,986	7,843	6,000	6,500	8.3%
Interest	629	1,371	500	900	80.0%
Other Revenues	30,862	23,276	22,650	27,300	20.5%
General Fund Transfers	795,306	836,710	1,029,423	1,111,081	7.9%
Net Working Capital	1,273	19,396	32,529	33,708	3.6%
TOTAL RESOURCES	1,305,184	1,301,994	1,574,551	1,656,104	5.2%
REQUIREMENTS					
Personnel Services	797,284	784,650	942,135	1,026,255	8.9%
Materials and Services	231,714	225,573	322,799	326,092	1.0%
Administrative Charges	256,790	259,242	284,617	303,757	6.7%
Ending Fund Balance	0	0	25,000	0	-100.0%
TOTAL REQUIREMENTS	1,285,788	1,269,465	1,574,551	1,656,104	5.2%
FTE	11.80	12.00	12.00	12.00	0.0%

FTE By Position Title By Program

Program: Dog Services	
Position Title	FTE
Department Specialist 2	1.00
Department Specialist 2 (Bilingual)	1.00
Department Specialist 3	1.00
Department Specialist 4	1.00
Dog Control Officer	2.00
Shelter Manager	1.00
Shelter Operations Manager	1.00
Shelter Technician	3.00
Veterinary Technician	1.00
Program Dog Services FTE Total:	12.00

MARION COUNTY FY 2019-20 BUDGET
BY DEPARTMENT
COMMUNITY SERVICES

FTE Changes

There are no FTE changes in FY 19-20. The department recently hired for the vacant Shelter Manager Position.

Dog Services Program Budget Justification

RESOURCES

General Fund Transfers increased \$81,658 to support the overall operation costs of the shelter.

The increase in Net Working Capital is from donations earned at the shelter in the prior fiscal year.

REQUIREMENTS

Personnel Services increased due to step increases, a 2% COLA, and fringe benefit costs.

Materials and Services increased \$5,602 compared to the prior fiscal year, primarily due to inflation and increased costs associated with contract veterinary care. In addition \$14,818 is included to support the operations of Shelter Buddy and the fiscal management system of the dog shelter. Travel and training has been budgeted at \$6,600 with an anticipated grant offset, for continuing education and CEU's for shelter positions and certifications.

The prior year's ending fund balance of donations has been reduced to offset the rising costs associated with shelter operations.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

COMMUNITY SERVICES

County Fair Program

- Provides a showcase for agricultural education and a positive environment for Marion County's youth and adult competitors. The Marion County Fair is the gateway for winning exhibitors to compete at the Oregon State Fair.
- Provides a platform for county residents to showcase their art, flowers, foods, textiles, hobbies, poetry, table setting, and animals.
- Provides administrative support for the Marion County Fair Board, which is the body charged with organizing, promoting, and managing the fair.
- Accomplishes goals articulated in the fair strategic plan, which serves as the preparation and staging guide for the annual fair.

Program Summary

Community Services

Program: County Fair

	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Intergovernmental State	53,667	53,167	53,167	53,167	0.0%
Charges for Services	223,763	256,754	237,579	220,975	-7.0%
Interest	686	1,517	700	950	35.7%
Other Revenues	36,661	37,914	41,900	45,750	9.2%
General Fund Transfers	97,557	135,702	130,000	130,000	0.0%
Net Working Capital	94,596	161,116	162,919	175,212	7.5%
TOTAL RESOURCES	506,929	646,170	626,265	626,054	0.0%
REQUIREMENTS					
Personnel Services	56,055	4,092	11,375	11,605	2.0%
Materials and Services	267,311	412,485	538,288	564,946	5.0%
Administrative Charges	22,447	19,117	20,176	28,003	38.8%
Transfers Out	0	47,557	0	0	n.a.
Contingency	0	0	56,426	21,500	-61.9%
TOTAL REQUIREMENTS	345,813	483,251	626,265	626,054	0.0%
FTE	0.51	0.00	0.00	0.00	n.a.

County Fair Program Budget Justification

RESOURCES

Even though sponsorships are anticipated to increase in FY 19-20, overall resources have decreased compared to prior fiscal years.

The increase in General Fund Transfers reflects an annual increase of \$20,000 for event costs, and \$60,000 for a one-time asphalt paving project at the Oregon State Fairgrounds.

Net Working Capital increased 7.5% to be used for unpredictable extenuating circumstances, such as weather or poor attendance to offset the event if necessary.

MARION COUNTY FY 2019-20 BUDGET
BY DEPARTMENT
COMMUNITY SERVICES

REQUIREMENTS

Materials and Services increased \$26,658 from prior years. This is primarily based on the cost of inflation and expenditures associated with securing major entertainment.

Contingency decreased by \$34,926 and was used to offset unanticipated program expenses.

Marion County Fair continues to utilize the trade agreement with the Oregon State Fair, which reduces facility rental fees in lieu of paving a section of the state fairgrounds. The budget includes \$60,000 for the purchase of asphalt and when complete will result in an additional three to four years of traded rent. The \$60,000 investment translates to an approximate retail value of \$140,000, or a cost savings of \$80,000.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

COMMUNITY SERVICES

Lottery and Economic Dev Program

- Develops policies and procedures that guide the department in its administration of Oregon Lottery Funds allocations, including contract management and monitoring programs' compliance.
- Performs transparent fiscal management of the county's economic development budget.
- Promotes and represents the county's economic development interests through innovation, leadership, and partnerships.
- Facilitates the development, implementation, and execution of the county's economic development strategic plan that supports a comprehensive framework and addresses specific economic needs of the county and its citizens.

Program Summary

Community Services

Program: Lottery and Economic Dev

	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Intergovernmental Federal	0	40,061	9,939	100,000	906.1%
Intergovernmental State	1,632,657	1,812,714	1,915,897	1,993,993	4.1%
Charges for Services	1,579	0	0	0	n.a.
Interest	14,204	24,026	25,000	28,000	12.0%
Other Revenues	3,555	0	0	0	n.a.
Settlements	485,238	250,769	121,403	0	-100.0%
Net Working Capital	1,699,259	1,977,569	2,273,072	1,946,763	-14.4%
TOTAL RESOURCES	3,836,493	4,105,139	4,345,311	4,068,756	-6.4%
REQUIREMENTS					
Personnel Services	96,631	223,496	341,485	356,363	4.4%
Materials and Services	781,284	834,990	2,863,912	2,992,002	4.5%
Administrative Charges	104,944	153,823	250,382	246,391	-1.6%
Debt Service Principal	522,968	271,091	0	0	n.a.
Debt Service Interest	29,096	4,832	0	0	n.a.
Transfers Out	324,000	343,836	324,000	324,000	0.0%
Contingency	0	0	159,996	150,000	-6.2%
Ending Fund Balance	0	0	405,536	0	-100.0%
TOTAL REQUIREMENTS	1,858,923	1,832,067	4,345,311	4,068,756	-6.4%
FTE	3.00	3.00	3.00	3.00	0.0%

FTE By Position Title By Program

Program: Lottery and Economic Dev	
Position Title	FTE
Economic Development Coordinator	1.00
Management Analyst 2	2.00
Program Lottery and Economic Dev FTE Total:	3.00

FTE Changes

There are no FTE changes for FY 19-20.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

COMMUNITY SERVICES

Lottery and Economic Dev Program Budget Justification

RESOURCES

Intergovernmental Federal increase anticipates the award of a USDA grant for the North Santiam River Canyon.

The elimination of Settlement Resources is due to Marion County's total forgiveness of the outstanding Oregon Garden Foundation debt as outlined in the new operations agreement.

Intergovernmental State comprises Oregon Video Lottery distributions. Lottery distributions are expected to increase by \$78,096, based on projections provided by the Oregon Office of Economic Analysis.

REQUIREMENTS

Increases in Personnel Services are attributed to a 2% COLA, step increases, and fringe benefit cost increases.

Materials and Services increased \$128,090 because of several new priorities identified in the 2018-22 Marion County Economic Development Strategic plan. Other Contracted Services increased \$218,230 and other miscellaneous expenses increased \$6,635 in order to support the strategic plan.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

COMMUNITY SERVICES

KEY DEPARTMENT ACCOMPLISHMENTS

- In partnership with Mill City, key stakeholders, and Marion County's federal lobbyist CFM Strategic Communications Inc., department staff jointly wrote and secured a TIGER grant for \$8.1 million. These funds matched private and neighboring county contributions to repair and renovate Mill City's North Santiam River Bridge and the historic railroad pedestrian bridge, as well as sidewalk improvements and the construction of a new transit shelter that will provide structure for rural-urban bus service riders.
- Marion County successfully implemented the Rural Industrial Tax Exemption Program for qualifying rural industrial properties.
- The Economic Development Program worked with the county board of commissioners to initiate an important new county policy focus on the North Santiam River water supply for agriculture and rural communities.
- The Family Preservation Action Team (FPAT) gathered input from foster families, key stakeholders, and other community members to assess needs and gaps in available supports to foster families. A comprehensive report of the findings and recommendations was presented to FPAT, which will guide future actions.
- The Community Resource Network added 92 new members in 2018 and now has more than 330 members who share and identify community resources to address unmet needs of organizations and their clients in Marion County.
- Marion County Dog Services implemented Shelter Buddy, a new animal management software system and launched online licensing.
- Marion County Dog Services also expanded its Foster Family Program from 30 families to more than 175 families. Foster families provided out-of-shelter care and affection to lost and stray dogs of Marion County.
- Marion County marked its 175th anniversary with events at the fair, including a historic photo competition, a celebration party, and a commemorative photo cut-out made by Marion County Public Works.
- The Marion County Fair increased food and beverage revenues, due in part to the record-breaking market animal auction and a new fair feature called The Woods, which included outdoor games, music, and adult beverages for fairgoers.
- Community Services and the Commissioner's Office held the 10th annual Marion County Reentry Breakfast fundraising event. More than 400 people attended and over \$37,000 was raised to help remove barriers to education, employment, supports, and medical care for program participants.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

COMMUNITY SERVICES

KEY INDICATORS

1: Support of Reintegration into Communities

Definition and Purpose

This Key Indicator ties to the county's strategic plan relating to public safety, specifically Goal #3: Pursue a safe and secure community by protecting the people, property, and economy of Marion County.

Significance

The Community Services Department helps to raise awareness, fundraise, and manage funds on behalf of the Marion County Reentry Initiative that can be utilized to address factors that contribute to recidivism rates.

Data Units Fiscal Year

Marion County Client Services Fund

FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Estimate	FY 19-20 Estimate
\$22,371	\$19,417	\$18,415	\$37,143	\$36,785

Explanation of Trends and Changes

The Marion County Client Services Fund supports re-integration of previously incarcerated individuals by removing barriers to successful transition into the community. Last year's "ten year celebration" fundraising event was a great success. Fundraising for FY 19-20 is projected to be slightly lower, but the county will take steps to maintain this momentum.

2: Return of Dogs to the Community and Increased Licensing

Definition and Purpose

Marion County Dog Services uses animal sheltering best practices that result in identifying the best outcome for each sheltered dog. This Key Indicator measures the number of dogs that are reunited with their owners, adopted, or placed in another safe environment, as well as the number of licenses issued. Returning dogs to their owners and releasing healthy, safe dogs back into the community via adoption and rescue are primary goals of Marion County Dog Services.

Significance

Marion County Dog Services is responsible for enforcing all provisions of Marion County Code 6.05, including dog licensing and control ordinances. The use of animal sheltering best practices in a shelter's daily decision-making typically results in a return to the community - or live release - rate of 90 to 94 percent. A key goal of the shelter is to return dogs to their owners and to obtain positive outcomes for as many dogs as safely possible through adoption, fostering, rescue groups, and other partnering shelters. This indicator links to Marion County Goal #1: Provide efficient, effective, and responsive government through stewardship and accountability, and to Goal #6: Promote the overall health of people in Marion County by improving the delivery of quality health services and supporting community-based prevention efforts.

The county's dog control code requires the licensing of dogs by six months of age or when a dog has its permanent canine teeth, whichever happens first. Licensing of dogs keeps our community safe and the revenues collected help to support the Dog Services Program. When a dog is licensed, it increases the likelihood of reuniting a dog with their family, contributes to public safety, and helps to control the spread of rabies to humans.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

COMMUNITY SERVICES

Data Units

Percent of lost dogs returned to the community.

FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Estimate	FY 19-20 Estimate
Return to the community = 88%	Return to the community = 89%	Return to the community = 93.8%	Return to the community = 92%	Return to the community = 92%

Licenses issued.

FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Estimate	FY 19-20 Estimate
New/renewal licenses = 14,577	New/renewal licenses = 14,811	New/renewal licenses = 13,165	New/renewal licenses = 14,000	New/renewal licenses = 14,900

Explanation of Trends and Changes

As the shelter's rate of return to the community exceeds 90%, the average number of days a dog remains in the shelter rises. Therefore, to combat the rising cost of caring for lost and stray dogs that become eligible for adoption, the shelter has expanded its Foster Families Program. Additionally, the shelter continues to maintain partnerships with rescue groups and other shelters, as well as working strategically with the community to support specific costs, such as food, enrichment, and other donated items.

Dog licensing data continues to reflect decreasing licensing rates. This is attributed to the delayed implementation of the shelter's new animal management software system, complications with the availability of online licensing, and weekday-only dog control service coverage. As the general public transitions its buying behavior to favor online access, the ability to conduct shelter business through online options becomes more important. It's anticipated that the new animal management system software, the access to online licensing, and expanding dog control service coverage to seven days a week will address some dog licensing access barriers and assist the shelter with licensing compliance. In FY 19-20, the projected number of new or renewed dog licenses is 14,900, which represents a 6% increase over FY 18-19 estimates.

3: Economic Development Projects

Definition and Purpose

Oregon law requires that 2.5% of Oregon Video Lottery net profits be transferred to Oregon counties for local economic development purposes. The public views the economic health of the community in very practical and personal terms, such as the cost of housing compared to income, and commute time to work. The private sector business community looks closely at the cost and ease of doing business and the availability of helpful resources. Marion County is committed to creating a healthy economic environment for residents and businesses alike to grow and thrive.

Lottery funding supports activities aimed at helping communities thrive as great places to live, work, raise a family, and start and grow a business. A portion of lottery funding supports community development, infrastructure projects, organizations that focus on economic development, private businesses, and other economic development priorities.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

COMMUNITY SERVICES

Significance

The calendar year Key Indicators measure housing costs, annual income, and travel time to work, which are key economic well-being indicators. Economic development programs strive for a beneficial, or at least a neutral, effect on these important family considerations. Marion County has a role and some influence on housing and transportation in the county. The housing figures and the commute data are from the US Census.

The fiscal year Key Indicators measure monies Marion County invested in rural communities, local businesses, and regional organizations that promote business recruitment and retention, tourism, and private business starts through grants and awards. Support is measured by the number of awards and the amounts that are approved annually for cities, businesses, and organizations that promote economic development in Marion County. These selected indicators support the county strategic priority for economic development and falls under the Marion County Goal #4: Demonstrate a supportive attitude toward employers, businesses, and property owners that promote economic development and high standards of livability in Marion County.

Data Units Calendar Year

Median Monthly Housing Cost

CY 2014 Actual	CY 2015 Actual	CY 2016 Actual	CY 2017 Actual	CY 2018 Actual
\$937	\$930	\$939	\$939	\$939

Median Annual Income

CY 2014 Actual	CY 2015 Actual	CY 2016 Actual	CY 2017 Actual	CY 2018 Actual
\$47,360	\$48,432	\$50,775	\$50,775	\$50,775

Housing Cost as a Percentage of Median Income

CY 2014 Actual	CY 2015 Actual	CY 2016 Actual	CY 2017 Actual	CY 2018 Actual
24%	23%	22%	22%	22%

Mean Travel Time to Work

.	CY 2015 Actual	CY 2016 Actual	CY 2017 Actual	CY 2018 Actual
.	22.3	23.0	23.0	23.0

Data Units Fiscal Year

Private Investments Leveraged by Business Development Grants

FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Estimate
\$623,307	\$2,668,750	\$1,166,706	\$0	\$0

Business Development Grants Recommended by the Economic Development Advisory Board

FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Estimate
\$195,000 across 6 awards	\$128,250 across 4 awards	\$230,000 across 6 awards	\$0	\$0

Community Projects Grants Awarded

FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Estimate	FY 19-20 Estimate
\$95,298 across 9 awards	\$76,027 across 12 awards	\$58,134 across 9 awards	\$35,800 across 3 awards	\$60,000 across 5 awards

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

COMMUNITY SERVICES

Regional or Countywide Grants

FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Estimate	FY 19-20 Estimate
\$435,000 across 4 awards	\$420,000 across 4 awards	\$445,000 across 4 awards	\$845,000 across 4 awards	\$445,000 across 4 awards

Explanation of Trends and Changes

Commuter and housing median data following the recession and housing market meltdown show that Marion County is an attractive place to live, work, and operate a business. In future, the strong national and state economy, housing pressure influenced partly by issues in the Portland Metro area, and supply of available land may have a negative effect on these quality of life indicators. There are a number of very nuanced facets that can be explored to inform policy options.

Beginning in FY 17-18, the economic development program began redirecting video lottery dollars from Business Development Grants (BDG) to prioritized countywide infrastructure developments and in the North Santiam River Canyon area. In FY 18-19, Marion County adopted the economic development strategic plan, which reinforced the importance of using available resources to support larger infrastructure projects and targeted project development. With this transition, the Marion County Economic Development Advisory Board (EDAB) and the BDG program were suspended until a new structure is developed; however, the Community Project Grants program continues to be available to rural communities that have projects to help grow the economy, create jobs, or improve the standard of living. Therefore, data will no longer be captured relating to EDAB or the BDG program.

Marion County made a large one-time investment into capital projects at the Oregon Garden in FY 18-19, which resulted in a 10% increase in strategic regional or countywide grants. The FY 19-20 allocation for these grants will return to \$445,000 to support regional economic development partner organizations that focus on activities that enhance Marion County's local economy.

4: Fair Attendance

Definition and Purpose

This indicator measures the number of people who attend the annual Marion County Fair. This provides one method of gauging local interest in the county fair.

Significance

This Key Indicator supports Marion County Goal #4: Economic Development - Demonstrate a supportive attitude toward employers, businesses, and property owners that promotes economic development and high standards of livability in Marion County. The Marion County Fair's purpose is to promote the diverse agricultural and cultural heritage of Marion County through active participation of its citizens and to provide a pathway for youth involved in 4-H, Future Farmers of America, and others to advance and compete at the Oregon State Fair.

Data Units Calendar Year

CY 2016 Actual	CY 2017 Actual	CY 2018 Actual	CY 2019 Estimate	CY 2020 Estimate
20,899	24,122	22,951	24,500	25,000

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

COMMUNITY SERVICES

Explanation of Trends and Changes

The 5% decrease in the 2018 fair's attendance was largely attributed to the extremely high heat conditions. Despite this, the 2018 fair was a success. Country singer Easton Corban drew a large crowd and many fair activities were enjoyed by fairgoers young and old. Last year's market animal auction raised nearly \$550,000, which is redistributed to the youth who raised and competed with their animals.

For 2019, the major entertainment acts have already been secured and the Marion County Fair Board has a promising mix of crowd favorites (animals, carnival, rodeo, and children's activities), as well as exciting new offerings, such as puzzle mania, a pirate ship act, and more. It's anticipated that fair attendance will reach 25,000, pending good weather conditions.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

COMMUNITY SERVICES

Resources by Fund Detail				
100 - General Fund	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
General Fund Transfers				
381100 Transfer from General Fund	635,856	761,025	886,388	853,773
General Fund Transfers Total	635,856	761,025	886,388	853,773
General Fund Total	635,856	761,025	886,388	853,773
160 - Community Services Grants	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Intergovernmental State				
332990 Other State Revenues	0	0	110,000	0
Intergovernmental State Total	0	0	110,000	0
Charges for Services				
341380 Workshop Fees	350	0	0	0
Charges for Services Total	350	0	0	0
Interest				
361000 Investment Earnings	1,161	1,150	900	200
Interest Total	1,161	1,150	900	200
Other Revenues				
371000 Miscellaneous Income	8,862	0	0	0
373100 Special Program Donations	40,560	32,169	53,500	33,785
373500 Private Foundation Grants	0	0	0	25,000
Other Revenues Total	49,422	32,169	53,500	58,785
General Fund Transfers				
381100 Transfer from General Fund	39,123	2,000	42,000	5,445
General Fund Transfers Total	39,123	2,000	42,000	5,445
Other Fund Transfers				
381180 Transfer from Comm Corrections	0	0	1,000	1,000
Other Fund Transfers Total	0	0	1,000	1,000
Net Working Capital				
392000 Net Working Capital Unrestr	197,625	112,343	91,680	18,554
Net Working Capital Total	197,625	112,343	91,680	18,554
Community Services Grants Total	287,681	147,662	299,080	83,984
165 - Lottery and Economic Dev	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Intergovernmental Federal				
331014 US Dept of Agriculture	0	40,061	9,939	100,000
Intergovernmental Federal Total	0	40,061	9,939	100,000
Intergovernmental State				
332021 Video Lottery	1,632,657	1,812,714	1,865,897	1,993,993
332990 Other State Revenues	0	0	50,000	0
Intergovernmental State Total	1,632,657	1,812,714	1,915,897	1,993,993
Charges for Services				
341380 Workshop Fees	1,579	0	0	0
Charges for Services Total	1,579	0	0	0

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

COMMUNITY SERVICES

165 - Lottery and Economic Dev	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Interest				
361000 Investment Earnings	14,204	24,026	25,000	28,000
Interest Total	14,204	24,026	25,000	28,000
Other Revenues				
371000 Miscellaneous Income	3,555	0	0	0
Other Revenues Total	3,555	0	0	0
Settlements				
382100 Settlements	485,238	250,769	121,403	0
Settlements Total	485,238	250,769	121,403	0
Net Working Capital				
392000 Net Working Capital Unrestr	1,699,259	1,977,569	2,273,072	1,946,763
Net Working Capital Total	1,699,259	1,977,569	2,273,072	1,946,763
Lottery and Economic Dev Total	3,836,493	4,105,139	4,345,311	4,068,756
230 - Dog Services	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Licenses and Permits				
322000 Dog Licenses	345,769	302,042	371,899	360,000
322020 Animal Rescue Licenses	650	875	750	500
Licenses and Permits Total	346,419	302,917	372,649	360,500
Charges for Services				
341590 Impound Fees	22,418	23,734	22,000	22,650
341600 Board Fees	28,151	30,217	28,000	28,500
341605 Dog Adoption Fees	58,997	47,925	52,000	55,200
341950 Retail Sales	1,113	949	800	1,015
341998 Dog Shelter Donation Credits	(1,577)	(1,778)	0	0
341999 Other Fees	5,982	5,842	6,000	6,000
344999 Other Reimbursements	8,626	3,593	2,000	2,750
Charges for Services Total	123,709	110,482	110,800	116,115
Fines and Forfeitures				
351100 Dog Fines	6,986	7,843	6,000	6,500
Fines and Forfeitures Total	6,986	7,843	6,000	6,500
Interest				
361000 Investment Earnings	629	1,371	500	900
Interest Total	629	1,371	500	900
Other Revenues				
371000 Miscellaneous Income	0	10	100	4,400
371100 Recoveries from Collections	8,770	3,614	5,300	6,800
372000 Over and Short	93	(272)	100	100
373100 Special Program Donations	22,000	17,924	17,150	16,000
373500 Private Foundation Grants	0	2,000	0	0
Other Revenues Total	30,862	23,276	22,650	27,300

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

COMMUNITY SERVICES

230 - Dog Services	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
General Fund Transfers				
381100 Transfer from General Fund	795,306	836,710	1,029,423	1,111,081
General Fund Transfers Total	795,306	836,710	1,029,423	1,111,081
Net Working Capital				
391000 Net Working Capital Restricted	1,273	19,396	32,529	33,708
Net Working Capital Total	1,273	19,396	32,529	33,708
Dog Services Total	1,305,184	1,301,994	1,574,551	1,656,104
270 - County Fair	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Intergovernmental State				
332200 County Fair Subsidies	53,667	53,167	53,167	53,167
Intergovernmental State Total	53,667	53,167	53,167	53,167
Charges for Services				
341530 Gate Receipts	75,934	76,791	78,780	67,750
341540 Food Booth Fees	34,256	43,375	42,735	35,250
341550 Commercial Space Rental Fees	28,008	23,252	25,981	22,000
341555 Sponsor Fees	54,374	84,180	57,774	70,000
341560 Carnival Fees	19,659	18,273	21,532	16,000
341565 Stall Fees	2,910	2,777	2,777	2,750
341580 Camping Fees	8,295	7,519	7,700	7,000
341860 Grand Safety Station Fees	191	495	200	225
344999 Other Reimbursements	136	92	100	0
Charges for Services Total	223,763	256,754	237,579	220,975
Interest				
361000 Investment Earnings	686	1,517	700	950
Interest Total	686	1,517	700	950
Other Revenues				
371000 Miscellaneous Income	19,233	20,867	21,600	27,600
372000 Over and Short	99	0	100	0
373100 Special Program Donations	17,329	17,047	20,200	18,150
Other Revenues Total	36,661	37,914	41,900	45,750
General Fund Transfers				
381100 Transfer from General Fund	97,557	135,702	130,000	130,000
General Fund Transfers Total	97,557	135,702	130,000	130,000
Net Working Capital				
392000 Net Working Capital Unrestr	94,596	161,116	162,919	175,212
Net Working Capital Total	94,596	161,116	162,919	175,212
County Fair Total	506,929	646,170	626,265	626,054
Community Services Grand Total	6,572,143	6,961,990	7,731,595	7,288,671

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

COMMUNITY SERVICES

Requirements by Fund Detail

100 - General Fund	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Personnel Services				
Salaries and Wages				
511110 Regular Wages	267,236	314,067	399,363	396,077
511120 Temporary Wages	0	3,212	0	0
511130 Vacation Pay	21,633	23,640	0	0
511140 Sick Pay	7,270	10,495	0	0
511150 Holiday Pay	13,121	16,983	0	0
511160 Comp Time Pay	549	1,945	0	0
511210 Compensation Credits	10,949	12,681	13,174	14,230
511280 Cell Phone Pay	403	610	800	0
511290 Health Insurance Waiver Pay	0	0	0	4,800
511420 Premium Pay	720	858	4,589	0
511450 Premium Pay Temps	0	326	0	0
Salaries and Wages Total	321,880	384,818	417,926	415,107
Fringe Benefits				
512110 PERS	50,791	77,141	79,620	95,267
512120 401K	7,427	7,870	8,238	8,971
512130 PERS Debt Service	15,951	15,531	24,752	22,001
512200 FICA	23,675	28,247	30,987	31,157
512310 Medical Insurance	85,448	102,246	108,564	80,880
512320 Dental Insurance	8,398	9,657	10,790	8,040
512330 Group Term Life Insurance	609	692	756	745
512340 Long Term Disability Insurance	1,260	1,403	1,693	1,672
512400 Unemployment Insurance	1,185	1,228	1,526	1,537
512520 Workers Comp Insurance	147	153	200	200
512600 Wellness Program	231	262	280	280
512610 Employee Assistance Program	169	194	189	238
512700 County HSA Contributions	1,300	650	0	0
Fringe Benefits Total	196,592	245,274	267,595	250,988
Personnel Services Total	518,471	630,092	685,521	666,095
Materials and Services				
Supplies				
521010 Office Supplies	1,748	1,862	4,975	5,500
521070 Departmental Supplies	0	0	0	0
521090 Uniforms and Clothing	0	13	0	0
521110 First Aid Supplies	0	0	0	100
521190 Publications	14	457	370	1,400
Supplies Total	1,762	2,332	5,345	7,000
Materials				
522150 Small Office Equipment	3,908	119	4,000	4,000

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

COMMUNITY SERVICES

100 - General Fund	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Materials and Services				
522160 Small Departmental Equipment	686	0	0	0
522170 Computers Non Capital	0	1,118	2,300	2,300
522180 Software	1,404	244	2,500	1,000
Materials Total	5,998	1,481	8,800	7,300
Communications				
523010 Telephone Equipment	0	100	150	150
523040 Data Connections	1,745	1,440	1,800	1,500
523050 Postage	166	254	350	300
523060 Cellular Phones	1,219	1,311	1,500	1,350
523090 Long Distance Charges	0	0	100	100
Communications Total	3,130	3,105	3,900	3,400
Utilities				
524010 Electricity	4,437	4,398	5,014	5,060
524020 Street Light Electricity	3	3	3	3
524040 Natural Gas	58	41	43	46
524050 Water	84	84	74	76
524070 Sewer	185	185	164	168
524090 Garbage Disposal and Recycling	359	376	277	277
Utilities Total	5,126	5,087	5,575	5,630
Contracted Services				
525110 Consulting Services	400	0	0	18,000
525430 Programming and Data Services	0	0	30,000	0
525450 Subscription Services	601	713	700	960
525710 Printing Services	23	138	2,000	2,000
525715 Advertising	0	26	500	500
525740 Document Disposal Services	0	50	0	250
Contracted Services Total	1,024	927	33,200	21,710
Repairs and Maintenance				
526010 Office Equipment Maintenance	0	0	250	250
526030 Building Maintenance	2,339	3,426	1,000	1,000
Repairs and Maintenance Total	2,339	3,426	1,250	1,250
Rentals				
527120 Motor Pool Mileage	432	770	1,350	1,000
527130 Parking	0	111	50	100
527240 Condo Assn Assessments	5,095	5,106	5,227	5,212
527300 Equipment Rental	8,463	6,874	9,300	9,300
Rentals Total	13,990	12,861	15,927	15,612
Miscellaneous				
529110 Mileage Reimbursement	200	162	150	500
529120 Commercial Travel	435	46	1,000	1,000

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

COMMUNITY SERVICES

100 - General Fund	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Materials and Services				
529130 Meals	73	112	400	400
529140 Lodging	262	701	0	300
529210 Meetings	314	1,925	2,700	6,500
529220 Conferences	473	550	650	1,000
529230 Training	684	1,520	2,750	5,000
529300 Dues and Memberships	305	310	1,000	1,000
529650 Pre Employment Costs	28	0	50	100
529740 Fairs and Shows	42	21	300	300
529910 Awards and Recognition	276	12	100	100
529999 Miscellaneous Expense	166	(50)	100	262
Miscellaneous Total	3,259	5,308	9,200	16,462
Materials and Services Total	36,629	34,527	83,197	78,364
Administrative Charges				
611100 County Admin Allocation	6,327	7,868	8,686	9,301
611210 Facilities Mgt Allocation	10,883	11,729	12,008	13,661
611220 Custodial Allocation	8,253	8,503	9,304	9,904
611230 Courier Allocation	324	293	266	277
611250 Risk Management Allocation	674	880	1,070	1,147
611255 Benefits Allocation	1,509	1,694	1,802	1,814
611260 Human Resources Allocation	5,766	6,110	7,277	7,846
611300 Legal Services Allocation	11,734	14,520	20,078	12,302
611400 Information Tech Allocation	11,616	12,958	13,286	15,298
611410 FIMS Allocation	7,370	10,501	8,933	9,390
611420 Telecommunications Allocation	1,780	2,120	2,172	1,996
611430 Info Tech Direct Charges	4,202	3,705	18,395	13,211
611600 Finance Allocation	5,668	10,752	8,038	7,751
611800 MCBEE Allocation	421	177	558	423
612100 IT Equipment Use Charges	929	996	1,497	1,093
614100 Liability Insurance Allocation	2,000	2,100	2,700	2,300
614200 WC Insurance Allocation	1,300	1,500	1,600	1,600
Administrative Charges Total	80,756	96,406	117,670	109,314
General Fund Total	635,856	761,025	886,388	853,773
160 - Community Services Grants	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Personnel Services				
Salaries and Wages				
511110 Regular Wages	21,554	0	0	0
511130 Vacation Pay	1,014	0	0	0
511140 Sick Pay	1,117	0	0	0
511150 Holiday Pay	1,178	0	0	0
511160 Comp Time Pay	491	0	0	0
511280 Cell Phone Pay	187	0	0	0

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

COMMUNITY SERVICES

160 - Community Services Grants	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Personnel Services				
511420 Premium Pay	454	0	0	0
Salaries and Wages Total	25,994	0	0	0
Fringe Benefits				
512110 PERS	4,834	0	0	0
512130 PERS Debt Service	553	0	0	0
512200 FICA	1,866	0	0	0
512310 Medical Insurance	8,221	0	0	0
512320 Dental Insurance	645	0	0	0
512330 Group Term Life Insurance	48	0	0	0
512340 Long Term Disability Insurance	98	0	0	0
512400 Unemployment Insurance	96	0	0	0
512520 Workers Comp Insurance	15	0	0	0
512600 Wellness Program	22	0	0	0
512610 Employee Assistance Program	16	0	0	0
Fringe Benefits Total	16,411	0	0	0
Personnel Services Total	42,406	0	0	0
Materials and Services				
Supplies				
521010 Office Supplies	155	0	0	0
521190 Publications	0	677	0	0
Supplies Total	155	677	0	0
Materials				
522150 Small Office Equipment	149	0	0	0
Materials Total	149	0	0	0
Contracted Services				
525155 Credit Card Fees	857	1,446	1,500	800
525330 Transportation Services	348	658	2,500	2,500
525430 Programming and Data Services	40	107	0	0
525440 Client Assistance	5,706	3,790	25,896	20,000
525450 Subscription Services	71	0	0	0
525710 Printing Services	1,130	597	0	0
525999 Other Contracted Services	88,523	32,725	182,519	39,781
Contracted Services Total	96,674	39,322	212,415	63,081
Repairs and Maintenance				
526021 Computer Software Maintenance	0	30	0	0
Repairs and Maintenance Total	0	30	0	0
Rentals				
527130 Parking	5	8	0	0
Rentals Total	5	8	0	0

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

COMMUNITY SERVICES

160 - Community Services Grants	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Materials and Services				
Miscellaneous				
529210 Meetings	11,666	7,801	9,620	1,700
529220 Conferences	0	120	0	0
529230 Training	139	0	0	0
529590 Special Programs Other	5,466	6,468	16,600	0
529740 Fairs and Shows	300	0	0	0
529910 Awards and Recognition	136	277	0	0
529999 Miscellaneous Expense	2,656	1,279	13,299	6,850
Miscellaneous Total	20,362	15,944	39,519	8,550
Materials and Services Total	117,345	55,982	251,934	71,631
Administrative Charges				
611100 County Admin Allocation	1,243	0	743	1,441
611230 Courier Allocation	31	0	0	0
611250 Risk Management Allocation	62	0	0	0
611255 Benefits Allocation	145	0	0	0
611260 Human Resources Allocation	554	0	0	0
611400 Information Tech Allocation	3,885	0	2,472	2,111
611410 FIMS Allocation	2,474	0	1,596	3,077
611420 Telecommunications Allocation	593	0	372	266
611430 Info Tech Direct Charges	1,471	0	3,430	1,888
611600 Finance Allocation	4,389	0	3,409	3,289
611800 MCBEE Allocation	142	0	99	138
612100 IT Equipment Use Charges	299	0	272	143
614100 Liability Insurance Allocation	200	0	0	0
614200 WC Insurance Allocation	100	0	0	0
Administrative Charges Total	15,588	0	12,393	12,353
Transfers Out				
561180 Transfer to Comm Corrections	0	0	34,753	0
Transfers Out Total	0	0	34,753	0
Community Services Grants Total	175,338	55,982	299,080	83,984
165 - Lottery and Economic Dev	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Personnel Services				
Salaries and Wages				
511110 Regular Wages	53,171	128,015	214,652	219,706
511130 Vacation Pay	3,305	3,868	0	0
511140 Sick Pay	2,635	3,806	0	0
511150 Holiday Pay	2,692	5,386	0	0
511280 Cell Phone Pay	181	128	200	0
Salaries and Wages Total	61,983	141,203	214,852	219,706

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

COMMUNITY SERVICES

165 - Lottery and Economic Dev	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Personnel Services				
Fringe Benefits				
512110 PERS	7,436	20,872	41,428	50,423
512120 401K	67	1,955	2,024	2,064
512130 PERS Debt Service	5,514	13,546	12,880	11,644
512200 FICA	4,493	10,489	16,131	16,707
512310 Medical Insurance	14,376	30,990	47,088	48,528
512320 Dental Insurance	1,455	3,001	4,680	4,824
512330 Group Term Life Insurance	109	260	406	413
512340 Long Term Disability Insurance	225	537	911	928
512400 Unemployment Insurance	227	452	794	814
512520 Workers Comp Insurance	28	53	90	90
512600 Wellness Program	40	80	120	120
512610 Employee Assistance Program	29	59	81	102
512700 County HSA Contributions	650	0	0	0
Fringe Benefits Total	34,648	82,293	126,633	136,657
Personnel Services Total	96,631	223,496	341,485	356,363
Materials and Services				
Supplies				
521010 Office Supplies	0	30	400	400
Supplies Total	0	30	400	400
Materials				
522150 Small Office Equipment	3,884	2,566	1,500	2,800
522170 Computers Non Capital	1,831	3,604	0	1,920
522180 Software	476	956	1,000	1,000
Materials Total	6,191	7,126	2,500	5,720
Communications				
523050 Postage	145	0	0	0
523060 Cellular Phones	0	1,363	2,000	2,000
Communications Total	145	1,363	2,000	2,000
Contracted Services				
525360 Public Works Services	0	3,049	0	0
525450 Subscription Services	0	188	250	250
525710 Printing Services	82	47	100	100
525715 Advertising	80	418	1,500	1,500
525735 Mail Services	0	11	0	0
525999 Other Contracted Services	756,962	810,452	2,829,377	2,951,522
Contracted Services Total	757,124	814,165	2,831,227	2,953,372
Repairs and Maintenance				
526021 Computer Software Maintenance	0	139	0	0
Repairs and Maintenance Total	0	139	0	0

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

COMMUNITY SERVICES

165 - Lottery and Economic Dev	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Materials and Services				
Rentals				
527100 Vehicle Rental	153	0	0	0
527120 Motor Pool Mileage	400	0	1,000	1,000
527130 Parking	39	52	80	630
Rentals Total	592	52	1,080	1,630
Miscellaneous				
529110 Mileage Reimbursement	1,416	2,391	2,500	3,975
529120 Commercial Travel	0	61	3,300	3,300
529130 Meals	159	95	2,240	2,440
529140 Lodging	352	1,166	3,990	3,990
529210 Meetings	2,014	2,274	2,000	2,000
529220 Conferences	4,722	3,980	6,575	6,575
529230 Training	4,414	792	5,100	5,100
529300 Dues and Memberships	3,844	750	1,000	1,000
529590 Special Programs Other	312	0	0	0
529999 Miscellaneous Expense	0	605	0	500
Miscellaneous Total	17,233	12,114	26,705	28,880
Materials and Services Total	781,284	834,990	2,863,912	2,992,002
Administrative Charges				
611100 County Admin Allocation	6,782	12,244	17,452	18,485
611230 Courier Allocation	64	93	130	138
611250 Risk Management Allocation	143	294	523	559
611255 Benefits Allocation	299	543	880	903
611260 Human Resources Allocation	1,140	1,957	3,552	3,909
611300 Legal Services Allocation	0	137	883	1,134
611400 Information Tech Allocation	26,273	36,178	49,128	56,976
611410 FIMS Allocation	16,853	29,433	32,706	34,270
611420 Telecommunications Allocation	4,106	5,851	8,064	7,246
611430 Info Tech Direct Charges	9,874	10,295	68,593	48,757
611600 Finance Allocation	35,689	52,324	58,820	66,485
611800 MCBEE Allocation	963	499	2,040	1,544
612100 IT Equipment Use Charges	2,058	2,775	5,511	4,085
614100 Liability Insurance Allocation	400	700	1,300	1,100
614200 WC Insurance Allocation	300	500	800	800
Administrative Charges Total	104,944	153,823	250,382	246,391
Debt Service Principal				
541100 Principal Payments	522,968	271,091	0	0
Debt Service Principal Total	522,968	271,091	0	0
Debt Service Interest				
542100 Interest Payments	29,096	4,832	0	0
Debt Service Interest Total	29,096	4,832	0	0

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BY DEPARTMENT

COMMUNITY SERVICES

165 - Lottery and Economic Dev	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Transfers Out				
561305 Transfer to Land Use Planning	324,000	324,000	324,000	324,000
561480 Xfer to Capital Impr Projects	0	19,836	0	0
Transfers Out Total	324,000	343,836	324,000	324,000
Contingency				
571010 Contingency	0	0	159,996	150,000
Contingency Total	0	0	159,996	150,000
Ending Fund Balance				
573010 Unapprop Ending Fund Balance	0	0	405,536	0
Ending Fund Balance Total	0	0	405,536	0
Lottery and Economic Dev Total	1,858,923	1,832,067	4,345,311	4,068,756
230 - Dog Services	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Personnel Services				
Salaries and Wages				
511110 Regular Wages	406,276	385,238	536,589	577,754
511120 Temporary Wages	0	0	0	0
511130 Vacation Pay	23,532	15,265	0	0
511140 Sick Pay	14,347	14,388	0	0
511150 Holiday Pay	21,681	20,884	0	0
511160 Comp Time Pay	877	5,756	0	0
511210 Compensation Credits	11,823	9,452	5,706	3,798
511240 Leave Payoff	7,709	13,678	0	0
511290 Health Insurance Waiver Pay	2,000	0	0	0
511420 Premium Pay	2,393	5,474	7,650	11,149
Salaries and Wages Total	490,639	470,136	549,945	592,701
Fringe Benefits				
512110 PERS	60,873	58,456	104,662	133,465
512120 401K	1,692	728	1,680	3,638
512130 PERS Debt Service	34,777	30,548	32,536	30,822
512200 FICA	36,725	34,615	41,214	44,011
512310 Medical Insurance	152,123	168,941	187,044	194,112
512320 Dental Insurance	14,980	15,533	18,590	19,296
512330 Group Term Life Insurance	853	806	1,015	1,084
512340 Long Term Disability Insurance	1,762	1,661	2,278	2,428
512400 Unemployment Insurance	1,802	1,496	2,007	2,150
512520 Workers Comp Insurance	306	279	360	360
512600 Wellness Program	435	428	480	480
512610 Employee Assistance Program	317	316	324	408

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

COMMUNITY SERVICES

230 - Dog Services	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Personnel Services				
512700 County HSA Contributions	0	706	0	1,300
Fringe Benefits Total	306,646	314,514	392,190	433,554
Personnel Services Total	797,284	784,650	942,135	1,026,255
Materials and Services				
Supplies				
521010 Office Supplies	3,260	4,200	3,200	3,000
521030 Field Supplies	175	158	1,000	1,000
521050 Janitorial Supplies	10,687	8,065	11,000	11,000
521070 Departmental Supplies	4,174	7,309	18,603	10,000
521080 Food Supplies	3,115	2,513	3,500	3,500
521090 Uniforms and Clothing	1,663	1,119	2,000	4,000
521100 Medical Supplies	5,165	7,824	18,443	10,250
521120 Drugs	6,862	5,771	7,000	6,500
521140 Vaccines	12,185	9,124	13,000	13,000
521170 Educational Supplies	31	0	0	50
521190 Publications	0	14	100	50
521210 Gasoline	4,373	5,073	4,500	5,000
521300 Safety Clothing	0	3	200	300
Supplies Total	51,689	51,173	82,546	67,650
Materials				
522060 Sign Materials	163	0	400	300
522150 Small Office Equipment	2,022	0	1,500	1,500
522160 Small Departmental Equipment	2,431	2,505	600	1,500
522170 Computers Non Capital	1,378	0	1,000	1,000
522180 Software	325	286	0	14,818
Materials Total	6,319	2,791	3,500	19,118
Communications				
523010 Telephone Equipment	49	0	100	100
523040 Data Connections	1,920	1,920	2,000	2,000
523050 Postage	16	19	0	1,240
523060 Cellular Phones	1,730	2,431	4,200	1,500
523090 Long Distance Charges	238	191	200	200
Communications Total	3,954	4,562	6,500	5,040
Utilities				
524010 Electricity	15,587	14,291	15,955	15,770
524020 Street Light Electricity	0	0	7	8
524040 Natural Gas	6,856	6,568	7,320	6,306
524050 Water	0	0	6,182	4,867
524070 Sewer	0	0	8,690	8,802

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

COMMUNITY SERVICES

230 - Dog Services	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Materials and Services				
524090 Garbage Disposal and Recycling	1,476	1,539	1,552	1,570
Utilities Total	23,918	22,398	39,706	37,323
Contracted Services				
525110 Consulting Services	23	0	0	200
525155 Credit Card Fees	4,478	5,645	8,000	7,500
525160 Wellness Services	12	0	0	0
525175 Temporary Staffing	0	4,625	5,000	0
525235 Laboratory Services	40	0	0	0
525305 Veterinary Services	34,699	23,260	38,883	50,000
525360 Public Works Services	83	0	0	0
525450 Subscription Services	0	0	0	400
525710 Printing Services	1,682	2,324	6,000	2,500
525715 Advertising	0	15	1,500	550
525735 Mail Services	15,699	9,812	12,500	13,500
525740 Document Disposal Services	0	44	0	0
525770 Interpreters and Translators	40	150	400	400
525999 Other Contracted Services	58,413	58,797	75,000	71,691
Contracted Services Total	115,168	104,672	147,283	146,741
Repairs and Maintenance				
526010 Office Equipment Maintenance	0	65	100	100
526014 Radio Maintenance	62	109	200	200
526030 Building Maintenance	5,867	10,516	8,500	8,500
Repairs and Maintenance Total	5,929	10,689	8,800	8,800
Rentals				
527110 Fleet Leases	14,616	15,372	14,544	15,400
527120 Motor Pool Mileage	0	9	0	0
527130 Parking	112	0	100	100
527300 Equipment Rental	4,501	4,327	5,000	5,500
Rentals Total	19,229	19,707	19,644	21,000
Insurance				
528110 Liability Insurance Premiums	0	0	1,500	0
528415 Auto Claims	0	883	0	0
Insurance Total	0	883	1,500	0
Miscellaneous				
529110 Mileage Reimbursement	254	170	250	250
529120 Commercial Travel	624	559	2,000	3,400
529130 Meals	128	210	1,200	2,100
529140 Lodging	0	1,708	2,500	4,500
529210 Meetings	105	288	1,000	500
529220 Conferences	3,682	1,627	3,300	1,900

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

COMMUNITY SERVICES

230 - Dog Services	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Materials and Services				
529230 Training	97	1,537	2,000	2,500
529300 Dues and Memberships	0	210	300	700
529650 Pre Employment Costs	254	105	100	100
529830 Dog Licenses	0	2,038	0	2,200
529840 Professional Licenses	225	225	500	300
529860 Permits	0	20	20	20
529999 Miscellaneous Expense	138	0	150	1,950
Miscellaneous Total	5,507	8,698	13,320	20,420
Materials and Services Total	231,714	225,573	322,799	326,092
Administrative Charges				
611100 County Admin Allocation	12,310	13,871	15,647	17,313
611210 Facilities Mgt Allocation	49,458	53,303	54,575	62,086
611230 Courier Allocation	617	612	544	569
611250 Risk Management Allocation	3,510	3,618	2,141	2,148
611255 Benefits Allocation	2,874	3,552	3,677	3,726
611260 Human Resources Allocation	10,977	12,803	14,850	16,122
611300 Legal Services Allocation	92,398	98,570	98,836	106,375
611400 Information Tech Allocation	22,897	18,472	20,701	25,850
611410 FIMS Allocation	14,766	14,994	13,771	15,452
611420 Telecommunications Allocation	3,604	2,968	3,412	3,257
611430 Info Tech Direct Charges	8,613	5,353	28,996	22,019
611600 Finance Allocation	14,930	14,649	15,695	18,991
611800 MCBEE Allocation	844	254	859	696
612100 IT Equipment Use Charges	1,792	1,423	2,313	1,853
614100 Liability Insurance Allocation	12,600	10,200	4,400	3,900
614200 WC Insurance Allocation	4,600	4,600	4,200	3,400
Administrative Charges Total	256,790	259,242	284,617	303,757
Ending Fund Balance				
573010 Unapprop Ending Fund Balance	0	0	25,000	0
Ending Fund Balance Total	0	0	25,000	0
Dog Services Total	1,285,788	1,269,465	1,574,551	1,656,104
270 - County Fair	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Personnel Services				
Salaries and Wages				
511110 Regular Wages	25,467	0	0	0
511120 Temporary Wages	3,226	3,786	10,539	10,752
511130 Vacation Pay	2,976	0	0	0
511140 Sick Pay	683	0	0	0
511150 Holiday Pay	1,461	0	0	0
511210 Compensation Credits	1,214	0	0	0

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

COMMUNITY SERVICES

270 - County Fair	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Personnel Services				
511280 Cell Phone Pay	116	0	0	0
511420 Premium Pay	472	0	0	0
511450 Premium Pay Temps	268	0	0	0
Salaries and Wages Total	35,884	3,786	10,539	10,752
Fringe Benefits				
512110 PERS	5,917	0	0	0
512130 PERS Debt Service	592	0	0	0
512200 FICA	2,671	290	806	823
512310 Medical Insurance	9,625	0	0	0
512320 Dental Insurance	995	0	0	0
512330 Group Term Life Insurance	59	0	0	0
512340 Long Term Disability Insurance	121	0	0	0
512400 Unemployment Insurance	132	12	0	0
512520 Workers Comp Insurance	17	4	30	30
512600 Wellness Program	25	0	0	0
512610 Employee Assistance Program	19	0	0	0
Fringe Benefits Total	20,171	306	836	853
Personnel Services Total	56,055	4,092	11,375	11,605
Materials and Services				
Supplies				
521010 Office Supplies	28	80	100	100
Supplies Total	28	80	100	100
Materials				
522180 Software	450	350	400	350
Materials Total	450	350	400	350
Communications				
523050 Postage	114	94	150	150
523090 Long Distance Charges	12	9	0	20
Communications Total	127	103	150	170
Contracted Services				
525110 Consulting Services	39,212	35,000	35,000	35,000
525155 Credit Card Fees	544	375	600	600
525158 Armored Car Services	0	55	250	250
525225 Ambulance Services	0	0	4,400	4,400
525305 Veterinary Services	158	0	0	0
525350 Janitorial Services	4,600	5,535	5,300	6,220
525360 Public Works Services	0	0	1,300	0
525555 Security Services	15,510	16,877	19,000	12,100
525710 Printing Services	105	0	0	330
525715 Advertising	53,340	67,375	64,500	60,500
525910 Fair 4H Contract	14,755	8,000	12,500	12,500

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

COMMUNITY SERVICES

270 - County Fair	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Materials and Services				
525915 Fair FFA Contract	6,098	6,176	6,200	6,200
525920 Fair Open Class	654	247	1,900	1,150
525925 Fair Entertainers	45,280	72,260	71,000	68,650
525930 Fair Events and Activities	27,369	47,717	47,750	46,200
525940 Fair Talent Show	275	0	0	1,275
525945 Fair Clean Up	5,000	9,909	5,000	5,000
525999 Other Contracted Services	12,224	0	126,364	172,796
Contracted Services Total	225,125	269,526	401,064	433,171
Rentals				
527210 Building Rental Private	1,112	1,112	1,120	0
527230 Fairgrounds Rental	9,084	11,413	12,172	13,955
527231 Fairgrounds Rental in Trade	750	78,145	60,000	60,750
527310 Fair Equipment Rentals	21,054	43,883	52,432	46,200
Rentals Total	32,001	134,553	125,724	120,905
Insurance				
528110 Liability Insurance Premiums	5,700	4,022	5,700	4,700
528210 Public Official Bonds	950	950	2,000	2,000
Insurance Total	6,650	4,972	7,700	6,700
Miscellaneous				
529110 Mileage Reimbursement	14	0	100	100
529130 Meals	428	0	450	450
529140 Lodging	200	0	200	200
529210 Meetings	0	171	200	200
529220 Conferences	1,193	1,175	1,100	1,100
529300 Dues and Memberships	1,095	1,554	1,100	1,400
529999 Miscellaneous Expense	0	0	0	100
Miscellaneous Total	2,930	2,900	3,150	3,550
Materials and Services Total	267,311	412,485	538,288	564,946
Administrative Charges				
611100 County Admin Allocation	2,468	2,437	3,025	3,919
611230 Courier Allocation	55	44	48	50
611250 Risk Management Allocation	102	98	0	0
611255 Benefits Allocation	253	257	325	329
611260 Human Resources Allocation	970	927	1,312	1,424
611300 Legal Services Allocation	2,239	1,809	1,135	1,244
611410 FIMS Allocation	5,144	4,927	4,740	6,471
611600 Finance Allocation	10,422	8,135	9,295	14,274
611800 MCBEE Allocation	294	83	296	292
614100 Liability Insurance Allocation	300	200	0	0
614200 WC Insurance Allocation	200	200	0	0
Administrative Charges Total	22,447	19,117	20,176	28,003

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

COMMUNITY SERVICES

270 - County Fair	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Transfers Out				
561100 Transfer to General Fund	0	47,557	0	0
Transfers Out Total	0	47,557	0	0
Contingency				
571010 Contingency	0	0	56,426	21,500
Contingency Total	0	0	56,426	21,500
County Fair Total	345,813	483,251	626,265	626,054
Community Services Grand Total	4,301,718	4,401,790	7,731,595	7,288,671

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

DISTRICT ATTORNEY'S OFFICE

DISTRICT ATTORNEY'S OFFICE



MISSION STATEMENT

The District Attorney's Office is responsible for seeking justice through promoting accountability for criminal offenders; interpreting, enforcing, and executing law; responding to the concerns of victims and the public; and working cooperatively with members of the justice system.

GOALS AND OBJECTIVES

- Goal 1 Aggressively prosecute and prioritize violent and person-to-person crimes through both adult prosecution and juvenile delinquency court.

- Goal 2 Protect children and families.
 - Objective 1 Support efforts of Marion County to promote child abuse prevention, early childhood development, and family preservation.
 - Objective 2 Support domestic violence prosecution team and promote Domestic Violence Council's effort to increase community awareness.
 - Objective 3 Support child abuse prosecution team and promote efforts of Marion County Child Abuse Multidisciplinary Team (MDT).

- Goal 3 Collaborate with the community and public safety partners to address substance abuse, behavioral health concerns, and support quality community corrections programs.
 - Objective 1 Promote and implement the strategic plan developed by the Marion County Public Safety Coordinating Council as established in House Bill 3194, Justice Reinvestment.
 - Objective 2 Promote and increase efforts of the Marion County Public Safety Coordinating Council to address the proliferation of controlled substances and related public safety concerns in the community.
 - Objective 3 Promote and increase efforts of the Marion County Public Safety Coordinating Council to respond to increasing behavioral health issues that are the genesis of some criminal conduct.

- Goal 4 Advocate for victims of crime and provide assistance and information that empowers victims to make informed decisions not only in their personal lives but also with regard to their participation in the criminal justice system and the exercise of their rights.
 - Objective 1 Increase victims' understanding of their rights as a victim of crime.
 - Objective 2 Increase victims' understanding of the public safety system.
 - Objective 3 Increase level of education in the community regarding victims' rights and services available to victims of crime via coordination with local non-profits and participation in multi-disciplinary teams.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

DISTRICT ATTORNEY'S OFFICE

Goal 5 Facilitate the payment of equitable child support awards and provision of health care coverage for the benefit of children.

Objective 1 Prompt establishment of paternity and child support awards.

Objective 2 Timely enforcement of child support and health insurance requirements.

Objective 3 Modification and adjustment of orders and records when appropriate.

Goal 6 Promote the professional investigation of all unattended death in our county in service to our community.

Objective 1 Timely response to calls regarding all deaths in which decedent is not under the direct care of a physician.

Objective 2 Promote timely completion of death certificates for decedents' families.

Objective 3 Promote collaboration with the State Medical Examiner's Office in circumstances of suspicious or criminal deaths.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

DISTRICT ATTORNEY'S OFFICE

DEPARTMENT OVERVIEW

The District Attorney is an executive employee of the State of Oregon, publicly elected to a four-year term. Five separate programs operate within the District Attorney's Office: (1) Adult Criminal Prosecution, (2) Child Support Enforcement, (3) Victim Assistance, (4) Juvenile Enforcement, and (5) Medical Examiner. The public safety system is an ever-changing landscape. Prosecution occupies a central position within this environment, responding to the needs and demands of all entities responsible for public safety. To fulfill its mission of offender accountability, the District Attorney's Office envisions several fundamental principles:

- Prosecution must have sustainable, long-term funding for all core functions.
- Prosecution must have sufficient capacity to respond to the needs of its partners and of the community.
- Prosecution must be able to adapt to changing demands, encouraging a pro-active and balanced role in public safety.
- Prosecution must instill trust, confidence and security in the community.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

DISTRICT ATTORNEY'S OFFICE

RESOURCE AND REQUIREMENT SUMMARY

District Attorney's Office	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Intergovernmental Federal	1,669,910	1,676,743	1,869,141	1,770,090	-5.3%
Intergovernmental State	450,693	455,559	518,234	507,294	-2.1%
Charges for Services	158,381	183,513	208,215	205,204	-1.4%
Fines and Forfeitures	321	1,027	0	0	n.a.
Interest	1,712	1,187	645	710	10.1%
Other Revenues	19,743	28,216	18,000	10,000	-44.4%
General Fund Transfers	8,982,316	9,149,691	10,057,406	10,259,695	2.0%
Net Working Capital	344,056	338,571	304,724	223,392	-26.7%
TOTAL RESOURCES	11,627,132	11,834,507	12,976,365	12,976,385	0.0%
REQUIREMENTS					
Personnel Services					
Salaries and Wages	6,211,696	6,099,827	6,656,892	6,572,752	-1.3%
Fringe Benefits	3,180,369	3,386,413	3,834,822	4,023,447	4.9%
Total Personnel Services	9,392,065	9,486,240	10,491,714	10,596,199	1.0%
Materials and Services					
Supplies	49,334	65,313	57,630	67,550	17.2%
Materials	8,714	20,232	10,877	25,859	137.7%
Communications	11,749	15,226	23,308	22,568	-3.2%
Utilities	69,683	68,862	76,002	77,643	2.2%
Contracted Services	258,623	234,779	294,138	286,452	-2.6%
Repairs and Maintenance	3,818	2,948	2,750	52,750	1,818.2%
Rentals	96,227	101,535	105,740	105,061	-0.6%
Insurance	9,346	10,407	10,700	11,700	9.3%
Miscellaneous	87,320	88,516	106,685	148,810	39.5%
Total Materials and Services	594,814	607,817	687,830	798,393	16.1%
Administrative Charges	1,301,682	1,435,570	1,657,577	1,524,590	-8.0%
Contingency	0	0	139,244	57,203	-58.9%
TOTAL REQUIREMENTS	11,288,561	11,529,628	12,976,365	12,976,385	0.0%
FTE	89.53	91.03	93.43	91.10	-2.5%

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

DISTRICT ATTORNEY'S OFFICE

FUNDS

Fund Name	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	% of Total
RESOURCES					
FND 100 General Fund	8,570,582	8,687,118	9,503,889	9,718,302	74.9%
FND 220 Child Support	1,602,776	1,617,688	1,892,740	2,017,930	15.6%
FND 300 District Attorney Grants	1,453,775	1,529,701	1,579,736	1,240,153	9.6%
TOTAL RESOURCES	11,627,132	11,834,507	12,976,365	12,976,385	100.0%
REQUIREMENTS					
FND 100 General Fund	8,570,582	8,687,118	9,503,889	9,718,302	74.9%
FND 220 Child Support	1,602,776	1,617,688	1,892,740	2,017,930	15.6%
FND 300 District Attorney Grants	1,115,204	1,224,821	1,579,736	1,240,153	9.6%
TOTAL REQUIREMENTS	11,288,561	11,529,628	12,976,365	12,976,385	100.0%

PROGRAMS

	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Adult Prosecution	7,151,769	7,215,700	7,819,247	8,150,408	4.2%
Medical Examiner	246,548	304,247	434,947	491,091	12.9%
Child Support Enforcement	1,603,263	1,617,688	1,892,740	2,017,930	6.6%
Victim Assistance	1,333,757	1,460,414	1,605,802	1,614,810	0.6%
Juvenile Enforcement	1,291,795	1,236,457	1,223,629	702,146	-42.6%
TOTAL RESOURCES	11,627,132	11,834,507	12,976,365	12,976,385	0.0%
REQUIREMENTS					
Adult Prosecution	7,132,340	7,197,575	7,819,247	8,150,408	4.2%
Medical Examiner	246,548	304,247	434,947	491,091	12.9%
Child Support Enforcement	1,603,263	1,617,688	1,892,740	2,017,930	6.6%
Victim Assistance	1,320,488	1,423,042	1,605,802	1,614,810	0.6%
Juvenile Enforcement	985,921	987,075	1,223,629	702,146	-42.6%
TOTAL REQUIREMENTS	11,288,561	11,529,628	12,976,365	12,976,385	0.0%

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

DISTRICT ATTORNEY'S OFFICE

Adult Prosecution Program

- Prosecute crimes and attend all terms of court in Marion County (ORS 8.660).
- Provide crime victims constitutional and statutory rights in every criminal case.

Program Summary

District Attorney's Office	Program: Adult Prosecution				
	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Charges for Services	134,600	159,557	185,817	185,204	-0.3%
Fines and Forfeitures	321	1,027	0	0	n.a.
General Fund Transfers	6,998,023	7,035,687	7,615,305	7,946,006	4.3%
Net Working Capital	18,825	19,429	18,125	19,198	5.9%
TOTAL RESOURCES	7,151,769	7,215,700	7,819,247	8,150,408	4.2%
REQUIREMENTS					
Personnel Services	5,903,246	5,927,101	6,392,252	6,827,321	6.8%
Materials and Services	363,767	353,543	383,501	396,845	3.5%
Administrative Charges	865,327	916,931	1,040,763	922,438	-11.4%
Contingency	0	0	2,731	3,804	39.3%
TOTAL REQUIREMENTS	7,132,340	7,197,575	7,819,247	8,150,408	4.2%
FTE	54.00	53.50	54.50	56.50	3.7%

FTE By Position Title By Program

Program: Adult Prosecution	
Position Title	FTE
Administrative Services Manager	1.00
Budget Analyst 1	1.00
Department Specialist 4	1.00
Deputy DA 1	7.00
Deputy DA 2	5.50
Deputy DA 3	8.00
Deputy DA 4	2.00
District Attorney	1.00
District Attorney Investigator	2.00
District Attorney Investigator (Bilingual)	1.00
Legal Assistant Supervisor	2.00
Legal Secretary 1	9.00
Legal Secretary 1 (Bilingual)	1.00
Legal Secretary 2	10.00
Paralegal	1.00
Trial Team Supervisor	4.00
Program Adult Prosecution FTE Total:	56.50

- In addition to the above there are 2.32 FTE temporary positions.

MARION COUNTY FY 2019-20 BUDGET
BY DEPARTMENT
DISTRICT ATTORNEY'S OFFICE

FTE Changes

FTE net increase of 2.0. 1.0 Legal Secretary 2, 1.0 Deputy District Attorney 1, and 1.0 Trial Team Supervisor transferred from the Juvenile Enforcement Program. 1.0 Deputy District Attorney 3 position was deleted.

Adult Prosecution Program Budget Justification

RESOURCES

The Adult Prosecution Program is primarily funded by the General Fund. Net Working Capital increased by 5.9% due to carryover from fiscal year 18-19 as well as a small amount of funding received during the fiscal year for Civil Forfeitures. Charges for Services is funded through two Memorandums of Understanding with Health and Human Services and Sheriff's Office for a Deputy District Attorney 3 and Deputy District Attorney 1, respectively.

REQUIREMENTS

Personnel Services increased by 6.8% due to expected cost of living adjustments, PERS, merit and benefit increases, and the positions transferred from the Juvenile Enforcement Program. Materials and Services increased due to a Decision Package for additional funds for Supplies, Contracted Services, Rentals, and Insurance.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

DISTRICT ATTORNEY'S OFFICE

Medical Examiner Program

- Investigates all deaths that occur in Marion County where the deceased is not under the care of a physician (ORS Chapter 146).

Program Summary

District Attorney's Office

Program: Medical Examiner

	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
General Fund Transfers	246,548	304,247	434,947	491,091	12.9%
TOTAL RESOURCES	246,548	304,247	434,947	491,091	12.9%
REQUIREMENTS					
Personnel Services	196,782	240,502	366,745	402,731	9.8%
Materials and Services	19,238	30,997	31,031	31,479	1.4%
Administrative Charges	30,528	32,748	37,171	56,881	53.0%
TOTAL REQUIREMENTS	246,548	304,247	434,947	491,091	12.9%
FTE	1.33	3.33	3.33	3.50	5.1%

FTE By Position Title By Program

Program: Medical Examiner	
Position Title	FTE
Chief Medical Legal Death Investigator	1.00
Legal Secretary 1	0.50
Medical Legal Death Investigator	2.00
Program Medical Examiner FTE Total:	3.50

- In addition to the above there is a .5 FTE temporary position.

FTE Changes

FTE net increase of .17. A .5 FTE Legal Secretary 1 position shared with Juvenile Enforcement is requested in a decision package. This alleviated the need for the .33 FTE shared and housed with Health and Human Services and allowed the District Attorney full supervision and ownership of the new position.

Medical Examiner Program Budget Justification

RESOURCES

The Medical Examiner program is funded entirely by the General Fund.

REQUIREMENTS

Personnel Services increased by 9.8% due to expected cost of living adjustments, PERS, merit and benefit increases, and a .5 Legal Secretary 1 position requested through a decision package.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

DISTRICT ATTORNEY'S OFFICE

Child Support Enforcement Program

- Establishes paternity, child support judgments, and health care coverage orders.
- Enforces child support judgments through withholding orders, liens, garnishment offsets, contempt of court, license suspensions, and passport restriction.
- Enforces health care coverage through national medical support notices and medical support orders.
- Enforces interstate cases by initiating and responding to interstate reciprocal proceedings.
- Initiates review of child support awards for possible modification when requested by one of the parties, or when health care coverage for the child(ren) changes.
- Our office has agreed to be the oversight county of a Deputy District Attorney 3 Liaison position fully funded by Oregon Department of Justice. This position will foster communication between Oregon District Attorney Association, Oregon Department of Justice and within the Child Support Program (ORS 30.265).

Program Summary

District Attorney's Office

Program: Child Support Enforcement

	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Intergovernmental Federal	1,099,278	1,103,951	1,266,216	1,260,680	-0.4%
Intergovernmental State	123,852	128,718	191,393	316,634	65.4%
Charges for Services	23,781	23,556	22,398	20,000	-10.7%
General Fund Transfers	356,352	361,463	412,733	420,616	1.9%
TOTAL RESOURCES	1,603,263	1,617,688	1,892,740	2,017,930	6.6%
REQUIREMENTS					
Personnel Services	1,363,373	1,353,877	1,593,962	1,724,148	8.2%
Materials and Services	69,073	73,322	78,434	88,434	12.7%
Administrative Charges	170,818	190,489	220,344	205,348	-6.8%
TOTAL REQUIREMENTS	1,603,263	1,617,688	1,892,740	2,017,930	6.6%
FTE	13.20	13.20	14.60	14.60	0.0%

FTE By Position Title By Program

Program: Child Support Enforcement	
Position Title	FTE
Deputy DA 2	1.00
Deputy DA 3	2.00
District Attorney Investigator	1.60
Legal Assistant Supervisor	1.00
Legal Secretary 1	1.00
Legal Secretary 1 (Bilingual)	1.00
Legal Secretary 2	3.00
Support Enforcement Agent 1	2.00
Support Enforcement Agent 2	1.00
Trial Team Supervisor	1.00
Program Child Support Enforcement FTE Total:	14.60

- In addition to the above there is a .58 FTE temporary position.

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FTE Changes

There are no FTE changes.

Child Support Enforcement Program Budget Justification

RESOURCES

General Fund Transfer increased 1.9% and is part of the match for Child Support services. State funding increased by 65.4% to reflect the addition of the Deputy District Attorney 3 Liaison position which is entirely funded by Oregon Department of Justice.

REQUIREMENTS

Personnel Services increased by 8.2% due to expected cost of living adjustments, PERS, merit and benefit increases as well as the addition of a Deputy District Attorney 3 Liaison position added in FY18-19. Materials and Services increased by 12.7% to cover bar dues, conferences and travel for the Deputy District Attorney 3 Liaison.

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Victim Assistance Program

- The mission of the Victim Assistance (VA) Program is to involve crime victims and the community in a healing process that lessens the impact of crime. This is accomplished by: (1) providing direct services to victims of crime; (2) providing notification to all victims, submitting restitution, advocating for victims' rights, offering volunteer opportunities; (3) providing education and promoting public awareness; and promoting professional and agency communication.
- The Criminal Fines Account (CFA) provides funding for the director of VA who manages the VA staff in providing services to victims of crime, ensuring victims are notified of their rights, providing extensive volunteer opportunities and training, and collaborating with community partners. The CFA also provides funding for a victim advocate whose focus is service to vulnerable victims, such as the elderly, those with disabilities, or victims of hate crimes.
- The Victims of Crime Act (VOCA) Noncompetitive Grant provides partial funding for the child abuse case manager, the volunteer coordinator/homicide case manager, and the juvenile program coordinator, who all provide direct victim services and supervise the provision of services in their specialty areas, in addition to participating in the recruiting, training, and supervision of community volunteers. This grant also funds two advocate positions with one being bilingual, Spanish speaking.
- The Victims of Crime Act (VOCA) Competitive Grant provides funding for a restitution victim advocate. This person provides direct victim services to victims of every type of crime with a focus on property crime cases. This position also helps victims identify and provide the documentation necessary to document their losses for purposes of restitution.
- The STOP Violence Against Women Act (VAWA) grant provides funds for the family violence program coordinator. This person provides direct services to victims of domestic violence and participates in the training and supervision of community volunteers who provide services to victims.
- The Victims of Crime Act One-time (VOCA-OT) grant provides funds to support one-time projects to provide staff training, emergency financial assistance for victims, and volunteer training development.

Program Summary

District Attorney's Office

Program: Victim Assistance

	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Intergovernmental Federal	395,712	452,678	488,525	509,410	4.3%
Intergovernmental State	190,660	190,660	190,660	190,660	0.0%
Charges for Services	0	400	0	0	n.a.
Interest	1,119	625	245	710	189.8%
Other Revenues	19,743	28,216	18,000	10,000	-44.4%
General Fund Transfers	699,625	774,567	871,156	848,694	-2.6%
Other Fund Transfers	176	0	0	0	n.a.
Net Working Capital	26,722	13,269	37,216	55,336	48.7%
TOTAL RESOURCES	1,333,757	1,460,414	1,605,802	1,614,810	0.6%
REQUIREMENTS					
Personnel Services	1,059,708	1,103,569	1,211,977	1,169,289	-3.5%
Materials and Services	101,371	100,482	121,257	123,689	2.0%
Administrative Charges	159,409	218,991	272,568	288,674	5.9%
Contingency	0	0	0	33,158	n.a.
TOTAL REQUIREMENTS	1,320,488	1,423,042	1,605,802	1,614,810	0.6%
FTE	12.73	13.73	13.73	13.00	-5.3%

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FTE By Position Title By Program

Program: Victim Assistance	
Position Title	FTE
Legal Secretary 1	1.00
Legal Secretary 2	1.00
Victim Assistance Advocate	3.00
Victim Assistance Advocate (Bilingual)	1.00
Victim Assistance Advocate (Bilingual)	1.00
Victim Assistance Manager	1.00
Victim Assistance Program Coordinator	4.00
Victim Assistance Program Coordinator (Biling)	1.00
Program Victim Assistance FTE Total:	13.00

FTE Changes

During fiscal year 18-19, a 1.0 Victim Assistance Coordinator position was changed to a bilingual position. FTE decreased by .73 due to the deletion of a Legal Secretary Supervisor position (.50) and a Victim Assistance Program Coordinator-Bilingual (.23), both shared with Juvenile Enforcement.

Victim Assistance Program Budget Justification

RESOURCES

Intergovernmental Federal funding from Oregon Department of Justice increased by 4.3%. Other Revenues decreased by 44.4% in anticipation of decreased donation funding for victim emergency services. Net Working Capital increased by 48.7% with the expectation of carry over funds for a grant.

REQUIREMENTS

The 3.5% Personnel Services decrease is primarily due to deleting .73 FTE. Materials and Services increased by 2% due to a decision package requesting additional funds for mail services and office supplies. Contingency increased to cover any unanticipated costs.

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DISTRICT ATTORNEY'S OFFICE

Juvenile Enforcement Program

- Starts all juvenile delinquency in Marion County (ORS 419C).
- May intervene in juvenile dependency casework in Marion County (419B).

Program Summary

District Attorney's Office

Program: Juvenile Enforcement

	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Intergovernmental Federal	174,920	120,115	114,400	0	-100.0%
Intergovernmental State	136,181	136,181	136,181	0	-100.0%
Interest	593	562	400	0	-100.0%
General Fund Transfers	681,767	673,726	723,265	553,288	-23.5%
Other Fund Transfers	(176)	0	0	0	n.a.
Net Working Capital	298,509	305,873	249,383	148,858	-40.3%
TOTAL RESOURCES	1,291,795	1,236,457	1,223,629	702,146	-42.6%
REQUIREMENTS					
Personnel Services	868,956	861,191	926,778	472,710	-49.0%
Materials and Services	41,365	49,473	73,607	157,946	114.6%
Administrative Charges	75,600	76,411	86,731	51,249	-40.9%
Contingency	0	0	136,513	20,241	-85.2%
TOTAL REQUIREMENTS	985,921	987,075	1,223,629	702,146	-42.6%
FTE	8.27	7.27	7.27	3.50	-51.9%

FTE By Position Title By Program

Program: Juvenile Enforcement	
Position Title	FTE
Deputy DA 2	1.00
Deputy DA 3	1.00
Legal Secretary 1	0.50
Legal Secretary 2	1.00
Program Juvenile Enforcement FTE Total:	3.50

- In addition to the above there are .58 FTE temporary positions.

FTE Changes

FTE decreased overall by 3.77. In Fiscal Year 18-19, a Deputy District Attorney 2 was promoted to Deputy District Attorney 3. 1.0 Deputy District Attorney 1, 1.0 Trial Team Supervisor and 1.0 Legal Secretary 2 were moved to Adult Prosecution Program. .77 FTE Victim Assistance Coordinator and .5 Legal Secretary Supervisor were deleted and .5 FTE Legal Secretary 1 was added in a decision package shared with the Medical Examiner's Office.

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Juvenile Enforcement Program Budget Justification

RESOURCES

With the transfer of Juvenile Dependency Proceedings to Oregon Department of Justice, the DA's Office will no longer receive intergovernmental federal or state funding as of July 1, 2019. The remainder of the Juvenile Enforcement Program is funded by the General Fund. Net Working Capital decreased by 40.3% to offset decreased resources.

REQUIREMENTS

Personnel Services decreased by 49% due to transferring FTE to the Adult Prosecution Program. Materials and Services increased 114.6% for costs associated with the reorganization of the program. Contingency decreased by 85.2% to reflect the reduced requirements.

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KEY DEPARTMENT ACCOMPLISHMENTS

- 10,655 Criminal Cases were reviewed as submitted by 44 referring law enforcement agencies. Adult prosecution filed 929 early disposition cases.
- Four specialty courts are handled by DDAs in both Adult and Juvenile Delinquency Courts. They are Drug Court with 24 participants, Mental Health Court with 21 participants, Veteran's Court with 21 participants and STAR Court (Juvenile) with 17 participants. These programs can be essential for the diversion of participants from prisons and/or jail and the connection to relevant treatment services.
- Creation of the LEAD (Law Enforcement Assisted Diversion) program which addresses livability offenses committed by those with significant addiction or behavioral health concerns and diverts them from the criminal justice system. Twenty three (23) previously service-resident individuals have been connected to treatment and other services in lieu of jail.
- The Behavioral Health Resource Prosecutor has increased the timeliness of cases involving defendants who cannot aid and assist in their own defense and has identified those that require Oregon State Hospital level of services as distinguished from those that can be restored in the community. Collaborates with the Health and Human Services Department to promote these services. 36 Civil Commitment cases were presented in adult court to address behavioral health needs of individuals who are a danger to themselves or others.
- Victim Assistance provided services to more than 6,185 new victims of crime and provided more than 175,100 services to victims of crime. Victim Assistance sent 35,172 notices to victims of crime in 2018, informing them of their rights, court dates, and case status. Community volunteers donated more than 21,033 hours to Victim Assistance. 98% of victims who provided feedback stated that as a result of the information provided by the Victim Assistance Program, they better understand their rights as a victim of crime.
- We continue to increase direct victim services available to victims of property crimes by continuing comprehensive services for victims of robbery and burglary. These cases have victim advocates assigned who advocate throughout the course of the case. We continue to provide advocacy services to all victims who attend grand jury, regardless of the type of crime. We continue to work to increase services available to victims of property crime. We have two restitution advocate positions to help ensure we fulfill our obligations for restitution. These advocates have a focused caseload serving elder victims and victims of property crime with a total restitution requested of \$5,236,805 in 2018.
- Support enforcement collected over \$19.2 million on approximately 4,982 cases, processed over 350 paternity establishments and modifications, attended approximately 2,500 court and administrative hearings and collected nearly \$46.71 per \$1 of county General Funds expended.
- Medical examiner program investigated a total of 423 deaths, including 8 homicides, 18 deaths of minors (under 18 years of age), and 67 suicides.
- Juvenile Enforcement continues to increase the quality of service to youths and their families through collaboration with Oregon Department of Human Services (DHS) and provide appropriate juvenile intervention to divert youth from the criminal justice system.

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KEY INDICATORS

1: Adult prosecution criminal cases submitted

Definition and Purpose

Indicates total number of cases submitted by all law enforcement agencies.

Significance

Indicates baseline caseload of deputy district attorneys. Addresses the primary objectives of the county strategic plan Goal #3 for Public Safety to pursue a safe and secure community by protecting the people, property, and economy of Marion County.

Data Units Calendar Year

CY 2016 Actual	CY 2017 Actual	CY 2018 Actual	CY 2019 Estimate	CY 2020 Estimate
9,647	10,550	10,655	11,500	12,000

Explanation of Trends and Changes

A policy shift in the charging of the low-level Possession of a Controlled Substance cases occurred in 2017. While we used to decline prosecution of "residue" drug possession cases, we now file all legally sound drug crimes in order to engage defendants in addiction and counseling services as part of an early intervention diversion-type program (known as the DA Drug Diversion or "DADD" program). This policy shift continues to result in a rise in our total number of filed cases without increasing jail or other formal probationary services. The ultimate goal is to reduce recidivism and curb other addiction-driven offenses.

2: Adult prosecution cases resolved in the Early Disposition Program (EDP)

Definition and Purpose

Indicates number of criminal cases resolved through expedited court process at less total cost to the justice system. Disposition is limited to fines, assessments, and restitution.

Significance

Indicates system efficiency, system capacity and level of accountability. Addresses the primary objectives of the county strategic plan Goal #3 for Public Safety to pursue a safe and secure community by protecting the people, property, and economy of Marion County.

Data Units Calendar Year

CY 2016 Actual	CY 2017 Actual	CY 2018 Actual	CY 2019 Estimate	CY 2020 Estimate
929	767	612	1000	1000

Explanation of Trends and Changes

Program will be sustained saving the justice system resources but fails to address root problems of criminal behavior.

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3: Juvenile enforcement delinquency petitions filed

Definition and Purpose

Indicates total number of formal petitions filed against youth (under 18 years of age) who commit crimes.

Significance

Indicates baseline caseload for deputy district attorneys in court system. Addresses the primary objectives of the county strategic plan Goal #3 for Public Safety to pursue a safe and secure community by protecting the people, property, and economy of Marion County.

Data Units Calendar Year

CY 2016 Actual	CY 2017 Actual	CY 2018 Actual	CY 2019 Estimate	CY 2020 Estimate
338	384	352	375	400

Explanation of Trends and Changes

The number of juvenile delinquency cases remains low due to the ongoing use of front-end diversionary child welfare and juvenile justice models. Although these models result in fewer petitions being filed, the models still create significant work for attorneys through case reviews, meetings, and case staffing with juvenile probation officers and child welfare personnel. The continued use of front-end diversion practices typically means the cases which require juvenile petitions are cases involving higher risk youth, more complicated fact patterns, and more complex family dynamics leading to an increase in the amount of work required to resolve the case.

4: Juvenile enforcement dependency petitions filed

Definition and Purpose

Indicates total number of formal dependency petitions filed on behalf of children legally determined to be at risk in their house/custody of their parents.

Significance

Indicates baseline caseload for deputy district attorneys in court system. Addresses the primary objectives of the county strategic plan Goal #3 for Public Safety to pursue a safe and secure community by protecting the people, property, and economy of Marion County.

Data Units Calendar Year

CY 2016 Actual	CY 2017 Actual	CY 2018 Actual	CY 2019 Estimate	CY 2020 Estimate
491	476	424	250	0

Explanation of Trends and Changes

While this remains a key indicator for our last fiscal year, beginning July 1, 2019, the Marion County DA's Office will no longer handle dependency matters on behalf of the state. The Oregon Department of Justice has retracted this work for their agency statewide. In future years, our key indicator in this area will be the number of dependency cases in which we appear as a party due to a corresponding criminal case arising from the family circumstances. It remains imperative that we stay involved in cases in which our community's children and families are at risk.

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5: Victim assistance program services provided to victims of crime

Definition and Purpose

Direct services provided to victims of crime. These services include: crisis intervention and support; follow up contact; safety planning; information on the status of an investigation or court case; notification of hearing dates and times; information about Crime Victims' Compensation; assistance in establishing financial losses for restitution purposes; referrals to support groups and counseling; liaison assistance with law enforcement officers, prosecutors, and social service agencies; assistance in preparing a statement for the court at the time of sentencing; assistance with court preparation by explaining the court process, touring empty courtrooms and observing a trial in progress; accompaniment to court hearings, offering a safe and private area while waiting to testify; information and referrals for personal safety and security issues; notification of case disposition and sentence; emergency financial assistance; emergency legal advocacy; personal advocacy; and information about crime victims' rights and assistance in asserting those rights.

Significance

Indicates victim contacts, level of customer service, and workload of volunteers and staff. Addresses the primary objectives of the county strategic plan Goal #3 for Public Safety to pursue a safe and secure community by protecting the people, property, and economy of Marion County.

Data Units Fiscal Year

FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Estimate	FY 19-20 Estimate
103,158	157,459	175,100	160,000	160,000

Explanation of Trends and Changes

The need for services has increased. We expect that to be true for FY 18-19 as well.

6: Notices sent to victims of crime.

Definition and Purpose

Indicates number of notices sent to victims of crime. Notices provide information regarding victims' rights and how victims can assert those rights as well as informing victims of the various steps of the criminal justice process as their case travels through the system. We also include information and forms that provide victims the opportunity to submit information regarding their victim impact statements and information for restitution purposes.

Significance

Notices are required by statute and the Oregon Constitution (regarding victim rights and court process). Addresses the primary objectives of the county strategic plan Goal #3 for Public Safety to pursue a safe and secure community by protecting the people, property, and economy of Marion County.

Data Units Calendar Year

CY 2016 Actual	CY 2017 Actual	CY 2018 Actual	CY 2019 Estimate	CY 2020 Estimate
36,600	39,913	35,172	36,000	36,000

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Explanation of Trends and Changes

Should remain steady.

7: Child support enforcement funds collected

Definition and Purpose

Indicates total amount of financial support collected for children and families under Oregon law.

Significance

Indicates financial health of children and families. Addresses the primary objectives of the county strategic plan Goal #3 for Public Safety to pursue a safe and secure community by protecting the people, property, and economy of Marion County.

Data Units Calendar Year

CY 2016 Actual	CY 2017 Actual	CY 2018 Actual	CY 2019 Estimate	CY 2020 Estimate
\$18.8 million	\$18.9 million	\$19 million	\$19 Million	\$19.2 Million

Explanation of Trends and Changes

Collections have remained steady despite time delays as a result of the implementation of a new statewide computer system.

8: Medical examiner death investigations

Definition and Purpose

This data indicates the number of investigations that the Medical Examiner's Office investigated during the year. This now includes both Medical Examiner cases (other than natural) and Non-Medical Examiner cases (deemed natural after investigation).

Significance

Necessary to determine nature and cause of death under ORS Chapter 146. Addresses the primary objectives of the county strategic plan Goal #3 for Public Safety to pursue a safe and secure community by protecting the people, property, and economy of Marion County.

Data Units Calendar Year

CY 2016 Actual	CY 2017 Actual	CY 2018 Actual	CY 2019 Estimate	CY 2020 Estimate
330	364	1154	1180	1215

Explanation of Trends and Changes

Aging population will influence the number of mandated investigations.

9: Medical examiner homicide investigations

Definition and Purpose

Indicates Medical Examiner cases that are criminal investigations and require prosecutorial review and resources. Now includes homicide and manslaughter cases.

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Significance

Requires a priority response for community safety. Addresses the primary objectives of the county strategic plan Goal #3 for Public Safety to pursue a safe and secure community by protecting the people, property, and economy of Marion County.

Data Units Calendar Year

CY 2016 Actual	CY 2017 Actual	CY 2018 Actual	CY 2019 Estimate	CY 2020 Estimate
14	17	15	15	17

Explanation of Trends and Changes

Homicide rates are difficult to project. Marion County homicide rates remain significant.

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Resources by Fund Detail				
100 - General Fund	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
General Fund Transfers				
381100 Transfer from General Fund	8,570,582	8,687,118	9,503,889	9,718,302
General Fund Transfers Total	8,570,582	8,687,118	9,503,889	9,718,302
General Fund Total	8,570,582	8,687,118	9,503,889	9,718,302
220 - Child Support	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Intergovernmental Federal				
331223 Oregon Dept of Justice	1,099,278	1,103,951	1,266,216	1,260,680
Intergovernmental Federal Total	1,099,278	1,103,951	1,266,216	1,260,680
Intergovernmental State				
332031 Oregon Department of Justice	123,852	128,718	191,393	316,634
Intergovernmental State Total	123,852	128,718	191,393	316,634
Charges for Services				
341430 Copy Machine Fees	3,892	1,990	3,398	0
341999 Other Fees	19,889	21,444	19,000	20,000
344999 Other Reimbursements	0	122	0	0
Charges for Services Total	23,781	23,556	22,398	20,000
General Fund Transfers				
381100 Transfer from General Fund	355,864	361,463	412,733	420,616
General Fund Transfers Total	355,864	361,463	412,733	420,616
Child Support Total	1,602,776	1,617,688	1,892,740	2,017,930
300 - District Attorney Grants	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Intergovernmental Federal				
331223 Oregon Dept of Justice	438,798	452,678	488,525	509,410
331234 DHS Title IV E Reimbursement	131,834	120,115	114,400	0
Intergovernmental Federal Total	570,632	572,792	602,925	509,410
Intergovernmental State				
332035 ODOJ Unitary Assessment Grant	190,660	190,660	190,660	190,660
332062 Oregon DHS Juvenile Dependency	136,181	136,181	136,181	0
Intergovernmental State Total	326,841	326,841	326,841	190,660
Charges for Services				
344999 Other Reimbursements	0	2,233	0	0
347006 DA Services to County Depts	134,600	157,724	185,817	185,204
Charges for Services Total	134,600	159,957	185,817	185,204
Fines and Forfeitures				
352300 Civil Forfeitures	321	1,027	0	0
Fines and Forfeitures Total	321	1,027	0	0

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300 - District Attorney Grants	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Interest				
361000 Investment Earnings	1,712	1,187	645	710
Interest Total	1,712	1,187	645	710
Other Revenues				
373200 Victims Assistance Donations	19,743	28,216	18,000	10,000
Other Revenues Total	19,743	28,216	18,000	10,000
General Fund Transfers				
381100 Transfer from General Fund	55,870	101,109	140,784	120,777
General Fund Transfers Total	55,870	101,109	140,784	120,777
Net Working Capital				
392000 Net Working Capital Unrestr	344,056	338,571	304,724	223,392
Net Working Capital Total	344,056	338,571	304,724	223,392
District Attorney Grants Total	1,453,775	1,529,701	1,579,736	1,240,153
District Attorney's Office Grand Total	11,627,132	11,834,507	12,976,365	12,976,385

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Requirements by Fund Detail

100 - General Fund	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Personnel Services				
Salaries and Wages				
511020 Salaries and Wages Budget Only	0	0	(2,622)	0
511110 Regular Wages	3,674,133	3,691,959	4,675,166	4,745,218
511120 Temporary Wages	182,645	120,364	111,766	124,823
511130 Vacation Pay	273,930	252,039	0	0
511140 Sick Pay	118,763	122,391	0	0
511150 Holiday Pay	190,640	183,410	0	0
511160 Comp Time Pay	4,907	5,614	0	0
511180 Differential Pay	0	500	0	0
511210 Compensation Credits	152,778	133,672	127,574	97,764
511220 Pager Pay	41,769	43,515	41,463	41,463
511240 Leave Payoff	54,211	37,752	0	0
511280 Cell Phone Pay	1,083	1,083	1,083	1,083
511290 Health Insurance Waiver Pay	5,414	4,814	4,800	2,400
511410 Straight Pay	29	252	0	0
511420 Premium Pay	210	323	0	0
511450 Premium Pay Temps	195	0	0	0
Salaries and Wages Total	4,700,708	4,597,690	4,959,230	5,012,751
Fringe Benefits				
512010 Fringe Benefits Budget Only	0	0	(2,425)	0
512110 PERS	690,596	809,358	927,856	1,112,016
512120 401K	77,269	75,340	79,077	79,849
512130 PERS Debt Service	234,805	245,161	288,460	256,807
512200 FICA	349,848	341,928	372,549	376,815
512310 Medical Insurance	875,970	917,418	995,493	1,063,734
512320 Dental Insurance	87,529	84,798	98,940	105,742
512330 Group Term Life Insurance	7,724	7,779	8,825	8,917
512340 Long Term Disability Insurance	14,762	14,933	19,784	19,977
512400 Unemployment Insurance	17,344	14,699	17,790	17,925
512520 Workers Comp Insurance	1,864	1,678	2,201	2,221
512600 Wellness Program	2,427	2,444	2,694	2,721
512610 Employee Assistance Program	1,774	1,807	1,819	2,313
512700 County HSA Contributions	2,600	3,252	2,600	7,096
Fringe Benefits Total	2,364,511	2,520,596	2,815,663	3,056,133
Personnel Services Total	7,065,220	7,118,286	7,774,893	8,068,884
Materials and Services				
Supplies				
521010 Office Supplies	34,498	38,517	30,420	40,420

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100 - General Fund	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Materials and Services				
521030 Field Supplies	865	3,550	4,000	4,000
521070 Departmental Supplies	1,587	1,419	1,300	1,300
521090 Uniforms and Clothing	1,026	1,453	3,000	3,000
521190 Publications	316	4,961	3,800	3,800
521210 Gasoline	1,870	3,713	2,480	2,480
Supplies Total	40,162	53,613	45,000	55,000
Materials				
522150 Small Office Equipment	1,194	5,114	0	0
522160 Small Departmental Equipment	0	506	0	0
522170 Computers Non Capital	2,090	2,166	2,000	2,000
522180 Software	797	553	0	0
Materials Total	4,081	8,339	2,000	2,000
Communications				
523010 Telephone Equipment	196	454	200	210
523020 Phone and Communication Svcs	44	67	25	15
523040 Data Connections	467	480	480	480
523050 Postage	812	1,035	1,000	2,000
523060 Cellular Phones	4,642	5,969	7,543	7,543
523070 Pagers	1,402	1,317	0	0
523090 Long Distance Charges	2,659	2,624	2,550	2,550
Communications Total	10,222	11,946	11,798	12,798
Utilities				
524010 Electricity	48,692	48,011	54,095	55,508
524020 Street Light Electricity	35	36	34	37
524040 Natural Gas	2,085	1,711	1,850	1,937
524050 Water	1,472	1,464	1,337	1,186
524070 Sewer	2,066	2,038	1,847	1,984
524090 Garbage Disposal and Recycling	3,201	3,433	3,424	3,444
Utilities Total	57,552	56,693	62,587	64,096
Contracted Services				
525235 Laboratory Services	0	85	0	0
525246 Transcription Services	0	0	0	1,000
525440 Client Assistance	10	0	0	0
525450 Subscription Services	7,627	7,402	7,427	7,427
525510 Legal Services	710	7,128	2,000	5,000
525540 Witnesses	65,431	41,135	36,134	36,134
525541 Witness Mileage Reimbursement	9,869	6,646	7,789	7,789
525550 Court Services	1,051	848	1,300	1,300
525710 Printing Services	15,016	14,803	14,962	16,962
525735 Mail Services	35,758	39,044	37,261	44,311

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

DISTRICT ATTORNEY'S OFFICE

100 - General Fund	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Materials and Services				
525740 Document Disposal Services	3,428	4,105	5,290	5,290
525770 Interpreters and Translators	8,027	7,585	8,660	8,660
525810 Waste to Energy Contract	0	0	50	0
525870 Hazardous Waste Disposal	0	28	0	0
525999 Other Contracted Services	54,801	51,547	86,529	86,529
Contracted Services Total	201,729	180,356	207,402	220,402
Repairs and Maintenance				
526010 Office Equipment Maintenance	1,977	1,001	600	600
526030 Building Maintenance	1,273	1,516	1,650	1,650
Repairs and Maintenance Total	3,249	2,518	2,250	2,250
Rentals				
527110 Fleet Leases	9,132	11,445	11,044	10,848
527120 Motor Pool Mileage	16	0	50	50
527130 Parking	276	157	90	90
527140 County Parking	1,980	1,980	1,980	1,980
527240 Condo Assn Assessments	44,169	44,268	45,313	45,196
527300 Equipment Rental	27,379	27,577	28,084	28,084
Rentals Total	82,952	85,427	86,561	86,248
Insurance				
528140 Malpractice Insurance Premiums	8,866	10,127	10,500	11,500
528220 Notary Bonds	280	120	120	120
Insurance Total	9,146	10,247	10,620	11,620
Miscellaneous				
529110 Mileage Reimbursement	12,441	7,956	9,150	9,150
529120 Commercial Travel	2,404	1,995	800	800
529130 Meals	749	688	600	600
529140 Lodging	8,558	6,537	8,260	8,260
529210 Meetings	308	638	462	462
529220 Conferences	10,840	11,634	9,165	9,165
529230 Training	1,547	1,327	2,350	2,350
529300 Dues and Memberships	26,552	33,136	27,335	27,335
529690 Other Investigations	2,147	3,299	3,500	3,500
529740 Fairs and Shows	50	0	0	0
529910 Awards and Recognition	902	243	150	150
529999 Miscellaneous Expense	0	655	0	0
Miscellaneous Total	66,497	68,108	61,772	61,772
Materials and Services Total	475,591	477,247	489,990	516,186
Administrative Charges				
611100 County Admin Allocation	84,301	83,860	98,397	105,805
611210 Facilities Mgt Allocation	114,112	122,980	125,915	145,105
611220 Custodial Allocation	87,348	89,887	98,375	105,970

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

DISTRICT ATTORNEY'S OFFICE

100 - General Fund	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Administrative Charges				
611230 Courier Allocation	4,069	3,405	3,123	3,307
611250 Risk Management Allocation	23,675	22,634	18,626	15,325
611255 Benefits Allocation	18,941	19,749	21,130	21,642
611260 Human Resources Allocation	72,354	71,198	85,340	93,642
611300 Legal Services Allocation	16,921	13,947	14,150	15,700
611400 Information Tech Allocation	150,107	146,006	160,662	205,938
611410 FIMS Allocation	106,119	101,421	97,320	100,964
611420 Telecommunications Allocation	28,283	25,271	32,817	38,824
611430 Info Tech Direct Charges	112,814	204,654	285,284	110,096
611600 Finance Allocation	77,377	81,083	98,083	98,780
611800 MCBEE Allocation	6,063	1,720	6,071	4,549
612100 IT Equipment Use Charges	11,287	11,170	18,913	15,485
614100 Liability Insurance Allocation	82,300	60,500	46,600	32,399
614200 WC Insurance Allocation	33,700	32,100	28,200	19,701
Administrative Charges Total	1,029,771	1,091,585	1,239,006	1,133,232
Capital Outlay				
532100 Automobiles	0	0	0	0
Capital Outlay Total	0	0	0	0
General Fund Total	8,570,582	8,687,118	9,503,889	9,718,302
220 - Child Support	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Personnel Services				
Salaries and Wages				
511110 Regular Wages	705,097	682,172	968,879	1,027,223
511120 Temporary Wages	8,941	13,362	16,580	19,000
511130 Vacation Pay	54,609	60,191	0	0
511140 Sick Pay	39,072	44,439	0	0
511150 Holiday Pay	39,192	38,627	0	0
511160 Comp Time Pay	11	0	0	0
511210 Compensation Credits	23,180	20,053	20,480	19,849
511240 Leave Payoff	7,326	4,564	0	0
511290 Health Insurance Waiver Pay	0	1,300	2,400	2,400
Salaries and Wages Total	877,427	864,708	1,008,339	1,068,472
Fringe Benefits				
512110 PERS	145,554	169,515	191,410	240,856
512120 401K	9,914	9,718	11,146	13,008
512130 PERS Debt Service	31,813	31,324	59,507	55,624
512200 FICA	65,228	64,131	76,430	80,950
512310 Medical Insurance	198,418	183,969	210,588	226,464
512320 Dental Insurance	20,095	17,608	20,930	22,512
512330 Group Term Life Insurance	1,566	1,526	1,830	1,928

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

DISTRICT ATTORNEY'S OFFICE

220 - Child Support	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Personnel Services				
512340 Long Term Disability Insurance	2,972	2,877	4,101	4,325
512400 Unemployment Insurance	3,255	2,770	3,670	3,881
512520 Workers Comp Insurance	345	304	456	468
512600 Wellness Program	541	505	600	600
512610 Employee Assistance Program	395	373	405	510
512700 County HSA Contributions	5,850	4,550	4,550	4,550
Fringe Benefits Total	485,945	489,169	585,623	655,676
Personnel Services Total	1,363,373	1,353,877	1,593,962	1,724,148
Materials and Services				
Supplies				
521010 Office Supplies	8,098	8,583	6,800	6,800
521070 Departmental Supplies	47	0	0	0
521190 Publications	136	769	250	750
Supplies Total	8,281	9,352	7,050	7,550
Materials				
522150 Small Office Equipment	74	2,535	600	1,159
522170 Computers Non Capital	661	0	500	500
522180 Software	332	4,316	1,700	1,700
Materials Total	1,066	6,850	2,800	3,359
Communications				
523020 Phone and Communication Svcs	0	0	400	400
523040 Data Connections	0	40	0	0
523050 Postage	150	200	250	250
523060 Cellular Phones	658	622	720	720
523090 Long Distance Charges	720	687	400	400
Communications Total	1,528	1,549	1,770	1,770
Utilities				
524010 Electricity	7,861	7,792	8,883	8,964
524020 Street Light Electricity	5	5	5	5
524040 Natural Gas	103	73	76	81
524050 Water	149	149	131	134
524070 Sewer	327	327	291	298
524090 Garbage Disposal and Recycling	442	661	491	492
Utilities Total	8,888	9,007	9,877	9,974
Contracted Services				
525235 Laboratory Services	1,624	1,787	1,500	1,500
525440 Client Assistance	260	98	100	100
525450 Subscription Services	914	772	988	988
525510 Legal Services	108	0	0	0
525550 Court Services	1,319	2,174	1,750	1,750

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

DISTRICT ATTORNEY'S OFFICE

220 - Child Support	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Materials and Services				
525710 Printing Services	1,730	893	1,500	1,500
525735 Mail Services	14,022	13,141	14,000	14,000
525740 Document Disposal Services	1,121	1,080	1,080	1,080
525770 Interpreters and Translators	0	0	250	250
525999 Other Contracted Services	11,261	8,200	10,000	10,000
Contracted Services Total	32,360	28,144	31,168	31,168
Repairs and Maintenance				
526010 Office Equipment Maintenance	189	33	0	0
526030 Building Maintenance	380	397	500	500
Repairs and Maintenance Total	569	430	500	500
Rentals				
527120 Motor Pool Mileage	0	0	100	100
527130 Parking	0	9	100	100
527240 Condo Assn Assessments	9,026	9,046	9,890	9,234
527300 Equipment Rental	965	3,622	5,572	5,572
Rentals Total	9,991	12,677	15,662	15,006
Insurance				
528220 Notary Bonds	200	160	80	80
Insurance Total	200	160	80	80
Miscellaneous				
529110 Mileage Reimbursement	484	357	788	4,658
529120 Commercial Travel	0	0	600	1,550
529130 Meals	0	0	450	870
529140 Lodging	854	568	1,600	3,160
529210 Meetings	0	0	300	300
529220 Conferences	1,270	955	2,129	2,829
529300 Dues and Memberships	1,966	2,296	2,500	4,500
529690 Other Investigations	782	660	660	660
529880 Recording Charges	288	245	500	500
529910 Awards and Recognition	59	71	0	0
Miscellaneous Total	5,703	5,152	9,527	19,027
Materials and Services Total	68,585	73,322	78,434	88,434
Administrative Charges				
611100 County Admin Allocation	15,767	16,196	18,656	20,299
611210 Facilities Mgt Allocation	19,279	20,777	21,273	24,201
611220 Custodial Allocation	14,621	15,063	16,483	17,547
611230 Courier Allocation	759	659	594	637
611250 Risk Management Allocation	1,980	2,224	2,440	2,559
611255 Benefits Allocation	3,532	3,823	4,020	4,167
611260 Human Resources Allocation	13,493	13,781	16,236	18,030
611400 Information Tech Allocation	28,238	27,971	30,588	39,219
611410 FIMS Allocation	19,921	19,534	18,378	19,285

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

DISTRICT ATTORNEY'S OFFICE

220 - Child Support	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Administrative Charges				
611420 Telecommunications Allocation	5,291	4,877	6,204	7,446
611430 Info Tech Direct Charges	21,218	39,325	53,939	21,076
611600 Finance Allocation	13,757	14,694	16,981	18,368
611800 MCBEE Allocation	1,138	331	1,146	869
612100 IT Equipment Use Charges	2,124	2,134	3,606	2,945
614100 Liability Insurance Allocation	5,900	5,200	6,000	5,000
614200 WC Insurance Allocation	3,800	3,900	3,800	3,700
Administrative Charges Total	170,818	190,489	220,344	205,348
Child Support Total	1,602,776	1,617,688	1,892,740	2,017,930
300 - District Attorney Grants	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Personnel Services				
Salaries and Wages				
511020 Salaries and Wages Budget Only	0	0	(3,771)	0
511110 Regular Wages	527,691	533,456	684,954	483,935
511120 Temporary Wages	8,742	60	0	0
511130 Vacation Pay	25,532	35,967	0	0
511140 Sick Pay	20,409	22,760	0	0
511150 Holiday Pay	29,433	28,287	0	0
511160 Comp Time Pay	1,446	1,964	0	0
511210 Compensation Credits	7,124	5,432	5,740	2,794
511220 Pager Pay	3,382	3,507	0	0
511240 Leave Payoff	5,001	2,388	0	0
511290 Health Insurance Waiver Pay	4,700	3,514	2,400	4,800
511410 Straight Pay	6	94	0	0
511420 Premium Pay	96	0	0	0
Salaries and Wages Total	633,560	637,429	689,323	491,529
Fringe Benefits				
512010 Fringe Benefits Budget Only	0	0	(2,158)	0
512110 PERS	78,687	98,564	133,766	112,804
512120 401K	7,172	8,077	8,794	4,669
512130 PERS Debt Service	37,500	45,468	41,587	26,052
512200 FICA	47,659	47,399	52,729	36,844
512310 Medical Insurance	137,644	155,005	172,499	113,070
512320 Dental Insurance	13,289	14,201	17,145	11,240
512330 Group Term Life Insurance	1,073	1,145	1,283	901
512340 Long Term Disability Insurance	2,268	2,366	2,877	2,019
512400 Unemployment Insurance	2,332	2,048	2,565	1,819
512520 Workers Comp Insurance	330	292	346	255

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

DISTRICT ATTORNEY'S OFFICE

300 - District Attorney Grants	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Personnel Services				
512600 Wellness Program	444	451	479	359
512610 Employee Assistance Program	323	333	324	306
512700 County HSA Contributions	1,192	1,300	1,300	1,300
Fringe Benefits Total	329,912	376,647	433,536	311,638
Personnel Services Total	963,473	1,014,077	1,122,859	803,167
Materials and Services				
Supplies				
521010 Office Supplies	863	2,210	1,460	5,000
521070 Departmental Supplies	27	138	4,000	0
521190 Publications	0	0	120	0
Supplies Total	891	2,348	5,580	5,000
Materials				
522150 Small Office Equipment	0	228	500	20,500
522170 Computers Non Capital	3,321	4,327	5,331	0
522180 Software	245	487	246	0
Materials Total	3,567	5,043	6,077	20,500
Communications				
523010 Telephone Equipment	0	0	6,900	3,000
523040 Data Connections	0	822	0	5,000
523050 Postage	0	882	200	0
523060 Cellular Phones	0	26	2,640	0
Communications Total	0	1,730	9,740	8,000
Utilities				
524010 Electricity	2,815	2,792	3,182	3,211
524020 Street Light Electricity	2	2	2	2
524040 Natural Gas	37	26	27	29
524050 Water	53	53	47	48
524070 Sewer	117	117	104	107
524090 Garbage Disposal and Recycling	218	172	176	176
Utilities Total	3,242	3,162	3,538	3,573
Contracted Services				
525440 Client Assistance	1,096	0	0	0
525540 Witnesses	10,418	12,278	21,000	0
525550 Court Services	0	474	0	0
525560 Victim Emergency Services	13,021	12,404	33,768	33,882
525710 Printing Services	0	0	300	1,000
525735 Mail Services	0	152	0	0
525770 Interpreters and Translators	0	971	500	0
Contracted Services Total	24,535	26,279	55,568	34,882

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

DISTRICT ATTORNEY'S OFFICE

300 - District Attorney Grants	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Materials and Services				
Repairs and Maintenance				
526030 Building Maintenance	0	0	0	50,000
Repairs and Maintenance Total	0	0	0	50,000
Rentals				
527130 Parking	50	190	200	500
527240 Condo Assn Assessments	3,233	3,241	3,317	3,307
Rentals Total	3,283	3,431	3,517	3,807
Miscellaneous				
529110 Mileage Reimbursement	0	1,517	280	1,000
529120 Commercial Travel	1,260	909	4,360	4,698
529130 Meals	390	369	2,700	1,700
529140 Lodging	3,413	4,866	3,200	26,700
529210 Meetings	0	324	0	0
529220 Conferences	4,186	4,881	2,000	30,117
529230 Training	4,646	718	17,300	0
529300 Dues and Memberships	675	60	1,000	0
529620 Narcotics Investigations	0	0	3,596	3,596
529650 Pre Employment Costs	0	20	0	0
529740 Fairs and Shows	44	548	200	200
529910 Awards and Recognition	507	1,043	750	0
Miscellaneous Total	15,121	15,256	35,386	68,011
Materials and Services Total	50,638	57,248	119,406	193,773
Administrative Charges				
611100 County Admin Allocation	8,302	11,748	14,274	15,468
611210 Facilities Mgt Allocation	15,347	16,540	16,934	19,265
611220 Custodial Allocation	11,638	11,991	13,121	13,967
611230 Courier Allocation	397	462	433	472
611250 Risk Management Allocation	1,306	2,957	5,677	7,236
611255 Benefits Allocation	1,844	2,680	2,933	3,093
611260 Human Resources Allocation	7,045	9,659	11,843	13,381
611400 Information Tech Allocation	14,928	21,297	24,408	30,951
611410 FIMS Allocation	10,594	14,756	14,835	15,175
611420 Telecommunications Allocation	2,828	3,689	5,025	5,851
611430 Info Tech Direct Charges	11,344	29,854	43,338	16,671
611600 Finance Allocation	7,385	13,877	18,823	16,868
611800 MCBEE Allocation	606	250	926	684
612100 IT Equipment Use Charges	1,129	1,636	2,857	2,328
614100 Liability Insurance Allocation	4,000	4,000	4,900	4,000
614200 WC Insurance Allocation	2,400	8,100	17,900	20,600
Administrative Charges Total	101,093	153,496	198,227	186,010

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

DISTRICT ATTORNEY'S OFFICE

300 - District Attorney Grants	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Contingency				
571010 Contingency	0	0	139,244	57,203
Contingency Total	0	0	139,244	57,203
District Attorney Grants Total	1,115,204	1,224,821	1,579,736	1,240,153
District Attorney's Office Grand Total	11,288,561	11,529,628	12,976,365	12,976,385

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

FINANCE

FINANCE



MISSION STATEMENT

Safeguarding Marion County's fiscal integrity.

GOALS AND OBJECTIVES

- Goal 1 Streamline and standardize the county's contracting, solicitation and purchasing processes.
- Objective 1 Take full advantage of the recently implemented Contract Management System (CMS) functionality.
 - Objective 2 Revise, develop and document contracting processes to enhance customer satisfaction, improve efficiency and increase consistency.
 - Objective 3 Propose policy that would allow implementation of an electronic signature process (including a vendor portal) as part of the contract approval process.
- Goal 2 Increase customer access to information through web-based, electronic and self-service methods.
- Objective 1 Develop a consistent format across pages for the Finance Department website.
 - Objective 2 Assess the need for additional content to be included on the department webpage based on customer feedback.
 - Objective 3 Train additional Finance Department staff how to post content to the department webpage.
- Goal 3 Develop and provide communication and training to department personnel to achieve greater compliance with and consistency in carrying out financial processes and procedures.
- Objective 1 Provide more training to departments to improve accuracy and consistency in time card reporting.
 - Objective 2 Develop a more consistent time sheet format (or formats) for use across county departments.
 - Objective 3 Complete the purchasing manual and train departments to consistently follow the purchase order process.
 - Objective 4 Implement countywide policy and procedures for grant compliance.
 - Objective 5 Develop a "Finance Quick Start Guide" for new department heads, elected officials and managers.
- Goal 4 Ensure the Finance Department is prepared to respond to emergencies to ensure departments are able to continue operations and provide services.
- Objective 1 In coordination with the Information Technology Department, plan for and perform a test of the county's ability to install the county's Oracle system on a new device from backup and run critical business financial processes. After the test, evaluate and resolve any weaknesses.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

FINANCE

- Goal 5 Build an organizational culture and management approach that supports innovation and continuous process improvement.
 - Objective 1 Hold quarterly department-wide discussions to review and evaluate progress toward Finance Department goals and objectives.
 - Objective 2 Implement regular survey process within Finance and with external customers to assess areas for improvement.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

FINANCE

DEPARTMENT OVERVIEW

The Finance Department provides financial services that support departments in delivering their services to customers and clients. The Finance Department is part of the Central Services Fund. The Finance Department budget consists of one program, the Central Finance Program, which includes two service areas: financial services and payroll.

RESOURCE AND REQUIREMENT SUMMARY

Finance	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Charges for Services	61,363	43,280	14,000	26,050	86.1%
Admin Cost Recovery	2,238,747	2,358,378	2,713,100	2,881,398	6.2%
Other Revenues	0	150	0	250	n.a.
General Fund Transfers	0	22,030	0	0	n.a.
Other Fund Transfers	46,247	47,249	39,399	90,000	128.4%
TOTAL RESOURCES	2,346,357	2,471,087	2,766,499	2,997,698	8.4%
REQUIREMENTS					
Personnel Services					
Salaries and Wages	1,242,368	1,282,641	1,432,185	1,523,738	6.4%
Fringe Benefits	653,918	714,610	835,602	930,416	11.3%
Total Personnel Services	1,896,286	1,997,251	2,267,787	2,454,154	8.2%
Materials and Services					
Supplies	9,965	11,085	10,990	9,139	-16.8%
Materials	12,991	21,192	5,950	5,950	0.0%
Communications	758	770	625	775	24.0%
Utilities	13,016	13,047	14,403	14,543	1.0%
Contracted Services	113,162	123,963	130,680	145,800	11.6%
Repairs and Maintenance	3,459	10,751	3,900	4,150	6.4%
Rentals	18,736	18,789	20,386	20,418	0.2%
Miscellaneous	26,971	27,369	27,764	28,025	0.9%
Total Materials and Services	199,058	226,965	214,698	228,800	6.6%
Administrative Charges	251,013	246,871	284,014	314,744	10.8%
TOTAL REQUIREMENTS	2,346,357	2,471,087	2,766,499	2,997,698	8.4%
FTE	18.80	20.00	20.60	20.60	0.0%

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

FINANCE

FUNDS

Fund Name	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	% of Total
RESOURCES					
FND 580 Central Services	2,346,357	2,471,087	2,766,499	2,997,698	100.0%
TOTAL RESOURCES	2,346,357	2,471,087	2,766,499	2,997,698	100.0%
REQUIREMENTS					
FND 580 Central Services	2,346,357	2,471,087	2,766,499	2,997,698	100.0%
TOTAL REQUIREMENTS	2,346,357	2,471,087	2,766,499	2,997,698	100.0%

PROGRAMS

	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Central Finance	2,346,357	2,471,087	2,766,499	2,997,698	8.4%
TOTAL RESOURCES	2,346,357	2,471,087	2,766,499	2,997,698	8.4%
REQUIREMENTS					
Central Finance	2,346,357	2,471,087	2,766,499	2,997,698	8.4%
TOTAL REQUIREMENTS	2,346,357	2,471,087	2,766,499	2,997,698	8.4%

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

FINANCE

Central Finance Program

- Manages county financial reporting, coordinates the annual audit, and produces the Comprehensive Annual Financial Report (CAFR).
- Provides direction, oversight, and monitoring for the countywide budget process. Ensures compliance with Oregon Local Budget Law and produces the annual budget book.
- Provides fiscal policy and direction for countywide accounting and financial services.
- Produces bi-weekly payroll for more than 1,500 regular and part-time employees and meets all federal and state reporting requirements, including Public Employees Retirement System (PERS) mandates.
- Develops and interprets Marion County Public Contracting Law and policies and procedures and ensures county compliance. Reviews all county federal awards for grant compliance.
- Provides oversight of Marion County tax foreclosed and surplus real property.
- Manages county debt and related compliance and reporting requirements.
- Produces payments for all county invoices, produces invoices for county receivables, and forwards accounts for collection.

Program Summary

Finance

Program: Central Finance

	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Charges for Services	61,363	43,280	14,000	26,050	86.1%
Admin Cost Recovery	2,238,747	2,358,378	2,713,100	2,881,398	6.2%
Other Revenues	0	150	0	250	n.a.
General Fund Transfers	0	22,030	0	0	n.a.
Other Fund Transfers	46,247	47,249	39,399	90,000	128.4%
TOTAL RESOURCES	2,346,357	2,471,087	2,766,499	2,997,698	8.4%
REQUIREMENTS					
Personnel Services	1,896,286	1,997,251	2,267,787	2,454,154	8.2%
Materials and Services	199,058	226,965	214,698	228,800	6.6%
Administrative Charges	251,013	246,871	284,014	314,744	10.8%
TOTAL REQUIREMENTS	2,346,357	2,471,087	2,766,499	2,997,698	8.4%
FTE	18.80	20.00	20.60	20.60	0.0%

FTE By Position Title By Program

Program: Central Finance	
Position Title	FTE
Accountant 2	2.60
Accounting Specialist	3.00
Budget Analyst 2	1.00
Budget and Grants Manager	1.00
Chief Accountant	1.00
Chief Financial Officer	1.00
Contracts and Procurement Manager	1.00
Department Specialist 4	1.00
Finance Accounting Manager	1.00

MARION COUNTY FY 2019-20 BUDGET
BY DEPARTMENT
FINANCE

Program: Central Finance	
Position Title	FTE
Grant/Contracts Compliance Analyst	2.00
Management Analyst 2	1.00
Payroll Analyst	1.00
Payroll Specialist (Confidential)	3.00
Property Coordinator	1.00
Program Central Finance FTE Total:	20.60

FTE Changes

There are no changes in FTE.

Central Finance Program Budget Justification

RESOURCES

The required Administrative Cost Recovery Resources have increased to meet the growing cost of personnel expenditures and other increases in Materials and Services. Other Funds transfer is from the Tax Title Fund for tax foreclosed duties performed by the property coordinator within the Finance Department. That transfer increased for FY 2019-20 as that position is now 100% funded by the Tax Title Fund.

REQUIREMENTS

Personnel Services has increased due to the following: negotiated COLA increases, PERS rates, Health Insurance, and regular merit step increases. In addition, a payroll specialist is budgeted for a full year in FY 2019-20, where the position was only budget for four months in the previous year.

Total Materials and Services (M&S) has increased due to a decision package for increased costs associated with the county's annual audit contract.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

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KEY DEPARTMENT ACCOMPLISHMENTS

- Prepared and completed the FY 2017-18 audit for Marion County and related service districts within critical deadlines, while also developing the Comprehensive Annual Financial Report, which resulted in the receipt of the Certificate of Award from the Government Finance Officers Association (GFOA) for excellence in financial reporting for the seventeenth consecutive year.
- Submitted the FY 2018-19 Budget Book to the Government Finance Officers Association "Distinguished Budget Presentation Award" program and received the award for the eighth consecutive year.
- Implemented Governmental Accounting Standards Board (GASB) Statement Number 75, which included new accounting and reporting requirements for Other Post-Employment Benefits.
- In coordination with IT, enhanced reporting features in the Marion County Budgeting System (BUD) that will increase efficiencies during the countywide budget preparation process.
- Performed a Position Control Audit to ensure budgeted positions were accurately reflected in each department's budgets.
- Continued working on a joint project with IT to replace the Oracle reporting tool. This tool will provide financial, human resource and payroll data for executive management and department reporting needs. Initial implementation for Central Services departments began in FY 15-16, has continued throughout FY 18-19, and should be completed in FY 19-20. This past year, a specific solution was developed for conversion of payroll reports.
- Foreclosed Property - revised foreclosed property employee classification to full-time tax-title funding due to increased workload. Began implementation of coordination of departmental assistance to help people transition out of their home due to foreclosure. Additionally, updated the foreclosed property policies and procedures to include option to sell property to local governments.
- Updated the county's audit policy to include mandatory auditor rotation. As a result of the new policy, initiated request for proposals for a new audit firm, reviewed proposals and selected new auditors for the fiscal year 2018-2019 audit.
- Contracts and Procurement - Completed revision and updates to the Marion County Public Contracting Rules, which included increasing the small procurement threshold. Implemented P-card audit procedures and completed multiple audits.
- Revised Marion County's electronic W-4 form and procedures to comply with the State of Oregon's W-4 withholding requirements.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

FINANCE

KEY INDICATORS

1: P-Card Transactions

Definition and Purpose

Marion County implemented a Procurement Card (P-Card) program in July 2005. By policy, P-Cards were implemented to replace all other credit and revolving charge cards throughout the county. They are primarily to be used for the purchase of small dollar goods. The use of P-Cards is encouraged for several reasons: 1) lower cost per transaction than other purchase options, 2) rebate incentives provided by the vendor for achieving certain levels of volume purchases, 3) greater level of internal control over purchases, and 4) to improve consistency for purchases throughout the county. Reviewing the annual number of transactions and dollar volume of P-Card use is one way to monitor the success of the program goals.

Significance

This key indicator supports the county strategic priority for Operational Efficiency and Quality Service (Goal #1 - Provide efficient, effective, and responsive government through stewardship and accountability). As Marion County increases the number of transactions and dollar volume of purchases made with P-Cards, several efficiencies are gained. First, because the transaction cost of using a P-Card is lower than other purchase options, the county achieves greater efficiency with each transaction moved from other purchase options to a P-Card. Second, increasing P-Card use throughout the county will eventually produce reduced costs through the rebate program once the required volume is met. Finally, increased use of the P-Card for purchases ensures that a greater level of controls are involved in county procurements.

Data Units Fiscal Year

The data provided for this key indicator is: 1) annual number of transactions, and 2) annual dollar volume of transactions.

FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Estimate	FY 19-20 Estimate
11,731 - \$1,564,730	15,796 - \$2,041,137	15,804 - \$2,146,940	17,460 - \$2,399,154	17,400 - \$2,200,000

Explanation of Trends and Changes

P-Card dollar volume and transaction count are anticipated to decrease after several years of growth. In the current year, the average number of P-Cards transactions is 1,455 per month. For FY 19-20, P-Card transaction count and dollar volume is expected to decrease due to the completion of several large construction projects involving multiple permit purchases using P-Cards in the current year. Those same purchases will not be necessary in FY 19-20.

2: Contracts Processed in Compliance With County Policy and Procedure

Definition and Purpose

Marion County contracts staff review contracts processed by departments to ensure that each contract meets standards, policies and procedures. These standards have been implemented to protect the county from unnecessary risk and to ensure that the processing of contracts is efficient and effective. As contracts are reviewed and non-compliance is identified, Finance Department personnel can identify measures to put into place to reduce the specific areas that need improvement. These measures may include additional training, policy development or improved clarification of current policy.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

FINANCE

Significance

This key indicator supports the county strategic priority for Operational Efficiency and Quality Service (Goal #1 - Provide efficient, effective, and responsive government through stewardship and accountability). Some examples of issues identified that may create risk in the contract process are: current contracts that are not extended while work continues past the expiration date, new contracts that are not signed prior to service delivery, missing insurance requirements, incomplete documentation of the solicitation process, inappropriate solicitation process, etc. As Marion County identifies the non-compliance areas through tracking of this key indicator, improvements can be made to the contracts process to meet the goal of reducing risk and increasing efficiency.

Data Units Fiscal Year

The data provided for this key indicator is number of contracts identified with issues of non-compliance compared to total contracts processed by the county.

FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Estimate	FY 19-20 Estimate
189 issues (24%) / 790 contracts processed	192 issues (23%) / 852 contracts processed	178 issues (21%) / 830 contracts processed	154 issues (20%) / 766 contracts processed	212 issues (25%) / 850 contracts processed

Explanation of Trends and Changes

The estimated error rate in contracts processed in FY 19-20 is expected to increase slightly, which is a reversal of the previous multi-year trend. The reason for the anticipated error rate increase is that there are 4 new inexperienced contract staff within Marion County and July 2019 is a new biennium for the State of Oregon, which will result in an increase in number of contracts processed. Those two factors combined are likely to result in a slight increase in errors. However, the Finance Department contract staff are providing additional training for all contract staff countywide and have increased individualized training for the new contract staff in an effort to keep errors to a minimum.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

FINANCE

Resources by Fund Detail				
580 - Central Services	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Charges for Services				
341430 Copy Machine Fees	4	25	0	0
341999 Other Fees	0	40	0	0
342910 Public Records Request Charges	0	75	0	50
344999 Other Reimbursements	23	0	0	0
347101 Central Svcs to Other Agencies	61,336	43,140	14,000	26,000
Charges for Services Total	61,363	43,280	14,000	26,050
Admin Cost Recovery				
411600 Finance Allocation	2,238,747	2,358,378	2,713,100	2,881,398
Admin Cost Recovery Total	2,238,747	2,358,378	2,713,100	2,881,398
Other Revenues				
371000 Miscellaneous Income	0	150	0	250
Other Revenues Total	0	150	0	250
General Fund Transfers				
381100 Transfer from General Fund	0	22,030	0	0
General Fund Transfers Total	0	22,030	0	0
Other Fund Transfers				
381155 Xfr from Tax Title Land Sales	46,247	47,249	39,399	90,000
Other Fund Transfers Total	46,247	47,249	39,399	90,000
Central Services Total	2,346,357	2,471,087	2,766,499	2,997,698
Finance Grand Total	2,346,357	2,471,087	2,766,499	2,997,698

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

FINANCE

Requirements by Fund Detail

580 - Central Services	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Personnel Services				
Salaries and Wages				
511020 Salaries and Wages Budget Only	0	0	7,619	0
511110 Regular Wages	1,026,778	1,043,933	1,394,494	1,492,267
511120 Temporary Wages	3,077	18,004	0	0
511130 Vacation Pay	72,714	76,494	0	0
511140 Sick Pay	50,246	46,816	0	0
511150 Holiday Pay	53,294	52,172	0	0
511160 Comp Time Pay	105	128	0	0
511210 Compensation Credits	31,078	30,593	25,272	26,671
511240 Leave Payoff	225	9,562	0	0
511290 Health Insurance Waiver Pay	4,814	4,814	4,800	4,800
511420 Premium Pay	37	124	0	0
Salaries and Wages Total	1,242,368	1,282,641	1,432,185	1,523,738
Fringe Benefits				
512010 Fringe Benefits Budget Only	0	0	5,302	0
512110 PERS	197,214	248,395	274,940	349,699
512120 401K	24,761	25,105	24,750	25,595
512130 PERS Debt Service	59,464	58,982	85,474	80,758
512200 FICA	92,974	95,359	107,580	114,999
512310 Medical Insurance	240,213	247,417	289,068	307,344
512320 Dental Insurance	23,675	22,898	28,736	30,552
512330 Group Term Life Insurance	2,193	2,243	2,640	2,808
512340 Long Term Disability Insurance	4,531	4,536	5,913	6,301
512400 Unemployment Insurance	4,573	4,093	5,273	5,638
512520 Workers Comp Insurance	473	440	618	618
512600 Wellness Program	721	714	840	840
512610 Employee Assistance Program	526	528	568	714
512700 County HSA Contributions	2,600	3,900	3,900	4,550
Fringe Benefits Total	653,918	714,610	835,602	930,416
Personnel Services Total	1,896,286	1,997,251	2,267,787	2,454,154
Materials and Services				
Supplies				
521010 Office Supplies	8,818	9,349	9,040	8,000
521070 Departmental Supplies	935	949	1,800	1,014
521110 First Aid Supplies	0	4	50	25
521190 Publications	212	783	100	100
Supplies Total	9,965	11,085	10,990	9,139

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

FINANCE

580 - Central Services	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Materials and Services				
Materials				
522150 Small Office Equipment	3,442	4,164	3,450	3,450
522160 Small Departmental Equipment	300	0	500	500
522170 Computers Non Capital	3,727	14,517	1,500	1,500
522180 Software	5,522	2,510	500	500
Materials Total	12,991	21,192	5,950	5,950
Communications				
523040 Data Connections	0	0	0	100
523050 Postage	45	0	0	0
523060 Cellular Phones	620	659	625	625
523090 Long Distance Charges	93	111	0	50
Communications Total	758	770	625	775
Utilities				
524010 Electricity	11,462	11,361	12,393	13,070
524020 Street Light Electricity	8	8	10	8
524040 Natural Gas	150	106	110	118
524050 Water	217	217	215	196
524070 Sewer	477	477	475	434
524090 Garbage Disposal and Recycling	701	878	1,200	717
Utilities Total	13,016	13,047	14,403	14,543
Contracted Services				
525150 Audit Services	88,070	90,320	101,030	109,000
525153 Fiscal Agent Services	2,400	1,650	0	0
525450 Subscription Services	518	80	500	500
525510 Legal Services	0	35	0	0
525710 Printing Services	4,317	2,582	5,500	5,750
525715 Advertising	7,243	5,297	7,500	7,500
525735 Mail Services	9,516	9,695	10,600	9,650
525740 Document Disposal Services	100	100	150	150
525999 Other Contracted Services	998	14,204	5,400	13,250
Contracted Services Total	113,162	123,963	130,680	145,800
Repairs and Maintenance				
526010 Office Equipment Maintenance	0	100	0	200
526021 Computer Software Maintenance	3,150	3,350	3,350	3,350
526030 Building Maintenance	309	7,301	550	600
Repairs and Maintenance Total	3,459	10,751	3,900	4,150
Rentals				
527120 Motor Pool Mileage	566	834	1,050	900
527130 Parking	63	29	75	75
527240 Condo Assn Assessments	13,160	13,190	13,501	13,463

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

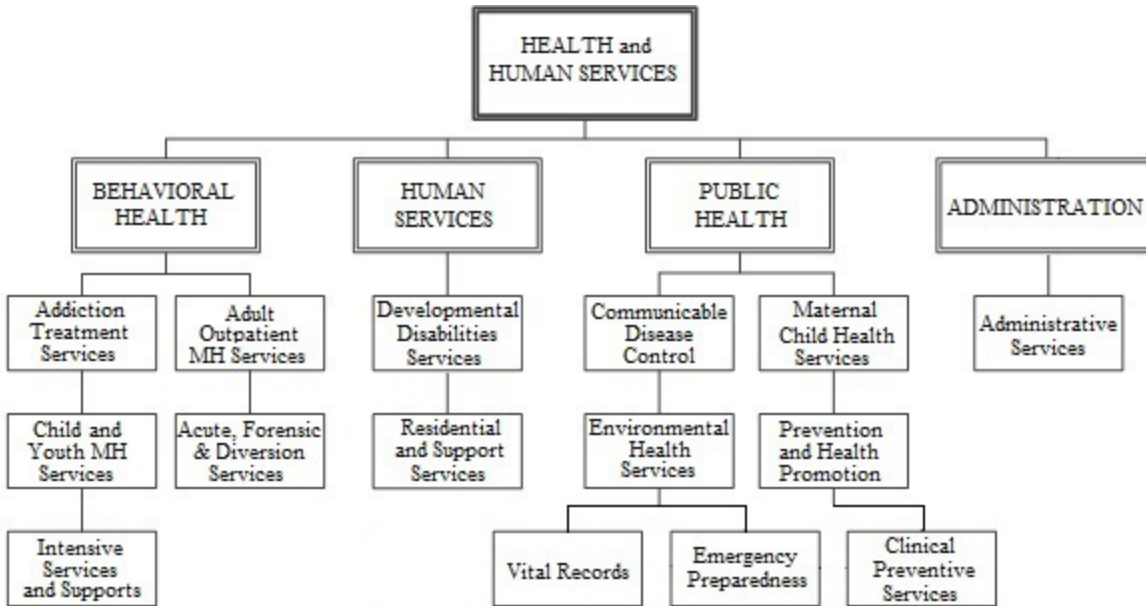
FINANCE

580 - Central Services	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Materials and Services				
527300 Equipment Rental	4,946	4,736	5,760	5,980
Rentals Total	18,736	18,789	20,386	20,418
Miscellaneous				
529110 Mileage Reimbursement	1,205	1,006	1,300	1,325
529120 Commercial Travel	134	0	1,000	1,000
529130 Meals	685	432	700	725
529140 Lodging	6,315	4,997	4,458	4,500
529210 Meetings	743	546	750	750
529220 Conferences	3,750	2,724	5,700	6,000
529230 Training	6,202	8,313	5,756	5,600
529300 Dues and Memberships	7,942	8,621	8,100	7,450
529650 Pre Employment Costs	0	70	0	0
529840 Professional Licenses	0	660	0	675
529999 Miscellaneous Expense	(5)	0	0	0
Miscellaneous Total	26,971	27,369	27,764	28,025
Materials and Services Total	199,058	226,965	214,698	228,800
Administrative Charges				
611100 County Admin Allocation	24,211	22,546	27,435	29,873
611210 Facilities Mgt Allocation	28,106	30,291	31,014	35,282
611220 Custodial Allocation	21,322	21,967	24,036	25,587
611230 Courier Allocation	1,157	911	865	929
611250 Risk Management Allocation	3,041	3,104	3,585	3,765
611255 Benefits Allocation	5,385	5,284	5,852	6,086
611260 Human Resources Allocation	20,569	19,048	23,637	26,333
611300 Legal Services Allocation	13,755	16,993	20,848	23,911
611400 Information Tech Allocation	60,311	64,327	71,664	89,718
611410 FIMS Allocation	32,810	29,074	28,892	30,325
611420 Telecommunications Allocation	3,741	2,672	3,164	4,654
611430 Info Tech Direct Charges	14,495	11,736	16,212	16,043
611800 MCBEE Allocation	1,866	491	1,797	1,363
612100 IT Equipment Use Charges	5,344	5,727	10,613	8,075
614100 Liability Insurance Allocation	9,100	7,400	9,100	7,500
614200 WC Insurance Allocation	5,800	5,300	5,300	5,300
Administrative Charges Total	251,013	246,871	284,014	314,744
Central Services Total	2,346,357	2,471,087	2,766,499	2,997,698
Finance Grand Total	2,346,357	2,471,087	2,766,499	2,997,698

MARION COUNTY FY 2019-20 BUDGET
BY DEPARTMENT
FINANCE

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HEALTH AND HUMAN SERVICES



MISSION STATEMENT

Create a safe and welcoming community where all people can access high quality health and human services and are supported to achieve their highest level of health.

GOALS AND OBJECTIVES

- Goal 1 Deliver an exceptional customer experience.
 - Objective 1 Increase customer satisfaction.
 - Objective 2 Increase awareness of service offerings.

- Goal 2 Drive systematic change to support healthy communities.
 - Objective 1 Increase community engagement.
 - Objective 2 Increase partner engagement.
 - Objective 3 Improve integration of funds.

- Goal 3 Improve internal systems and processes.
 - Objective 1 Launch a new electronic health record (EHR) system.
 - Objective 2 Improve quality improvement capabilities.
 - Objective 3 Improve efficiency by speed and use of resources.

- Goal 4 Support our people and culture.
 - Objective 1 Increase employee engagement.
 - Objective 2 Execute the Health and Human Services Strategic Plan.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

HEALTH AND HUMAN SERVICES

DEPARTMENT OVERVIEW

Health and Human Services serves as the community mental health program and the local public health department for Marion County. Health and Human Services and its administrator function under the authority vested in the county commissioners by statute to function as both the local mental health authority and the local public health authority. In these roles, Health and Human Services is responsible for assuring the availability of mandated and state contracted services in our community. Health and Human Services achieves these roles through planning, program development, providing services, contracting for services, program oversight, evaluation, and quality improvement. The major focus of Public Health and Behavioral Health services is to provide for the safety of community members, and enable those most vulnerable to improve their lives.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

HEALTH AND HUMAN SERVICES

RESOURCE AND REQUIREMENT SUMMARY

Health and Human Services	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Intergovernmental Federal	3,927,268	3,785,289	2,999,090	2,780,785	-7.3%
Intergovernmental State	19,110,822	24,939,513	24,129,492	24,072,047	-0.2%
Intergovernmental Local	16,177,496	14,646,083	15,200,882	13,896,015	-8.6%
Charges for Services	7,287,402	7,902,898	8,307,482	8,518,749	2.5%
Admin Cost Recovery	0	0	0	0	n.a.
Interest	190,082	253,738	305,050	330,100	8.2%
Other Revenues	133,896	137,669	20,000	23,000	15.0%
General Fund Transfers	3,730,390	3,730,390	3,795,298	3,914,282	3.1%
Net Working Capital	22,785,882	22,347,954	23,831,809	20,029,109	-16.0%
TOTAL RESOURCES	73,343,239	77,743,534	78,589,103	73,564,087	-6.4%
REQUIREMENTS					
Personnel Services					
Salaries and Wages	21,492,284	22,618,505	26,168,936	26,542,352	1.4%
Fringe Benefits	12,213,058	13,526,291	16,267,745	17,290,032	6.3%
Total Personnel Services	33,705,342	36,144,796	42,436,681	43,832,384	3.3%
Materials and Services					
Supplies	638,139	744,419	630,946	664,181	5.3%
Materials	132,989	153,566	122,076	120,700	-1.1%
Communications	343,812	376,967	386,834	388,185	0.3%
Utilities	165,669	196,980	140,536	99,819	-29.0%
Contracted Services	7,441,634	7,781,842	8,792,976	8,775,665	-0.2%
Repairs and Maintenance	142,785	124,639	109,805	98,750	-10.1%
Rentals	1,884,728	1,872,590	2,177,892	2,463,070	13.1%
Insurance	69,320	61,797	66,000	70,500	6.8%
Miscellaneous	294,761	269,512	335,027	314,992	-6.0%
Total Materials and Services	11,113,837	11,582,312	12,762,092	12,995,862	1.8%
Administrative Charges	5,217,653	5,329,434	6,152,464	6,649,689	8.1%
Capital Outlay	528,826	472,963	698,204	0	-100.0%
Transfers Out	429,625	382,221	4,199,138	3,041,899	-27.6%
Contingency	0	0	4,733,444	3,695,895	-21.9%
Ending Fund Balance	0	0	7,607,080	3,348,358	-56.0%
TOTAL REQUIREMENTS	50,995,285	53,911,725	78,589,103	73,564,087	-6.4%
FTE	435.95	453.92	455.33	451.16	-0.9%

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

HEALTH AND HUMAN SERVICES

FUNDS

Fund Name	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	% of Total
RESOURCES					
FND 190 Health and Human Services	73,343,239	77,743,534	78,589,103	73,564,087	100.0%
TOTAL RESOURCES	73,343,239	77,743,534	78,589,103	73,564,087	100.0%
REQUIREMENTS					
FND 190 Health and Human Services	50,995,285	53,911,725	78,589,103	73,564,087	100.0%
TOTAL REQUIREMENTS	50,995,285	53,911,725	78,589,103	73,564,087	100.0%

PROGRAMS

	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Addiction Treatment Svcs	5,342,369	6,317,763	6,521,915	6,760,684	3.7%
Child and Youth MH Svcs	5,536,674	4,901,340	6,082,582	5,605,905	-7.8%
Adult Outpatient MH Svcs	9,234,907	5,444,049	6,183,870	9,460,551	53.0%
Acute Forensic Diversion Svcs	7,381,022	7,076,450	7,158,516	7,484,643	4.6%
Intensive Svcs and Supports	0	10,141,058	11,710,504	8,894,972	-24.0%
Developmental Disabilities	7,235,702	9,558,764	8,700,052	9,237,655	6.2%
Residential and Support Svcs	0	4,865,214	4,944,245	5,446,786	10.2%
Communicable Disease Control	2,452,107	1,487,205	1,873,124	1,955,517	4.4%
Prevention and Hlth Promotion	1,214,820	969,080	1,032,194	1,007,221	-2.4%
Emergency Preparedness	167,581	213,756	383,015	315,628	-17.6%
Environmental Health Svcs	1,302,953	1,039,946	1,012,851	1,143,016	12.9%
Maternal Child Health Svcs	2,298,613	3,081,635	3,451,955	3,290,899	-4.7%
Clinical Preventive Svcs	0	1,750,400	2,234,938	2,041,394	-8.7%
Vital Records	0	398,016	370,000	400,000	8.1%
HE Administrative Services	19,594,896	20,498,858	16,929,342	10,519,216	-37.9%
CAPS	10,148,099	0	0	0	n.a.
WIC Services	1,433,496	0	0	0	n.a.
TOTAL RESOURCES	73,343,239	77,743,534	78,589,103	73,564,087	-6.4%
REQUIREMENTS					
Addiction Treatment Svcs	4,623,831	5,248,240	6,521,915	6,760,684	3.7%
Child and Youth MH Svcs	5,161,979	4,684,237	6,082,582	5,605,905	-7.8%
Adult Outpatient MH Svcs	8,750,227	5,153,914	6,183,870	9,460,551	53.0%
Acute Forensic Diversion Svcs	5,126,464	5,714,104	7,158,516	7,484,643	4.6%
Intensive Svcs and Supports	0	9,781,027	11,710,504	8,894,972	-24.0%
Developmental Disabilities	7,248,968	7,329,602	8,700,052	9,237,655	6.2%
Residential and Support Svcs	0	4,067,924	4,944,245	5,446,786	10.2%
Communicable Disease Control	2,441,408	1,479,975	1,873,124	1,955,517	4.4%
Prevention and Hlth Promotion	1,163,627	555,967	1,032,194	1,007,221	-2.4%
Emergency Preparedness	167,581	213,756	383,015	315,628	-17.6%
Environmental Health Svcs	1,236,687	961,809	1,012,851	1,143,016	12.9%
Maternal Child Health Svcs	2,005,158	2,888,879	3,451,955	3,290,899	-4.7%
Clinical Preventive Svcs	0	1,747,886	2,234,938	2,041,394	-8.7%
Vital Records	0	314,066	370,000	400,000	8.1%
HE Administrative Services	3,169,068	3,770,341	16,929,342	10,519,216	-37.9%
CAPS	8,466,701	0	0	0	n.a.
WIC Services	1,433,585	0	0	0	n.a.
TOTAL REQUIREMENTS	50,995,285	53,911,725	78,589,103	73,564,087	-6.4%

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

HEALTH AND HUMAN SERVICES

Addiction Treatment Svcs Program

- Provides medication-assisted treatment services including methadone and Suboxone.
- Provides adult alcohol and drug intensive treatment recovery services.
- Provides six-month intensive adolescent outpatient program.
- Provides adolescent alcohol and drug counseling and treatment services.
- Coordinates health-related issues with the Juvenile Drug Court.
- Operates a day treatment program for women (Her Place).
- Provides driving under the influence of intoxicants (DUII) education and preventative services.
- Provides alcohol and drug treatment services in connection with the Student Opportunity for Achieving Results (SOAR) project.
- Coordinates Law Enforcement Assisted Diversion (LEAD) project for Marion County.

Program Summary

Health and Human Services

Program: Addiction Treatment Svcs

	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Intergovernmental Federal	650,077	795,486	344,962	311,081	-9.8%
Intergovernmental State	1,205,492	1,835,900	1,787,912	1,632,864	-8.7%
Intergovernmental Local	251,297	144,480	39,000	0	-100.0%
Charges for Services	2,902,655	3,469,025	3,754,727	3,711,415	-1.2%
Other Revenues	542	6,698	3,400	7,500	120.6%
General Fund Transfers	0	0	64,908	183,892	183.3%
Net Working Capital	332,306	66,174	527,006	913,932	73.4%
TOTAL RESOURCES	5,342,369	6,317,763	6,521,915	6,760,684	3.7%
REQUIREMENTS					
Personnel Services	2,945,654	3,316,674	3,926,392	4,219,994	7.5%
Materials and Services	677,304	1,008,744	1,071,928	1,104,312	3.0%
Administrative Charges	1,000,873	918,533	923,288	1,168,895	26.6%
Capital Outlay	0	4,289	0	0	n.a.
Transfers Out	0	0	143,641	0	-100.0%
Contingency	0	0	456,666	267,483	-41.4%
TOTAL REQUIREMENTS	4,623,831	5,248,240	6,521,915	6,760,684	3.7%
FTE	49.55	49.55	51.65	48.55	-6.0%

FTE By Position Title By Program

Program: Addiction Treatment Svcs	
Position Title	FTE
Behavioral Health Aide	2.40
Behavioral Health Nurse 1	1.60
Behavioral Health Nurse 2	1.00
Clinical Supervisor 1	1.00
Clinical Supervisor 2	2.15
Department Specialist 2	3.00

MARION COUNTY FY 2019-20 BUDGET
BY DEPARTMENT
HEALTH AND HUMAN SERVICES

Program: Addiction Treatment Svcs	
Position Title	FTE
Department Specialist 2 (Bilingual)	1.00
Department Specialist 3	1.00
Drug Treatment Assoc 1	16.00
Drug Treatment Assoc 1 (Bilingual)	3.00
Drug Treatment Assoc 2	1.00
Drug Treatment Case Manager	10.00
Drug Treatment Case Manager (LEAD)	2.00
Health Program Manager	0.40
Health Program Supervisor	1.00
LPN	1.00
Mental Health Spec 2	1.00
Program Addiction Treatment Svcs FTE Total:	48.55

- In addition to the above there are 0.40 FTE temporary paid staff.
- The FY 19-20 FTE includes 2.00 General Fund positions.

FTE Changes

Overall FTE for the Addiction Treatment Services Program is anticipated to decrease in FY 19-20 due to two programs coming to an end. Staff associated with the integrated services partnership with a community provider in Mt Angel will end in FY 18-19. In addition, FY 18-19 will mark the end of funding for Access To Recovery, a program that provides services to people in recovery from alcohol and other drug use. These services include traditional clinical treatment, as well as non-traditional recovery supports.

Addiction Treatment Svcs Program Budget Justification

RESOURCES

The reduction to Intergovernmental Local funding reflects Medicaid funding that will no longer be received due to the completion of a program partnership to provide integrated addiction and behavioral health services to individuals and families located in a complex managed by a community partner. The increased General Fund transfer reflects year two costs associated with a decision package awarded in FY 18-19 to fund two Law Enforcement Assisted Diversion (LEAD) peer navigators. These positions provide coordination of the project and interface with Marion County Sheriff's Office as well as community partners. The increase in Net Working Capital is required to maintain the necessary service level with increasing operational costs.

REQUIREMENTS

Requirements for the Addiction Treatment Services Program are expected to remain relatively unchanged in FY 19-20. The decrease in Transfers Out and Contingency is due to costs associated with the renovation of Her Place, a residential facility owned and operated by Marion County. Work was completed during FY 18-19 and funds set aside for the project are no longer needed in FY 19-20.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

HEALTH AND HUMAN SERVICES

Child and Youth MH Svcs Program

- Provides early childhood mental health assessments and services.
- Provides mental health counseling, outpatient treatment and case management services.
- Provides parenting education services.
- Provides group and family counseling.
- Provides parent and child interactive therapy (PCIT) services.
- Provides psychiatric evaluation and medication management, and coordinates inpatient psychiatric services.
- Provides outreach to the Hispanic community to gain access to an underserved population in Marion County.
- Provides youth and family crisis services including the community crisis outreach team.
- Provides school based mental health services.

Program Summary

Health and Human Services

Program: Child and Youth MH Svcs

	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Intergovernmental Federal	122,845	431,044	181,044	180,156	-0.5%
Intergovernmental State	692,064	275,781	291,901	375,439	28.6%
Intergovernmental Local	3,727,502	3,124,363	3,030,205	2,980,000	-1.7%
Charges for Services	217,294	174,744	170,450	218,070	27.9%
Other Revenues	1,850	0	0	0	n.a.
General Fund Transfers	0	435,356	472,319	496,982	5.2%
Net Working Capital	775,119	460,052	1,936,663	1,355,258	-30.0%
TOTAL RESOURCES	5,536,674	4,901,340	6,082,582	5,605,905	-7.8%
REQUIREMENTS					
Personnel Services	3,698,552	3,464,877	4,197,490	3,857,218	-8.1%
Materials and Services	647,253	405,712	766,734	515,983	-32.7%
Administrative Charges	816,174	784,328	958,244	1,082,704	13.0%
Capital Outlay	0	21,405	0	0	n.a.
Transfers Out	0	7,915	8,751	0	-100.0%
Contingency	0	0	151,363	150,000	-0.9%
TOTAL REQUIREMENTS	5,161,979	4,684,237	6,082,582	5,605,905	-7.8%
FTE	42.55	44.35	46.70	38.55	-17.5%

FTE By Position Title By Program

Program: Child and Youth MH Svcs	
Position Title	FTE
Care Coordinator	0.20
Clinical Supervisor 1	1.00
Clinical Supervisor 2	1.05
Department Specialist 1 (Bilingual)	0.15
Department Specialist 2	1.25
Department Specialist 2 (Bilingual)	2.00

MARION COUNTY FY 2019-20 BUDGET
BY DEPARTMENT
HEALTH AND HUMAN SERVICES

Program: Child and Youth MH Svcs	
Position Title	FTE
Department Specialist 3	1.10
Department Specialist 3 (Bilingual)	0.70
Health Program Manager	0.55
Health Program Supervisor	0.30
Management Analyst 1	0.25
Mental Health Assoc	2.00
Mental Health Assoc (Bilingual)	3.50
Mental Health Spec 1	1.00
Mental Health Spec 1 (Bilingual)	1.00
Mental Health Spec 2	14.50
Mental Health Spec 2 (Bilingual)	8.00
Program Child and Youth MH Svcs FTE Total:	38.55

- In addition to the above there are 1.00 FTE temporary paid staff.
- The FY 19-20 FTE includes 5.00 General Fund positions.

FTE Changes

The reduction in FTE for this program reflects significant changes to the staffing model for youth and family crisis services, reducing weekend coverage due to lower than anticipated demand for services. Other vacant positions have been eliminated due to lack of available funding.

Child and Youth MH Svcs Program Budget Justification

RESOURCES

The increase in Intergovernmental State funding for the Child and Youth MH Services Program reflects a new grant award for parent-child interactive therapy (PCIT). During FY 18-19, a significant allocation of Net Working Capital was required to operate the youth and family crisis team, based on some restructuring of staffing levels and service delivery the amount of Net Working Capital required has been reduced for FY 19-20.

REQUIREMENTS

Personnel Services for the Child and Youth MH Services Program are decreasing due to the reduced FTE in the program, this is primarily attributed to the staffing model for crisis services in addition to the elimination of vacant positions due to lack of funding available. Materials and Services for this program are decreasing due to reduced rent and occupancy costs for the program. The Child and Youth MH Services Program moved out of the Lancaster building, which was vacated in 2019, to a less expensive facility in our Beverly Avenue complex.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

HEALTH AND HUMAN SERVICES

Adult Outpatient MH Svcs Program

- Provides mental health counseling, including group and family counseling, medication management, and case management services.
- Provides consumer-focused social and vocational supports, supported employment, and skills training services.
- Provides pre-admission screening and resident review evaluations for nursing home clients.
- Manages enhanced care and enhanced care outreach services for clients discharged from the Oregon State Hospital.
- Manages the CHOICE model program to provide wraparound supports to adults.
- Provides mental health services for Psychiatric Security Review Board clients.
- Provides coordination of the aging mental health population for the Marion/Polk region.
- Provides intensive care coordination services for adults.

Program Summary

Health and Human Services

Program: Adult Outpatient MH Svcs

	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Intergovernmental State	4,104,418	1,465,974	1,506,434	2,163,462	43.6%
Intergovernmental Local	3,231,415	2,699,247	2,765,291	3,845,552	39.1%
Charges for Services	1,285,074	1,021,092	1,111,750	1,168,100	5.1%
Other Revenues	1	0	0	0	n.a.
Net Working Capital	613,999	257,737	800,395	2,283,437	185.3%
TOTAL RESOURCES	9,234,907	5,444,050	6,183,870	9,460,551	53.0%
REQUIREMENTS					
Personnel Services	4,567,899	3,158,538	3,600,959	5,320,109	47.7%
Materials and Services	2,945,988	1,102,484	1,069,251	2,326,640	117.6%
Administrative Charges	1,236,340	892,891	965,109	1,360,578	41.0%
Contingency	0	0	548,551	453,224	-17.4%
TOTAL REQUIREMENTS	8,750,227	5,153,914	6,183,870	9,460,551	53.0%
FTE	60.61	37.16	37.21	55.11	48.1%

FTE By Position Title By Program

Program: Adult Outpatient MH Svcs	
Position Title	FTE
Behavioral Health Nurse 1	2.00
Clinical Supervisor 1	0.40
Clinical Supervisor 2	2.30
Department Specialist 2	3.45
Department Specialist 2 (Bilingual)	1.00
Department Specialist 3	1.85
Health Program Manager	0.50
Health Program Supervisor	0.90
Health Resources Coordinator	1.00

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

HEALTH AND HUMAN SERVICES

Program: Adult Outpatient MH Svcs	
Position Title	FTE
Mental Health Assoc	21.03
Mental Health Assoc (Bilingual)	0.50
Mental Health Spec 1	1.00
Mental Health Spec 2	13.98
Mental Health Spec 3	3.00
Peer Support Specialist	2.20
Program Adult Outpatient MH Svcs FTE Total:	55.11

- In addition to the above there are 1.10 FTE temporary paid staff.

FTE Changes

The increase in FTE is due to the transfer of FTE from the Intensive Services and Supports Program to provide adult intensive care coordination and wraparound services. These services had previously been linked to the high fidelity services offered in the Intensive Services and Supports Program, however, services have been realigned and fully integrated into our adult service array offered at our new Silverton Road campus. In addition, FY 19-20 includes an expansion in nurse staffing in order to meet demands for access to medical services from the adult behavioral health population.

Adult Outpatient MH Svcs Program Budget Justification

RESOURCES

The Adult Outpatient Mental Health Services Program has seen increased demands and capacity for adult outpatient services. The increase in Intergovernmental State revenue reflects a state contract for CHOICE model funding which is to provide adult wraparound services to individuals leaving the State Hospital or other institutions or residential settings to facilitate step down treatment into lower levels of care. The increased estimate for Intergovernmental Local reflects Medicaid billing increases associated with the integration of adult intensive care coordination services that had previously been a standalone service offered in the Intensive Services and Supports Program. The integration of these specialized services into our Adult Outpatient MH Services Program will allow for improved care coordination and reduce duplicate services and treatment plans for individuals enrolled in both programs. The increase in Net Working Capital is due to rising operational costs to meet the demands for service in this program.

REQUIREMENTS

Overall requirements for the Adult Outpatient Mental Health Services Program are expected to increase due to the realignment of FTE and services associated with adult intensive care coordination and wraparound services that will be fully integrated into the adult outpatient services offered at the new Silverton Road adult services campus.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

HEALTH AND HUMAN SERVICES

Acute Forensic Diversion Svcs Program

- Provides jail mental health services.
- Provides mental health court services and adult drug court services.
- Provides 24 hour, 7 days a week regional psychiatric crisis services.
- Provides crisis respite services.
- Provides psychiatric evaluation and coordinates hospital admission.
- Provides diversion services.
- Provides mental health transitional services.
- Operates community outreach response and mobile crisis response teams to work closely with law enforcement.
- Coordinates and authorizes acute inpatient services.

Program Summary

Health and Human Services

Program: Acute Forensic Diversion Svcs

	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Intergovernmental Federal	448,166	202,433	205,000	200,940	-2.0%
Intergovernmental State	3,279,343	3,731,597	3,818,999	3,733,090	-2.2%
Intergovernmental Local	2,572,825	2,153,182	1,387,241	1,564,687	12.8%
Charges for Services	334,983	280,730	308,050	249,200	-19.1%
Admin Cost Recovery	55,801	94,300	70,000	84,000	20.0%
Other Revenues	0	(4)	0	0	n.a.
General Fund Transfers	689,903	296,738	291,057	291,057	0.0%
Net Working Capital	0	317,474	1,078,169	1,361,669	26.3%
TOTAL RESOURCES	7,381,022	7,076,450	7,158,516	7,484,643	4.6%
REQUIREMENTS					
Personnel Services	3,189,503	3,417,374	3,965,929	4,458,205	12.4%
Materials and Services	1,056,098	1,515,750	1,556,743	1,556,901	0.0%
Administrative Charges	725,151	780,979	894,593	1,163,736	30.1%
Capital Outlay	112,165	0	0	0	n.a.
Transfers Out	43,547	0	0	25,000	n.a.
Contingency	0	0	741,251	280,801	-62.1%
TOTAL REQUIREMENTS	5,126,464	5,714,104	7,158,516	7,484,643	4.6%
FTE	39.67	40.80	43.25	43.35	0.2%

FTE By Position Title By Program

Program: Acute Forensic Diversion Svcs	
Position Title	FTE
Behavioral Health Aide	1.00
Clinical Supervisor 1	1.10
Clinical Supervisor 2	2.00
Department Specialist 2	0.40
Department Specialist 3	3.10

MARION COUNTY FY 2019-20 BUDGET
BY DEPARTMENT
HEALTH AND HUMAN SERVICES

Program: Acute Forensic Diversion Svcs	
Position Title	FTE
Drug Treatment Assoc 2	1.00
Health Program Manager	1.00
Mental Health Assoc	8.50
Mental Health Assoc (Bilingual)	1.00
Mental Health Spec 2	20.25
Mental Health Spec 2 (Bilingual)	2.00
Peer Support Specialist	2.00
Program Acute Forensic Diversion Svcs FTE Total:	43.35

- In addition to the above there are 6.00 FTE temporary paid staff.
- The FY 19-20 FTE includes 2.83 General Fund positions.

FTE Changes

There are no significant FTE changes in this program.

Acute Forensic Diversion Svcs Program Budget Justification

RESOURCES

The increase in Intergovernmental Local is due to a change in the way that crisis services are reimbursed for Medicaid services. In prior years the Psychiatric Crisis Center (PCC) was allocated a fixed amount based on the overall anticipated utilization by the Medicaid population. The current projection is based on billable claims. The increase in Charges for Services is due to the FY 17-18 estimate being too low based on the volume of services currently being provided. The increase in Admin Cost Recovery reflects billable hours of PCC crisis associates to other programs within Health and Human Services. Due to the expansion of staffing with our youth and family crisis team, they will utilize less of the PCC crisis staff for coverage. The increase in Net Working Capital is needed to cover operational requirements.

REQUIREMENTS

Overall requirements for the Acute, Forensic and Diversion Services Program are expected to remain relatively unchanged. The Transfer Out reflects a transfer to the Fleet Management Fund in order purchase an additional vehicle for PCC.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

HEALTH AND HUMAN SERVICES

Intensive Svcs and Supports Program

- Manages the Early Assessment and Support Alliance (EASA).
- Provides Assertive Community Treatment (ACT) services.
- Provides MV-WRAP high fidelity wraparound services.
- Provides Child and Adolescent Needs and Strengths (CANS) assessments for Oregon Department of Human Services Foster Care and Child Welfare.
- Coordinates access to mental health assessments and system of care support for youth in detention at the Juvenile Department.
- Manages inpatient psychiatric services and discharge planning.
- Coordinates housing for recipients of mental health care services and individuals discharged from the Oregon State Hospital.
- Provides emergency department diversion services.
- Provides peer delivered mental health services.
- Monitors purchased alcohol and drug outpatient, residential, and detoxification services, and gambling prevention and contracted treatment services.
- Provides intensive care coordination services for children.

Program Summary

Health and Human Services

Program: Intensive Svcs and Supports

	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Intergovernmental Federal	0	185,934	205,934	185,934	-9.7%
Intergovernmental State	0	1,594,638	1,702,533	741,499	-56.4%
Intergovernmental Local	0	6,535,426	7,901,623	5,332,776	-32.5%
Charges for Services	0	181,406	178,718	122,750	-31.3%
Admin Cost Recovery	0	0	0	90,000	n.a.
Other Revenues	0	(22)	0	0	n.a.
General Fund Transfers	0	120,805	151,630	126,967	-16.3%
Net Working Capital	0	1,522,870	1,570,066	2,295,046	46.2%
TOTAL RESOURCES	0	10,141,058	11,710,504	8,894,972	-24.0%
REQUIREMENTS					
Personnel Services	0	6,393,185	7,514,721	5,837,894	-22.3%
Materials and Services	0	1,676,520	2,005,157	1,252,240	-37.5%
Administrative Charges	0	1,713,602	1,787,163	1,588,964	-11.1%
Capital Outlay	0	(2,280)	0	0	n.a.
Contingency	0	0	403,463	215,874	-46.5%
TOTAL REQUIREMENTS	0	9,781,027	11,710,504	8,894,972	-24.0%
FTE	0.00	86.33	79.65	61.85	-22.4%

FTE By Position Title By Program

Program: Intensive Svcs and Supports	
Position Title	FTE
Behavioral Health Nurse 1	0.80

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

HEALTH AND HUMAN SERVICES

Program: Intensive Svcs and Supports	
Position Title	FTE
Care Coordinator	12.80
Care Coordinator (Bilingual)	3.00
Clinical Supervisor 1	1.40
Clinical Supervisor 2	3.40
Department Specialist 1 (Bilingual)	0.85
Department Specialist 2	4.60
Department Specialist 3	1.75
Department Specialist 3 (Bilingual)	0.30
Drug Treatment Case Manager	1.00
Health Program Manager	0.55
Health Program Supervisor	0.80
Management Analyst 1	0.60
Mental Health Assoc	8.00
Mental Health Assoc (Bilingual)	2.00
Mental Health Assoc (Job Share/Bilingual)	1.00
Mental Health Spec 2	7.00
Mental Health Spec 2 (Bilingual)	1.00
Occupational Therapy Specialist	0.60
Peer Support Specialist	8.40
Peer Support Specialist (Bilingual)	1.00
Program Coordinator 1	1.00
Program Intensive Svcs and Supports FTE Total:	61.85

- In addition to the above there are 1.00 FTE temporary paid staff.
- The FY 19-20 FTE includes 1.00 General Fund position.

FTE Changes

The reduction in FTE is due to the transfer of FTE to the Adult Outpatient MH Services Program to provide adult intensive care coordination and wraparound services. These services had previously been linked to the high fidelity services offered in the Intensive Services and Supports Program, however, services have been realigned and fully integrated into our adult service array offered at our new Silverton Road campus.

Intensive Svcs and Supports Program Budget Justification

RESOURCES

The Intensive Services and Supports Program will have significantly reduced resources in FY 19-20. Due to a shift in program alignment, the staff, resources and requirements associated with adult intensive care coordination and wraparound services have been transferred to the Adult Outpatient MH Services Program. This will allow improved synergies with the adult outpatient system and provide a better customer experience, improve treatment outcomes and reduce overall costs. The increase in Net Working Capital is required to meet operational requirements which declining resources to serve this high needs population.

REQUIREMENTS

Requirements for the Intensive Services and Supports Program are declining due to the reduction in FTE and associated occupancy costs based on the reduction in program size. These reductions are due to a combination of declining program resources as well as fully integrated specialized adult services into our Adult Outpatient MH Services Program. This will allow for improved care coordination and service integration and reduce duplicate services and treatment plans for individuals enrolled in both programs.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

HEALTH AND HUMAN SERVICES

Developmental Disabilities Program

- Provides and purchases services for adults and children with developmental disabilities.
- Monitors individual support plan services.
- Provides adult abuse investigation services.
- Provides fiscal and service monitoring of contracted providers.
- Manages regional coordination efforts.
- Administers family support services for children.

Program Summary

Health and Human Services

Program: Developmental Disabilities

	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Intergovernmental State	6,533,708	9,494,126	8,271,486	8,536,904	3.2%
Charges for Services	1,062	37	550	500	-9.1%
Other Revenues	150	552	600	500	-16.7%
General Fund Transfers	72,383	64,049	72,383	65,000	-10.2%
Net Working Capital	628,399	0	355,033	634,751	78.8%
TOTAL RESOURCES	7,235,702	9,558,764	8,700,052	9,237,655	6.2%
REQUIREMENTS					
Personnel Services	5,387,634	5,352,026	6,226,974	6,650,978	6.8%
Materials and Services	804,858	927,770	837,023	578,614	-30.9%
Administrative Charges	1,056,475	1,049,806	1,436,055	1,808,063	25.9%
Contingency	0	0	200,000	200,000	0.0%
TOTAL REQUIREMENTS	7,248,967	7,329,602	8,700,052	9,237,655	6.2%
FTE	68.55	68.32	68.40	68.30	-0.1%

FTE By Position Title By Program

Program: Developmental Disabilities	
Position Title	FTE
Accounting Clerk	1.00
Accounting Specialist	1.00
Accounting Specialist (Bilingual)	1.00
Adult Abuse Investigator	3.50
Clinical Supervisor 2	4.00
Department Specialist 1 (Bilingual)	1.00
Department Specialist 2	2.90
Department Specialist 3	3.00
Developmental Disabilities Assoc 2	35.00
Developmental Disabilities Assoc 2 (Bilingual)	7.00
Developmental Disabilities Specialist 1	3.00
Developmental Disabilities Specialist 2	1.00
Health Program Manager	1.00
Management Analyst 1	3.00

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

HEALTH AND HUMAN SERVICES

Program: Developmental Disabilities	
Position Title	FTE
Mental Health Spec 2	0.50
Occupational Therapy Specialist	0.40
Program Developmental Disabilities FTE Total:	68.30

- In addition to the above there are 1.00 FTE temporary paid staff.

FTE Changes

There are no significant FTE changes in this program.

Developmental Disabilities Program Budget Justification

RESOURCES

The funding formula for the Developmental Disabilities (DD) Program was established in FY 17-18 and is expected to continue in FY 19-20. The new formula resulted in significant increases in funding for this program based on the overall growth in population being served in Marion County. The decrease in General Fund Transfers is due to a revised estimate required for the DD case management local match. The increase in Net Working Capital is due to rising program costs and relatively flat funding expected in FY 19-20.

REQUIREMENTS

The decrease in Materials and Services reflects the change in location for the program. The DD program had previously paid leases costs at the Lancaster office. That office was vacated during 2019 and the DD program was relocated to the Center St Health and Human Services building. Occupancy costs associated with the Center St Health and Human Services building have resulted in an increase to Administrative Charges for FY 19-20.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

HEALTH AND HUMAN SERVICES

Residential and Support Svcs Program

- Oversees residential placement and licensure.
- Provides adult abuse investigation services.
- Manages and coordinates residential services.
- Manages housing rental assistance program for youth and adults.
- Coordinates supportive housing, structured housing, and foster care services.
- Provides support to the Veteran's Court and Mental Health Court.

Program Summary

Health and Human Services

Program: Residential and Support Svcs

	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Intergovernmental Federal	0	224,135	155,925	150,909	-3.2%
Intergovernmental State	0	4,308,416	4,083,603	4,431,956	8.5%
Intergovernmental Local	0	96,973	77,522	173,000	123.2%
Charges for Services	0	209,153	319,701	324,008	1.3%
Net Working Capital	0	26,536	307,494	366,913	19.3%
TOTAL RESOURCES	0	4,865,214	4,944,245	5,446,786	10.2%
REQUIREMENTS					
Personnel Services	0	951,290	1,453,766	1,564,547	7.6%
Materials and Services	0	2,895,850	3,186,979	3,421,521	7.4%
Administrative Charges	0	220,783	246,389	415,568	68.7%
Contingency	0	0	57,111	45,150	-20.9%
TOTAL REQUIREMENTS	0	4,067,923	4,944,245	5,446,786	10.2%
FTE	0.00	11.20	16.60	16.85	1.5%

FTE By Position Title By Program

Program: Residential and Support Svcs	
Position Title	FTE
Adult Abuse Investigator	0.50
Behavioral Health Aide	1.60
Care Coordinator	1.00
Clinical Supervisor 1	1.10
Clinical Supervisor 2	0.10
Department Specialist 2	0.40
Department Specialist 3	0.20
Drug Treatment Assoc 1	1.00
Management Analyst 1	0.15
Mental Health Assoc	9.80
Peer Support Specialist	1.00
Program Residential and Support Svcs FTE Total:	16.85

- In addition to the above there are 1.00 FTE temporary paid staff.

MARION COUNTY FY 2019-20 BUDGET
BY DEPARTMENT
HEALTH AND HUMAN SERVICES

FTE Changes

There are no significant FTE changes in this program.

Residential and Support Svcs Program Budget Justification

RESOURCES

The increase in Intergovernmental State reflects the proposed additional of a ninth bed in our Horizon House facility. The increased capacity would result in increased revenue to cover the cost of the required staffing model for the residential facility. The increase in Intergovernmental Local is due to increased billing for Medicaid services provided by our rental assistance and youth rental assistance programs. The increase in Net Working Capital reflects funding required to cover the increasing operational costs of Horizon House as well as mandated services such as adult abuse investigation services which are not billable or otherwise funded.

REQUIREMENTS

Overall requirements for the Residential and Support Services Program are increasing primarily due to the relocation of the program to our Silverton Road campus. The additional lease and other occupancy costs have resulted in an increase to Materials and Services as well as a decrease to Contingency funds available for FY 19-20.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

HEALTH AND HUMAN SERVICES

Communicable Disease Control Program

- Provides TB screening and case management services.
- Investigation of disease outbreaks and reportable disease cases.
- Conducts disease prevention education.
- Dispenses and distributes mass medication in a public health emergency.

Program Summary

Health and Human Services

Program: Communicable Disease Control

	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Intergovernmental Federal	84,829	4,598	5,845	0	-100.0%
Intergovernmental State	510,349	509,841	710,188	819,197	15.3%
Charges for Services	144,379	30,412	18,650	6,000	-67.8%
Other Revenues	979	0	0	0	n.a.
General Fund Transfers	1,684,706	940,894	942,556	942,556	0.0%
Net Working Capital	26,865	1,460	195,885	187,764	-4.1%
TOTAL RESOURCES	2,452,107	1,487,205	1,873,124	1,955,517	4.4%
REQUIREMENTS					
Personnel Services	1,758,124	1,127,161	1,195,729	1,224,057	2.4%
Materials and Services	179,853	96,953	254,491	244,712	-3.8%
Administrative Charges	503,430	255,861	278,792	355,513	27.5%
Contingency	0	0	144,112	131,235	-8.9%
TOTAL REQUIREMENTS	2,441,408	1,479,975	1,873,124	1,955,517	4.4%
FTE	22.96	12.26	11.35	11.68	2.9%

FTE By Position Title By Program

Program: Communicable Disease Control	
Position Title	FTE
Department Specialist 2 (Bilingual)	0.91
Department Specialist 3	0.45
Department Specialist 3 (Bilingual)	0.55
Departmental Division Director	0.01
Epidemiologist	1.32
Epidemiologist (Bilingual)	1.00
Health Educator 2	1.00
Health Educator 3	0.44
Public Health Nurse 2	2.10
Public Health Nurse 3	1.00
Public Health Nurse 3 (Bilingual)	0.15
Public Health Nurse Pgm Manager	0.95
Public Health Worker 3 (Bilingual)	1.80
Program Communicable Disease Control FTE Total:	11.68

- In addition to the above there are 0.20 FTE temporary General Fund paid staff.

MARION COUNTY FY 2019-20 BUDGET
BY DEPARTMENT
HEALTH AND HUMAN SERVICES

- The FY 19-20 FTE includes 7.19 General Fund positions.

FTE Changes

There are no significant FTE changes in this program.

Communicable Disease Control Program Budget Justification

RESOURCES

The decrease in Intergovernmental Federal funding is due to the funding mix for TB services, the blend of funding received from Oregon Health Authority is anticipated to not include a mix of federal funds. The increase in Intergovernmental State funding reflects an increase in funding for public health modernization efforts. The reduced estimate for Charges for Services reflects current year billing patterns that are expected to continue in FY 19-20.

REQUIREMENTS

Requirements for the Communicable Disease Control Program are expected to remain relatively unchanged in FY 19-20.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

HEALTH AND HUMAN SERVICES

Prevention and Hlth Promotion Program

- Provides alcohol and drug prevention services.
- Provides gambling prevention services.
- Manages the tobacco prevention and education program.
- Assists communities in implementing healthy communities policies that sustain environmental and system changes that address major community high-risk health problems.
- Assists with parenting education using the strengthening families program.
- Coordinates youth suicide prevention programs.
- Provides mental health promotion and prevention services.
- Prevention services consist of a wide variety of services that take place throughout the Health and Human Services Department; only parts of some programs are directly budgeted within the prevention and rural services program.
- Coordinates the community health improvement plan for Marion County.

Program Summary

Health and Human Services

Program: Prevention and Hlth Promotion

	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Intergovernmental Federal	156,325	179,833	156,057	179,375	14.9%
Intergovernmental State	476,125	700,920	650,175	431,857	-33.6%
Other Revenues	83,333	88,327	0	0	n.a.
General Fund Transfers	151,157	0	0	0	n.a.
Net Working Capital	347,880	0	225,962	395,989	75.2%
TOTAL RESOURCES	1,214,820	969,080	1,032,194	1,007,221	-2.4%
REQUIREMENTS					
Personnel Services	585,725	391,119	633,128	682,553	7.8%
Materials and Services	449,883	82,487	112,695	140,807	24.9%
Administrative Charges	128,020	82,360	114,738	111,861	-2.5%
Contingency	0	0	171,633	72,000	-58.1%
TOTAL REQUIREMENTS	1,163,627	555,967	1,032,194	1,007,221	-2.4%
FTE	8.40	6.60	6.55	6.60	0.8%

FTE By Position Title By Program

Program: Prevention and Hlth Promotion	
Position Title	FTE
Health Educator 2	2.60
Health Educator 3	3.00
Public Health Pgm Supervisor	1.00
Program Prevention and Hlth Promotion FTE Total:	6.60

FTE Changes

There are no significant FTE changes in this program.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

HEALTH AND HUMAN SERVICES

Prevention and Hlth Promotion Program Budget Justification

RESOURCES

Overall funding for the Prevention and Health Promotion Program is expected to remain largely unchanged in FY 19-20. The decrease in Intergovernmental State reflects additional tax revenue that was anticipated in FY 18-19 but will no longer be available to the program. This has resulted in an increased need for Net Working Capital to meet the operational needs of the program.

REQUIREMENTS

Materials and Services requirements for the Prevention and Health Promotion Program are increasing due to the relocation of the program from the Woodburn office to our Silverton Road campus. The additional lease costs have resulted in an increase to Materials and Services as well as a decrease to Contingency funds available for FY 19-20.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

HEALTH AND HUMAN SERVICES

Emergency Preparedness Program

- Plans and coordinates Public Health related Emergency Preparedness.
- Develop Health and Human Services emergency response and continuity of operations plans.

Program Summary

Health and Human Services

Program: Emergency Preparedness

	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Intergovernmental Federal	143,827	146,599	156,934	156,934	0.0%
General Fund Transfers	16,022	51,021	48,000	48,000	0.0%
Net Working Capital	7,732	16,136	178,081	110,694	-37.8%
TOTAL RESOURCES	167,581	213,756	383,015	315,628	-17.6%
REQUIREMENTS					
Personnel Services	137,482	120,995	307,588	224,780	-26.9%
Materials and Services	11,444	55,589	16,667	17,061	2.4%
Administrative Charges	18,655	30,524	58,760	73,787	25.6%
Capital Outlay	0	6,648	0	0	n.a.
TOTAL REQUIREMENTS	167,581	213,756	383,015	315,628	-17.6%
FTE	1.18	2.16	2.28	2.18	-4.4%

FTE By Position Title By Program

Program: Emergency Preparedness	
Position Title	FTE
Departmental Division Director	0.03
Health Educator 2	2.00
Public Health Nurse Pgm Manager	0.10
Public Health Pgm Supervisor	0.05
Program Emergency Preparedness FTE Total:	2.18

- The FY 19-20 FTE includes a 0.50 General Fund temporary position.

FTE Changes

There are no significant FTE changes in this program.

Emergency Preparedness Program Budget Justification

RESOURCES

Net Working Capital in the Emergency Preparedness Program is decreasing in FY 19-20 due to the elimination of a vacant position during FY 18-19. Other program resources are expected to be unchanged.

REQUIREMENTS

Requirements for the Emergency Preparedness Program are expected to decrease in FY 19-20. During FY 18-19, a vacant position was eliminated, however the costs associated with the position are included in Personnel Services. That position, along with the associated requirements, is not included in the FY 19-20 estimates.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

HEALTH AND HUMAN SERVICES

Environmental Health Svcs Program

- Inspects and licenses restaurants, schools and other food vendors.
- Investigates food and waterborne outbreaks to find causes and prevent further health problems.
- Conducts vector control and public education.
- Provides staffing to the Ambulance Services Area (ASA) committee.
- Provides online food handler training and issues food handler cards.
- Administers and enforces drinking water quality standards for public water systems.
- Conducts health inspections of recreational and tourist accommodations.

Program Summary

Health and Human Services

Program: Environmental Health Svcs

	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Intergovernmental Federal	95,021	85,522	118,882	118,881	0.0%
Intergovernmental State	25,360	28,758	0	0	n.a.
Charges for Services	1,112,669	866,957	768,652	890,456	15.8%
Other Revenues	(182)	(4)	0	0	n.a.
General Fund Transfers	41,732	58,713	54,139	54,139	0.0%
Net Working Capital	28,352	0	71,178	79,540	11.7%
TOTAL RESOURCES	1,302,953	1,039,946	1,012,851	1,143,016	12.9%
REQUIREMENTS					
Personnel Services	947,554	749,037	768,250	857,937	11.7%
Materials and Services	101,848	72,603	64,984	66,531	2.4%
Administrative Charges	187,286	140,169	159,617	198,548	24.4%
Contingency	0	0	20,000	20,000	0.0%
TOTAL REQUIREMENTS	1,236,687	961,809	1,012,851	1,143,016	12.9%
FTE	10.05	7.29	7.45	8.50	14.1%

FTE By Position Title By Program

Program: Environmental Health Svcs	
Position Title	FTE
Department Specialist 2 (Bilingual)	1.55
Environmental Health Specialist 2	3.00
Environmental Health Specialist 2 (Bilingual)	1.00
Environmental Health Specialist 3	2.00
Public Health Pgm Supervisor	0.95
Program Environmental Health Svcs FTE Total:	8.50

- The FY 19-20 FTE includes a 0.68 General Fund position.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

HEALTH AND HUMAN SERVICES

FTE Changes

FTE for this program is increasing due to the fact that the Environmental Health Program Supervisor is no longer charged to Vital Records. The management structure for the programs has changed and the Environmental Health Program Supervisor will no longer supervise the Vital Records Program. The District Attorney's office is no longer funding the 0.33 FTE for a Department Specialist to provide support functions to the Medical Examiners Office located at the Center Street Health and Services Building. That FTE has been added to the Environmental Health Services Program.

Environmental Health Svcs Program Budget Justification

RESOURCES

Charges for Services estimates have been increased based on a fee increase for restaurant, pool and spa inspections that took place in January 2019 and will also occur in January 2020. The Charges for Services estimate in FY 18-19 is too low and the increased revenue estimate for FY 19-20 reflects both the projected fee increase as well as an adjustment based on current year revenue projections.

REQUIREMENTS

Personnel Services and Administrative Charges for this program are increasing due to the increase in FTE. There are no other significant changes to requirements for the Environmental Health Services Program anticipated in FY 19-20.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

HEALTH AND HUMAN SERVICES

Maternal Child Health Svcs Program

- Provides public health nurse home visits to high risk infants.
- Provides neonatal monitoring and intervention for at risk children.
- Manages an early childhood program including home visiting nursing.
- Administers the food supplement program for women, infants and children (WIC).
- Provides health and nutrition information to the public.
- Provides breastfeeding and lactation experts to work with all new moms wanting to breastfeed.
- Provides peer counseling services.

Program Summary

Health and Human Services

Program: Maternal Child Health Svcs

	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Intergovernmental Federal	485,013	1,264,389	1,331,235	1,216,176	-8.6%
Intergovernmental State	68,621	76,100	110,147	91,535	-16.9%
Intergovernmental Local	62,400	36,400	0	0	n.a.
Charges for Services	813,737	674,480	695,100	665,000	-4.3%
Other Revenues	47,223	25,000	0	0	n.a.
General Fund Transfers	579,783	313,869	352,640	360,023	2.1%
Net Working Capital	241,836	691,396	962,833	958,165	-0.5%
TOTAL RESOURCES	2,298,613	3,081,635	3,451,955	3,290,899	-4.7%
REQUIREMENTS					
Personnel Services	1,215,200	2,050,400	2,296,290	2,146,522	-6.5%
Materials and Services	451,678	378,886	359,301	337,928	-5.9%
Administrative Charges	338,280	459,593	529,288	565,184	6.8%
Contingency	0	0	267,076	241,265	-9.7%
TOTAL REQUIREMENTS	2,005,158	2,888,879	3,451,955	3,290,899	-4.7%
FTE	16.66	25.43	21.01	21.87	4.1%

FTE By Position Title By Program

Program: Maternal Child Health Svcs	
Position Title	FTE
Department Specialist 3	0.62
Department Specialist 3 (Bilingual)	1.00
Epidemiologist	0.15
Health Educator 2	1.00
Health Educator 3	0.05
Nutrition Educator	2.00
Nutrition Specialist	1.00
Nutrition Specialist (Bilingual)	8.00
Nutritionist	1.60
Public Health Nurse 2	1.60
Public Health Nurse 2 (Bilingual)	1.00

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

HEALTH AND HUMAN SERVICES

Program: Maternal Child Health Svcs	
Position Title	FTE
Public Health Nurse 3	1.00
Public Health Nurse Pgm Manager	0.95
Public Health Worker 3 (Bilingual)	1.90
Program Maternal Child Health Svcs FTE Total:	21.87

- In addition to the above there are 0.50 FTE temporary paid staff.
- The FY 19-20 FTE includes 3.54 General Fund positions.

FTE Changes

The reduction in FTE is due to the loss of the WIC Breast Feeding Peer Counselor program which has resulted in the loss of two FTE. Other minor FTE changes are due to a reallocation of support staff that provides support across the entire Public Health Division.

There are no significant FTE changes in this program.

Maternal Child Health Svcs Program Budget Justification

RESOURCES

Resources for the Maternal Child Health Services Program are expected to decline due to the loss of the WIC Breast Feeding Peer Counselor program. This has resulted in a decrease of Intergovernmental Federal funding. There are no other significant changes anticipated for this program in FY 19-20.

REQUIREMENTS

Requirements for the Maternal Child Health Services Program are expected to remain relatively unchanged. The small declines in Personnel Services and Materials and Services are due to the loss of the WIC Breast Feeding Peer Counselor program and associated FTE in late April 2019.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

HEALTH AND HUMAN SERVICES

Clinical Preventive Svcs Program

- Detection of, treatment of, and counseling for sexually transmitted infections.
- Provides adult and child immunizations and vaccines.
- Enforcement of School Exclusion laws.
- Conducts immunization promotion and outreach activities.
- Provides HIV counseling, testing, outreach and prevention services.
- Provides reproductive health services.
- Provides pregnancy testing services.

Program Summary

Health and Human Services

Program: Clinical Preventive Svcs

	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Intergovernmental Federal	0	265,315	137,272	80,399	-41.4%
Intergovernmental State	0	162,693	441,351	359,481	-18.5%
Charges for Services	0	174,798	203,025	375,673	85.0%
Other Revenues	0	17,123	16,000	15,000	-6.3%
General Fund Transfers	0	776,085	883,629	883,629	0.0%
Net Working Capital	0	354,385	553,661	327,212	-40.9%
TOTAL RESOURCES	0	1,750,400	2,234,938	2,041,394	-8.7%
REQUIREMENTS					
Personnel Services	0	1,251,488	1,435,443	1,354,238	-5.7%
Materials and Services	0	206,371	257,623	236,058	-8.4%
Administrative Charges	0	290,027	377,722	367,828	-2.6%
Transfers Out	0	0	80,334	0	-100.0%
Contingency	0	0	83,816	83,270	-0.7%
TOTAL REQUIREMENTS	0	1,747,886	2,234,938	2,041,394	-8.7%
FTE	0.00	15.98	14.53	14.88	2.4%

FTE By Position Title By Program

Program: Clinical Preventive Svcs	
Position Title	FTE
Department Specialist 2	1.00
Department Specialist 2 (Bilingual)	1.09
Department Specialist 3	1.40
Department Specialist 3 (Bilingual)	1.45
Epidemiologist	0.40
Health Educator 3	1.04
Nurse Practitioner (Bilingual)	0.40
Program Coordinator 1 (Bilingual)	1.00
Public Health Nurse 2	1.95
Public Health Nurse 3 (Bilingual)	0.85
Public Health Nurse Pgm Manager	1.00

MARION COUNTY FY 2019-20 BUDGET
 BY DEPARTMENT
 HEALTH AND HUMAN SERVICES

Program: Clinical Preventive Svcs	
Position Title	FTE
Public Health Worker 1 (Bilingual)	2.00
Public Health Worker 3 (Bilingual)	1.30
Program Clinical Preventive Svcs FTE Total:	14.88

- The FY 19-20 FTE includes 7.59 General Fund positions.

FTE Changes

There are no significant FTE changes in this program.

Clinical Preventive Svcs Program Budget Justification

RESOURCES

The Clinical Preventive Services Program will see a significant change to the funding model. Intergovernmental Federal resources are declining for women’s health services. Those funds are to be awarded on a fee for service basis resulting in an increase in Charges for Services. The decrease in Intergovernmental State resources is due to one-time funding for the HIV community outreach grant for the purchase and modification of a mobile clinic van. The Net Working Capital for this program was increased in FY 18-19 due to the unanticipated funding model change for women’s health services; it was unclear how much of the funding could be recouped via a fee for service model. It is anticipated that less Net Working Capital will be needed based on current billing activity.

REQUIREMENTS

Requirements for the Clinical Preventive Services Program are declining primarily due to initial start up costs for the HIV community outreach grant, including a transfer to the County Fleet Program for the purchase of a mobile clinic van.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

HEALTH AND HUMAN SERVICES

Vital Records Program

- Issues birth and death certificates.

Program Summary

Health and Human Services	Program: Vital Records				
	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Charges for Services	0	398,016	370,000	400,000	8.1%
TOTAL RESOURCES	0	398,016	370,000	400,000	8.1%
REQUIREMENTS					
Personnel Services	0	255,290	259,344	185,293	-28.6%
Materials and Services	0	10,534	14,235	16,520	16.1%
Administrative Charges	0	48,242	57,876	62,981	8.8%
Contingency	0	0	38,545	135,206	250.8%
TOTAL REQUIREMENTS	0	314,066	370,000	400,000	8.1%
FTE	0.00	2.64	2.65	2.30	-13.2%

FTE By Position Title By Program

Program: Vital Records	
Position Title	FTE
Department Specialist 2 (Bilingual)	1.45
Department Specialist 3	0.45
Epidemiologist	0.13
Health Educator 3	0.27
Program Vital Records FTE Total:	2.30

FTE Changes

The reduction in FTE is due to a structural change in how this program is managed. The Environmental Health Program Supervisor had previously managed the Vital Records program as well, that is no longer the management structure for this program. The program is supervised by an Office Manager that is allocated as an administrative charge to this program.

Vital Records Program Budget Justification

RESOURCES

The increase in Charges for Services is based on FY 18-19 activity that is exceeding the original budget estimates. Birth and death certificates are the only source of revenue for this program.

REQUIREMENTS

Personnel Services is declining in FY 19-20 due to the fact that the Environmental Health Program Supervisor is not longer managing this program. That reduction in FTE has resulted in a significant reduction to overall Personnel Services requirements. Other program requirements are expected to be relatively unchanged. The increase in Contingency is due to the program expecting to generate more revenues than anticipated program expenditures.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

HEALTH AND HUMAN SERVICES

HE Administrative Services Program

- Provides leadership, strategic direction, planning, and policy development for the department.
- Conducts department wide quality assurance, utilization review, and quality and process improvements.
- Monitors the service levels of care, client populations, and demographics as well as system deficiencies.
- Monitors compliance requirements.
- Performs contract management.
- Provides medical billing, accounts receivable, accounts payable, payroll, human resources, and budget support services.
- Coordinates communication and public information efforts for the Department.
- Monitors and enforces HIPAA privacy and security rules and regulations.
- Administers department facilities support activities.
- Responsible for occupational and building safety activities.
- Serves as department liaison with Information Technology Department including maintaining electronic health record (Raintree).
- Manages the department fleet vehicles.
- Manages the department wide data analytics program.

Program Summary

Health and Human Services

Program: HE Administrative Services

	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Intergovernmental State	35,321	754,769	754,763	754,763	0.0%
Intergovernmental Local	0	(143,988)	0	0	n.a.
Charges for Services	393,612	422,048	408,109	387,577	-5.0%
Admin Cost Recovery	(55,801)	(94,300)	(70,000)	(174,000)	148.6%
Interest	190,082	253,738	305,050	330,100	8.2%
Other Revenues	0	(1)	0	0	n.a.
General Fund Transfers	415,486	672,860	462,037	462,037	0.0%
Net Working Capital	18,616,197	18,633,732	15,069,383	8,758,739	-41.9%
TOTAL RESOURCES	19,594,896	20,498,858	16,929,342	10,519,216	-37.9%
REQUIREMENTS					
Personnel Services	3,339,864	4,145,341	4,654,678	5,248,059	12.7%
Materials and Services	1,337,024	1,146,058	1,188,281	1,180,034	-0.7%
Administrative Charges	(2,182,623)	(2,338,264)	(2,635,170)	(3,674,521)	39.4%
Capital Outlay	306,541	442,900	698,204	0	-100.0%
Transfers Out	368,262	374,306	3,966,412	3,016,899	-23.9%
Contingency	0	0	1,449,857	1,400,387	-3.4%
Ending Fund Balance	0	0	7,607,080	3,348,358	-56.0%
TOTAL REQUIREMENTS	3,169,068	3,770,341	16,929,342	10,519,216	-37.9%
FTE	33.99	43.85	46.05	50.59	9.9%

MARION COUNTY FY 2019-20 BUDGET
BY DEPARTMENT
HEALTH AND HUMAN SERVICES

FTE By Position Title By Program

Program: HE Administrative Services	
Position Title	FTE
Accounting Specialist	2.00
Administrative Assistant	3.00
Administrative Services Manager	1.00
Administrative Services Manager Sr	1.00
Budget Analyst 2	1.00
Contracts Specialist Sr	2.00
Department Specialist 2	1.00
Department Specialist 2 (Bilingual)	4.00
Department Specialist 2 (Floater)	3.00
Department Specialist 3	0.08
Department Specialist 3 (Bilingual)	1.00
Department Specialist 4	1.00
Departmental Division Director	3.96
EHR Analyst	3.00
Health and Human Services Administrator	1.00
Health Educator 3	0.20
Management Analyst 1	7.00
Management Analyst 2	1.00
Medical Billing Specialist	3.00
Mental Health Spec 2	1.00
Office Manager	3.00
Office Manager Sr	3.00
Payroll Clerk	1.00
Program Coordinator 1	1.00
Program Coordinator 2	1.00
Public Health Nurse 2	0.35
Quality Improvement Facilitator	1.00
Program HE Administrative Services FTE Total:	50.59

- In addition to the above there are 2.00 FTE temporary paid staff.
- FY 19-20 FTE includes 2.80 General Fund positions.

FTE Changes

The increase in FTE includes the new positions to provide support to a new Electronic Health Record (3.0 FTE) as well as to enhance supports for key Department functions such as data analytics (1.0 FTE) and service utilization review (1.0 FTE).

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HEALTH AND HUMAN SERVICES

HE Administrative Services Program Budget Justification

RESOURCES

The decrease in Admin Cost Recovery reflects billable hours of behavioral health peer support specialists charged to internal programs within Health and Human Services. In order to avoid duplication of revenue the offsetting accounting entry is recorded in the Health Administrative Services Program. The other significant change to the funding available for this program is the reduction in Net Working Capital. This reflects increased Net Working Capital allocated to other Health and Human Services programs as well as a reflection of significant capital investments in recent years, including the construction and relocation of adult services to the Silverton Road campus.

REQUIREMENTS

Personal Services for the Health Administrative Services Program are increasing due to additional FTE to provide support to the new Electronic Health Record. Implementation of a new system is expected to occur during FY 19-20. The decrease in Transfers Out reflects a transfer to the Capital Improvement Projects Fund for the purchase and implementation of a new electronic health record system, the initial estimate budgeted in FY 18-19 has been revised based on new information and a market analysis that was performed during FY 18-19. The result of increasing program costs and significant investments in infrastructure such as a new Electronic Health Record is that less funding set aside in Ending Fund Balance for FY 19-20. Overall Contingency in this program is over the 10% threshold in order to have funding flexibility for large scale projects such as the implementation of a new electronic health record and overall funding uncertainty when the state awards Coordinated Care Organization (CCO) contracts in 2020. It is anticipated that one or more new agencies will be awarded a CCO contract for Marion County and the funding impact is unknown.

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KEY DEPARTMENT ACCOMPLISHMENTS

- During FY 18-19 Health and Human Services launched a new five year strategic plan to allow the Department to adapt to the ever-changing healthcare system, respond to the needs of our community, and to meet the expectations of our funders. The strategic plan will serve as to guide decision making over the next five years and the Department has formed a steering committee to prioritize, monitor and communicate the accomplishments towards the strategic goals of Health and Human Services.
- Phase 2 of the Silverton Road construction project was completed in early 2019 and served as an example of cross-departmental collaboration with Marion County Business Services and Information Technology Departments. The Silverton Road campus is now home to all of our adult behavioral health services including mental health and addictions treatment in a single complex. The goal of this project was to improve the customer experience as well as care coordination for those with co-occurring disorders. The new facility will allow for increased access to services and has exam rooms designed to accommodate the integration of primary care into our behavioral health service array.
- In 2018, the Marion County Addictions Treatment Services Program designed a "Rapid Access" process to address the wait time for access to services which is a significant barrier to treatment. Outpatient services now offers five intake appointment options per day. MAT (Medication Assisted Treatment) services require labs and a physical exam before initiation of services which routinely takes approximately 6-8 weeks. MCHHS partnered with WVP, West Salem Clinic, Salem Health, Salem Clinic and Urgent Care Clinic South to get same day / next day labs and physical examinations. As a result of Rapid Access addictions outpatient treatment has seen a 30% increase in client access and service engagement over a six month period, with 130 unique individuals enrolled in MAT in 125 business days. Rapid Access has also been critical to quickly removing barriers for pregnant and parenting women in our Her Place program. Her Place offers pregnant and parenting women in need of treatment, safe and stable housing, childcare, and consultation and treatment for Neonatal Opioid Withdrawal Syndrome (NOWS). Rapid Access for Her Place results in cost savings in the foster care system, fewer child welfare cases, clean and sober mothers and healthy babies.
- During this past year adult behavioral health has consistently utilized Collaborative Assessment and Management of Suicidality (CAMS) and the Collective Medical Notification Platform to reduce suicidal ideation, suicide attempts, and high utilization rates of emergency services. Clinicians provide rapid response follow-up to individuals who self-report suicidality or when platform notification indicates emergency department encounter or inpatient psychiatric hospitalization. They immediately initiate CAMS and increase frequency of contact during that critical period which has resulted in an overall decrease of emergency department and crisis service utilization due to suicidality.
- Every five years, Marion County, in partnership with local health professionals and community organizations, come together to describe the health of the community by conducting a Community Health Assessment (CHA). The CHA gathers data from various sources to identify local strengths and the most pressing health challenges using an evidence based framework. More than 600 community members contributed to this process by attending forums or taking an online survey throughout 2018. This community voice was incorporated into the CHA along with health statistics and other assessment data to identify priority areas for the new Community Health Improvement Plan (CHIP). The CHA was finalized and published in February 2019.
- In 2018, with an increased community focus on suicide and suicide prevention, Health & Human services hosted a "Call to Action" event with community partners to identify areas of need and focus in the area of suicide prevention. Based on feedback from the community as well as our staff, as part of the strategic planning process, MCHHS has launched a multi-faceted approach to building hope, resilience, services and skills in our staff and our community in the area of suicide prevention. Internally we are using the Zero Suicide framework to strengthen our employee's skills, knowledge and confidence with a goal that no individuals receiving services at MCHHS die by suicide. In the community we've joined with Polk County's existing coalition to form a suicide prevention coalition that is bringing together a broad spectrum of community partners to address systemic and community changes we can make to support individuals across the life span.
- The Mobile Crisis Response Unit, Provided 675 interventions responding to 13 different Law Enforcement agencies requests for services. 47% were resolved on scene and given referrals to community resources, 36%

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HEALTH AND HUMAN SERVICES

were referred to the Psychiatric Crisis Center, 12% were taken to the Emergency Department for further evaluation and treatment, and only 3% were taken to jail, most on outstanding warrants and not new charges.

During 2018, the program saw a return to full staffing of three mobile crisis teams and with full staffing came better communication with our partnering law enforcement agencies/jurisdictions, as well as more consistent community response and more referrals to community services.

- Law Enforcement Assisted Diversion (LEAD) in Marion County is coming upon the anniversary date (April 4, 2018) of when this coordinated effort began. The effectiveness of this program is growing! The program has 23 individuals enrolled in LEAD. During the programs history there have been no Emergency Department visits or overdose due to opioid use, five individuals are now employed, 12 have enrolled in treatment including six enrolled in Medication Assisted Treatment Services.

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HEALTH AND HUMAN SERVICES

KEY INDICATORS

1: Prevention of Communicable Disease

Definition and Purpose

Many communicable diseases are vaccine preventable including measles, mumps, and chicken pox. Vaccines are safe, effective and covered by most insurance plans. Vaccines for Children, a federally funded program, make vaccines available free or at low cost to children who are uninsured or under-insured.

Significance

Achieving optimal childhood immunization levels in Marion County is a community effort. For various reasons, at any point in time, children may not be current on vaccines recommended for their age. Marion County Health and Human Services works with school districts and child care centers to review child immunization status through the school exclusion process. Marion County Health and Human Services also works alongside many community partners and convenes an immunization coalition to help protect the community against vaccine-preventable illnesses. Research shows that immunizing a large portion of the community or school creates a "herd immunity" that helps to stop widespread transmission that would be hazardous to those who are unable to be vaccinated.

Data Units Fiscal Year

School Exclusion Orders Issued: School exclusion rates reflect the immunization levels of children enrolled in licensed child care and K-12 schools.

FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Estimate	FY 19-20 Estimate
3,522	2,715	1,746	1,573	1,500

Data Units Calendar Year

Vaccines Available to the Public: Vaccines are offered at Health and Human Services offices in Salem, Silverton, Stayton, and Woodburn.

CY 2016 Actual	CY 2017 Actual	CY 2018 Actual	CY 2019 Estimate	CY 2020 Estimate
5,626	4,683	3,929	4,000	4,000

Marion County Immunization Rates

CY 2016 Actual	CY 2017 Actual	CY 2018 Actual	CY 2019 Estimate	CY 2020 Estimate
69%	71%	72%	73%	74%

Explanation of Trends and Changes

Health and Human Services continues to see a trend of fewer immunization exclusion letters going out each year. Health and Human Services continues to focus outreach and education to school staff, healthcare providers and the community on school immunization requirements.

The immunization program works to promote immunizations and education on vaccine preventable diseases to the public, community partners and their clients and healthcare providers around Marion County. This is accomplished through individual client encounters, outreach and information shared by Health and Human Services, and collaboration with community partners through the All Marion Immunization Coalition.

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HEALTH AND HUMAN SERVICES

2: Prevention of Foodborne and Waterborne Illness

Definition and Purpose

Oregon state rules describe standards that aim to safeguard public health by providing consumers safe food and safe water for drinking and swimming. Regular and systematic inspection of food establishments, pools and spas helps to ensure that the operators of these establishments follow the standards mandated by the law.

Significance

Illness caused by pathogens can be spread to people by consuming contaminated food or water. Injury can occur when people consume foods with physical contaminants or are exposed to chemicals or equipment that is improperly maintained. An incident of contamination or an accident at a restaurant or pool may impact the health of large numbers of people. Marion County Environmental Health works in partnership with the Oregon Health Authority, food service and pool service industries and the general public to provide education for both consumers and operators, conducts inspections of facilities to make sure they meet minimum standards and assists in investigations of illness with the Marion County communicable disease team.

Data Units Calendar Year

Restaurant Inspections: Restaurants are inspected twice annually.

CY 2016 Actual	CY 2017 Actual	CY 2018 Actual	CY 2019 Estimate	CY 2020 Estimate
2,019	2,161	1,979	2,200	2,250

Failed to Comply / Closed by the Health and Human Services / Closed Voluntarily: A closed restaurant may not reopen until it passes a re-inspection with a score of at least 80, with all critical violations corrected, and the operator presents the environmental health supervisor with a plan for how they will maintain a passing score in the future. Restaurants may choose to close voluntarily with approval of Marion County.

CY 2016 Actual	CY 2017 Actual	CY 2018 Actual	CY 2019 Estimate	CY 2020 Estimate
0 / 0 / 1	0 / 0 / 4	0 / 0 / 1	0 / 0 / 2	0 / 0 / 2

Pool and Spa Inspections / Closed by Health and Human Services: Year round facilities are inspected twice yearly; seasonal facilities are inspected annually.

CY 2016 Actual	CY 2017 Actual	CY 2018 Actual	CY 2019 Estimate	CY 2020 Estimate
311 / 32	369 / 35	284 / 28	300 / 30	335 / 32

Explanation of Trends and Changes

This past year (2018) has seen a decrease in restaurant inspections despite an increase in number of licensed facilities. Approximately 2250 inspections were required, however due to retirement of 3 staff only 81% of these inspections were completed. In 2017 and 2016 100% of inspections were completed. The number of pool and spa inspections also decreased in 2018. This is due to new inspection software providing more accurate data and staffing shortages. 96% of inspections required were completed in 2018. In 2017 and 2016 100% of the inspections were completed. The pool and spa closure rate trended up due to new closure rules regarding cyanuric acid. The most common reason for closure of pools and spas is inadequate chlorine and improper pH levels.

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3: Mobile Crisis Services

Definition and Purpose

Health and Human Services receives funding from the Oregon Health Authority to divert persons with mental illness away from unnecessary criminal justice involvement or state hospital placement. A successful model for diversion is the use of mobile crisis teams; a deputy sheriff or police officer paired with a mental health specialist in a patrol car. These teams are dispatched to calls that appear to involve a person with a mental health concern. The mobile crisis teams work closely with the psychiatric crisis center to link individuals to the appropriate mental health and addictions services.

Significance

Mobile crisis teams are trained in crisis intervention skills to enhance their skills when engaging individuals who are experiencing a mental health crisis and at risk of arrest. The goal is to link those individuals to services and supports. In the first two years of operating mobile teams, the rates of incarceration have been remarkably low and an even lower percentage involved the use of force. In addition to the better alternatives for those in crisis, linking persons to services, rather than criminal justice or hospital involvement, significantly reduces the costs associated with the jail, courts, and the state hospital.

Data Units Calendar Year

Mobile Crisis Contacts

CY 2016 Actual	CY 2017 Actual	CY 2018 Actual	CY 2019 Estimate	CY 2020 Estimate
524	620	675	750	800

Mobile Crisis Contacts Resulting in Arrest

CY 2016 Actual	CY 2017 Actual	CY 2018 Actual	CY 2019 Estimate	CY 2020 Estimate
18 (3.4%)	22 (3.5%)	19 (2.8%)	22 (2.9%)	19 (3.0%)

Explanation of Trends and Changes

Health and Human Services is continuing to look to expand mobile crisis teams throughout Marion County with a primary focus on more rural areas that are traditionally underserved. It is anticipated that a new team will be established in FY 19-20 and the trends of overall mobile crisis contacts will continue to rise.

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Resources by Fund Detail

190 - Health and Human Services	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Intergovernmental Federal				
331210 Oregon Dept of Education	0	6,848	0	0
331221 OHSU CaCoon Contract	119,933	89,950	64,250	74,250
331231 Oregon DHS Water Contract	93,521	81,772	118,882	118,881
331232 DHS Public Health Contract	1,817,865	1,774,534	1,723,093	1,558,634
331233 DHS Mental Health Contract	1,613,889	1,398,401	1,072,865	1,023,520
331990 Other Federal Revenues	282,061	433,782	20,000	5,500
Intergovernmental Federal Total	3,927,268	3,785,289	2,999,090	2,780,785
Intergovernmental State				
332012 OLCC Alcohol and Drug	277,517	300,162	288,880	300,880
332060 Oregon DHS Health Contract	847,218	853,006	1,194,625	1,253,491
332061 Oregon DHS Mental Health	17,779,179	23,436,499	22,046,370	21,501,663
332068 Oregon Health Authority	0	0	599,617	1,016,013
332990 Other State Revenues	206,908	349,846	0	0
Intergovernmental State Total	19,110,822	24,939,513	24,129,492	24,072,047
Intergovernmental Local				
335500 MV Behavioral Care Network	14,832,243	12,583,989	14,820,727	13,851,328
335510 MVBCN Other	218,977	115,262	130,652	44,687
335520 MVBCN Contracts	1,063,876	1,910,432	210,503	0
335530 MVBCN MPCHP	62,400	36,400	0	0
335950 Local Government Grants	0	0	39,000	0
Intergovernmental Local Total	16,177,496	14,646,083	15,200,882	13,896,015
Charges for Services				
341170 Witness Fees	46	48	0	0
341230 Client Fees	224,614	302,527	305,250	397,450
341232 Insurance Fees	155,805	208,456	203,600	223,350
341240 Food Service Fees	35,098	60,645	36,000	60,000
341330 Health Inspection Fees	776,127	858,134	800,000	900,115
341350 Birth and Death Certificates	368,531	398,016	370,000	400,000
341370 Medicaid Fees	4,456,923	4,783,025	5,226,252	4,803,297
341430 Copy Machine Fees	94	19	20	20
341750 Medicare Fees	198,786	195,299	232,400	195,400
341999 Other Fees	18,918	13,389	20,000	200,000
342200 Property Leases	242,139	210,252	236,246	243,334
342910 Public Records Request Charges	0	1,955	4,725	3,150
344999 Other Reimbursements	(47,900)	67,172	(47,528)	(57,159)
345400 Document Fees	3,994	1,093	0	0
347401 Health Svcs to County Depts	280,768	288,507	268,130	535,187
347402 Health Svcs to Other Agencies	208,390	181,360	209,379	188,163
347403 Mental Health Services	218,685	227,365	291,008	294,442
347405 Medicaid Admin Services	144,249	104,990	150,000	132,000

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BY DEPARTMENT

HEALTH AND HUMAN SERVICES

190 - Health and Human Services	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Charges for Services				
347406 Drug Treatment Services	2,135	648	2,000	0
Charges for Services Total	7,287,402	7,902,898	8,307,482	8,518,749
Admin Cost Recovery				
450100 Program Chargebacks	0	0	0	0
Admin Cost Recovery Total	0	0	0	0
Interest				
361000 Investment Earnings	190,082	253,738	305,050	330,100
Interest Total	190,082	253,738	305,050	330,100
Other Revenues				
371000 Miscellaneous Income	4,395	225	0	0
372000 Over and Short	8	(1)	0	0
373100 Special Program Donations	18,660	24,118	20,000	23,000
373500 Private Foundation Grants	110,833	113,327	0	0
Other Revenues Total	133,896	137,669	20,000	23,000
General Fund Transfers				
381100 Transfer from General Fund	3,730,390	3,730,390	3,795,298	3,914,282
General Fund Transfers Total	3,730,390	3,730,390	3,795,298	3,914,282
Net Working Capital				
391000 Net Working Capital Restricted	16,994,839	16,125,084	13,698,991	11,513,202
392000 Net Working Capital Unrestr	5,791,043	6,222,870	10,132,818	8,515,907
Net Working Capital Total	22,785,882	22,347,954	23,831,809	20,029,109
Health and Human Services Total	73,343,239	77,743,534	78,589,103	73,564,087
Health and Human Services Grand Total	73,343,239	77,743,534	78,589,103	73,564,087

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HEALTH AND HUMAN SERVICES

Requirements by Fund Detail

190 - Health and Human Services	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Personnel Services				
Salaries and Wages				
511020 Salaries and Wages Budget Only	0	0	166,272	0
511110 Regular Wages	17,016,480	17,931,030	24,790,884	25,335,114
511120 Temporary Wages	788,833	853,118	697,263	592,609
511130 Vacation Pay	1,069,762	1,114,645	0	0
511140 Sick Pay	844,243	837,484	0	0
511150 Holiday Pay	892,144	955,789	0	0
511160 Comp Time Pay	113,155	105,161	0	0
511170 Standby Pay	12	12	0	0
511180 Differential Pay	21,906	26,570	0	0
511210 Compensation Credits	294,145	279,847	250,942	226,029
511220 Pager Pay	33,715	39,932	41,450	40,050
511240 Leave Payoff	89,884	140,630	0	0
511280 Cell Phone Pay	31	0	0	0
511290 Health Insurance Waiver Pay	35,798	51,612	60,000	60,000
511410 Straight Pay	65,316	50,802	36,925	34,850
511420 Premium Pay	204,376	211,166	105,200	235,600
511450 Premium Pay Temps	22,486	20,707	20,000	18,100
Salaries and Wages Total	21,492,284	22,618,505	26,168,936	26,542,352
Fringe Benefits				
512010 Fringe Benefits Budget Only	0	0	94,347	0
512110 PERS	2,729,856	3,497,403	4,844,643	5,880,067
512120 401K	90,399	98,561	108,406	106,458
512130 PERS Debt Service	1,446,794	1,648,698	1,506,148	1,357,935
512200 FICA	1,620,258	1,694,092	1,964,447	1,993,757
512310 Medical Insurance	5,529,652	5,798,083	6,796,744	6,963,775
512320 Dental Insurance	541,181	536,193	664,678	692,229
512330 Group Term Life Insurance	36,430	38,049	46,345	47,208
512340 Long Term Disability Insurance	75,069	78,107	103,895	105,831
512400 Unemployment Insurance	79,363	72,349	92,903	94,834
512520 Workers Comp Insurance	11,011	10,588	14,328	14,091
512600 Wellness Program	15,261	15,649	18,425	18,281
512610 Employee Assistance Program	11,147	11,571	12,436	15,566
512700 County HSA Contributions	26,637	26,947	0	0
Fringe Benefits Total	12,213,058	13,526,291	16,267,745	17,290,032
Personnel Services Total	33,705,342	36,144,796	42,436,681	43,832,384

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HEALTH AND HUMAN SERVICES

190 - Health and Human Services	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Materials and Services				
Supplies				
521010 Office Supplies	160,419	152,667	158,250	138,384
521030 Field Supplies	250	150	0	0
521040 Institutional Supplies	214	0	0	0
521050 Janitorial Supplies	7,135	10,761	6,225	12,515
521060 Electrical Supplies	0	139	0	0
521070 Departmental Supplies	104,528	99,257	83,275	73,022
521080 Food Supplies	47,000	44,859	56,225	48,650
521090 Uniforms and Clothing	1,903	2,860	2,000	2,000
521100 Medical Supplies	15,805	47,148	30,200	51,727
521110 First Aid Supplies	4,552	683	2,100	1,000
521120 Drugs	107,158	234,456	155,796	191,925
521130 Contraceptives	103,291	59,839	65,000	60,000
521140 Vaccines	40,896	45,367	27,200	33,755
521170 Educational Supplies	9,422	6,856	6,725	7,300
521190 Publications	11,830	11,897	11,250	14,200
521210 Gasoline	23,662	27,480	26,700	29,603
521230 Propane	5	0	0	0
521310 Safety Equipment	70	0	0	100
Supplies Total	638,139	744,419	630,946	664,181
Materials				
522060 Sign Materials	81	194	0	0
522090 Chemical Sprays	0	0	2,500	0
522140 Small Tools	0	16	0	0
522150 Small Office Equipment	25,075	30,283	20,350	20,150
522160 Small Departmental Equipment	25,284	25,480	63,776	21,800
522170 Computers Non Capital	68,214	64,613	30,450	52,000
522180 Software	14,335	32,980	5,000	26,750
Materials Total	132,989	153,566	122,076	120,700
Communications				
523010 Telephone Equipment	3,960	1,894	2,120	1,400
523015 Video Security Equipment	2,545	0	0	0
523020 Phone and Communication Svcs	81,670	79,555	86,964	84,955
523030 Fax	90	30	0	0
523040 Data Connections	133,064	145,375	154,190	145,335
523050 Postage	5,053	5,139	6,285	5,480
523060 Cellular Phones	111,805	133,468	131,545	145,865
523090 Long Distance Charges	5,625	5,482	5,730	5,150
523100 Radios and Accessories	0	6,024	0	0
Communications Total	343,812	376,967	386,834	388,185

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HEALTH AND HUMAN SERVICES

190 - Health and Human Services	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Materials and Services				
Utilities				
524010 Electricity	116,237	142,533	108,104	75,098
524020 Street Light Electricity	506	555	156	238
524040 Natural Gas	17,482	16,339	13,255	6,000
524050 Water	6,098	8,063	3,269	3,414
524070 Sewer	11,297	14,178	9,563	9,872
524090 Garbage Disposal and Recycling	14,049	15,313	6,189	5,197
Utilities Total	165,669	196,980	140,536	99,819
Contracted Services				
525110 Consulting Services	87,760	58,038	150,000	0
525150 Audit Services	6,520	0	6,520	0
525152 Accounting Services	13,879	22,143	2,500	31,925
525153 Fiscal Agent Services	0	0	19,000	0
525154 Third Party Administrators	19,364	300,925	384,880	384,105
525155 Credit Card Fees	8,527	11,946	10,300	12,325
525185 Community Education Services	20	0	0	0
525210 Medical Services	1,309,093	1,183,737	1,279,056	1,210,100
525235 Laboratory Services	115,332	117,161	120,100	112,525
525240 XRay Services	887	(1,022)	3,100	3,100
525246 Transcription Services	0	17,034	0	32,165
525250 Foster Care Services	17,552	32,984	61,948	49,400
525295 Health Providers	4,268,760	4,136,491	4,625,567	4,727,915
525310 Laundry Services	16,695	19,108	21,160	14,636
525320 Food Services	1,183	1,924	900	300
525330 Transportation Services	17,865	14,499	15,000	12,035
525350 Janitorial Services	80,057	87,250	69,530	149,178
525360 Public Works Services	199	186	0	0
525405 Code Enforcement Services	0	100	0	0
525410 Dispatch Services	81	0	0	0
525440 Client Assistance	70,787	100,268	125,915	110,772
525450 Subscription Services	9,753	6,662	1,744	5,964
525510 Legal Services	28	0	0	0
525555 Security Services	61,722	135,295	105,800	184,900
525710 Printing Services	23,438	31,499	24,600	21,426
525715 Advertising	12,894	4,261	9,567	3,300
525725 Drafting Blueprints and Design	18	0	0	0
525735 Mail Services	33,766	35,541	32,373	20,760
525740 Document Disposal Services	25,938	29,426	28,713	30,400
525770 Interpreters and Translators	78,917	63,496	71,365	79,300
525991 Match Payments	431,480	366,577	372,383	361,000

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BY DEPARTMENT

HEALTH AND HUMAN SERVICES

190 - Health and Human Services	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Materials and Services				
525999 Other Contracted Services	729,118	1,006,312	1,250,955	1,218,134
Contracted Services Total	7,441,634	7,781,842	8,792,976	8,775,665
Repairs and Maintenance				
526010 Office Equipment Maintenance	2,080	4,424	2,300	3,250
526011 Dept Equipment Maintenance	2,287	1,636	4,755	4,500
526012 Vehicle Maintenance	465	1,044	500	400
526014 Radio Maintenance	0	352	0	0
526020 Computer Hardware Maintenance	0	48	0	0
526021 Computer Software Maintenance	7,997	14,232	15,000	15,000
526030 Building Maintenance	116,623	95,309	87,250	75,600
526040 Remodels and Site Improvements	13,092	6,962	0	0
526050 Grounds Maintenance	240	633	0	0
Repairs and Maintenance Total	142,785	124,639	109,805	98,750
Rentals				
527100 Vehicle Rental	137,865	136,190	127,511	100,538
527110 Fleet Leases	112,371	129,419	108,240	96,804
527120 Motor Pool Mileage	19,787	19,635	24,255	23,315
527130 Parking	4,739	6,687	730	346
527140 County Parking	525	660	660	660
527210 Building Rental Private	1,451,605	1,431,195	1,760,541	2,098,732
527300 Equipment Rental	157,668	148,837	155,955	142,675
527310 Fair Equipment Rentals	168	(33)	0	0
Rentals Total	1,884,728	1,872,590	2,177,892	2,463,070
Insurance				
528110 Liability Insurance Premiums	500	500	500	500
528140 Malpractice Insurance Premiums	64,452	60,306	65,500	70,000
528220 Notary Bonds	120	80	0	0
528410 Liability Claims	2,299	0	0	0
528415 Auto Claims	1,949	911	0	0
Insurance Total	69,320	61,797	66,000	70,500
Miscellaneous				
529110 Mileage Reimbursement	78,960	87,755	86,240	86,820
529120 Commercial Travel	9,421	15,593	6,000	5,300
529130 Meals	7,012	7,143	3,125	2,850
529140 Lodging	16,740	23,540	12,650	13,375
529210 Meetings	6,595	10,823	9,850	8,385
529220 Conferences	14,019	7,812	9,315	9,150

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

HEALTH AND HUMAN SERVICES

190 - Health and Human Services	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Materials and Services				
529230 Training	29,676	34,968	40,225	35,226
529250 Tuition Reimbursement	500	0	0	0
529300 Dues and Memberships	51,595	22,645	63,675	64,021
529590 Special Programs Other	3,896	5,026	3,600	3,000
529650 Pre Employment Costs	7,558	7,680	6,280	10,040
529690 Other Investigations	5	0	0	0
529740 Fairs and Shows	1,083	835	21	0
529840 Professional Licenses	150	200	200	200
529860 Permits	413	425	0	0
529910 Awards and Recognition	997	33	300	400
529998 Retroactive PERS Adjustments	4	0	0	0
529999 Miscellaneous Expense	66,139	45,034	93,546	76,225
Miscellaneous Total	294,761	269,512	335,027	314,992
Materials and Services Total	11,113,837	11,582,312	12,762,092	12,995,862
Administrative Charges				
611100 County Admin Allocation	540,629	549,789	648,614	710,315
611210 Facilities Mgt Allocation	181,051	214,782	219,912	248,316
611220 Custodial Allocation	187,218	215,180	199,149	172,111
611230 Courier Allocation	25,991	22,510	21,138	22,358
611250 Risk Management Allocation	79,148	87,481	86,081	96,015
611255 Benefits Allocation	120,977	130,537	142,979	146,328
611260 Human Resources Allocation	462,142	470,618	577,488	633,108
611300 Legal Services Allocation	147,036	132,500	151,614	167,009
611400 Information Tech Allocation	1,107,474	1,150,929	1,457,946	1,698,256
611410 FIMS Allocation	683,891	658,245	621,583	671,880
611420 Telecommunications Allocation	158,429	140,642	236,113	258,011
611430 Info Tech Direct Charges	356,719	450,075	467,054	547,020
611600 Finance Allocation	644,912	634,949	737,554	780,400
611800 MCBEE Allocation	39,070	11,168	38,773	30,279
612100 IT Equipment Use Charges	95,166	102,129	200,766	141,883
614100 Liability Insurance Allocation	253,100	210,400	199,800	182,900
614200 WC Insurance Allocation	134,700	147,500	145,900	143,500
650100 Program Chargebacks	0	0	0	0
650110 Billing Services Chargebacks	0	0	0	0
650120 Data Services Chargebacks	0	0	0	0
650130 Management Support Chargebacks	0	0	0	0
650140 Management Group Chargebacks	0	0	0	0
650150 Financial Services Chargebacks	0	0	0	0

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

HEALTH AND HUMAN SERVICES

190 - Health and Human Services	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Administrative Charges				
650160 Clerical Supervision Chgbaks	0	0	0	0
650170 Contract Admin Chgbaks	0	0	0	0
Administrative Charges Total	5,217,653	5,329,434	6,152,464	6,649,689
Capital Outlay				
531100 Office Equipment Capital	0	21,591	0	0
531300 Departmental Equipment Capital	181,225	(2,280)	0	0
531700 Computer Software Capital	29,000	16,000	0	0
531800 Telephone Systems	112,165	54,375	0	0
534600 Site Improvements	206,437	383,276	698,204	0
Capital Outlay Total	528,826	472,963	698,204	0
Transfers Out				
561130 Transfer to Public Works	0	6,044	54,872	47,033
561250 Transfer to Sheriff Grants	7,915	7,915	8,751	0
561410 Transfer to Debt Service	368,262	368,262	368,262	368,262
561480 Xfer to Capital Impr Projects	0	0	3,686,919	2,601,604
561595 Transfer to Fleet Management	53,448	0	80,334	25,000
Transfers Out Total	429,625	382,221	4,199,138	3,041,899
Contingency				
571010 Contingency	0	0	4,733,444	3,695,895
Contingency Total	0	0	4,733,444	3,695,895
Ending Fund Balance				
573010 Unapprop Ending Fund Balance	0	0	7,607,080	3,348,358
Ending Fund Balance Total	0	0	7,607,080	3,348,358
Health and Human Services Total	50,995,285	53,911,725	78,589,103	73,564,087
Health and Human Services Grand Total	50,995,285	53,911,725	78,589,103	73,564,087

INFORMATION TECHNOLOGY



MISSION STATEMENT

Enhance the business of Marion County by providing core technologies and services that support evolving business requirements and maximize the utilization of county resources.

GOALS AND OBJECTIVES

- Goal 1 Modernization and Optimization - Drive the Roadmap of system modernization and simplification initiatives
 - Objective 1 Enterprise - Drive towards countywide-shared enterprise technical solutions including Enterprise GIS, Document Management, Case Management, Team Collaboration Software, and Integrated Data-Driven solutions that improve how we interact and do business with our citizens.
 - Objective 2 Consolidation - Identify redundant departmental software, infrastructures, and identical use of similar licensing and technologies and provide a plan for consolidation. The selection of a solution should be based on economy of scale, as well as location and platform agnostic.
 - Objective 3 Virtualization - When possible transition dedicated hardware to shared enterprise virtual infrastructure to maximize the use of both technical and staffing resources, and reduce equipment obsolescence.
 - Objective 4 Common Cloud - Where appropriate for resiliency and cost effectiveness, leverage a cloud provisioning strategy to take advantage of dedicated non-public internet connections through the Oregon State network infrastructure.

- Goal 2 Communication Infrastructure - Champion transparency and communications through compelling and pragmatic architecture
 - Objective 1 Common Architectures - Implement an environment that provides access to a variety of solutions, based on need, that can be accessed anywhere, anytime. The hybrid approach utilizes county infrastructure along with regional government network integration, as well as compliant and secure cloud provisioning.
 - Objective 2 Network Redesign - Invest in technology to provide on demand elasticity of network bandwidth and resiliency to meet the dynamic needs of county departments. Enhance security through network segmentation where sensitive data exists, and ensure open wireless (Wi-Fi) access used by visitors to county facilities is safely routed separate from county data.
 - Objective 3 Identity Management - Provide the ability to manage access and privileges across multiple systems or solutions using single sign on to improve account provisioning and control.
 - Objective 4 End-Point Devices - Allow county staff members to securely access applications such as Document Sharing, Instant Messaging, Calendaring, and Email to enable mobile collaboration.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

INFORMATION TECHNOLOGY

- Goal 3 Data Management - Deliver on a unified Records and Data Management strategy
- Objective 1 Capture Data at Source - Pursue a "capture data at the source" strategy where data is input once, reducing the need for duplicate data entry and risk of keying errors.
 - Objective 2 Employ Data Tools and Infrastructure - Provide data tools for cleansing, governing, securing, analyzing, and automating on a platform that supports departments at scale.
 - Objective 3 Document Management - Provide a countywide enterprise solution for departmental consumption and collaboration that is easily accessible.
 - Objective 4 Public CMS - Support multiple Content Management (CMS) sites where departments can more easily update public facing website information in response to any event or need.
 - Objective 5 GIS Support - Provide geospatial mapping assistance either directly or through regional intergovernmental relationships.
- Goal 4 Reliable Services - Enhance the availability, resiliency, and delivery of information and services to citizens, employees, businesses, and governments
- Objective 1 Business Continuity - Implement IT redundancy and resilient technology to ensure that key systems continue to operate with minimal or no interruption even when infrastructure fails.
 - Objective 2 Disaster Recovery - Plan for the recovery of key systems on secondary infrastructure and the ability for emergency personnel and county executives to communicate and coordinate tactical support and services in the event of a major disaster.
 - Objective 3 Asset Management - Provide a clear plan for standardizing, approving, managing, and supporting hardware used by county staff such as: desktops; laptops, mobile phones, and tablets.
 - Objective 4 Operations Support - Provide 24/7 on-call support and continuous monitoring of the health of our infrastructure and systems leveraging automated notifications.
 - Objective 5 Service Desk Support - Provide core business support in meeting established service level agreements by assisting, resolving, and coordinating any issue that may arise.
- Goal 5 Information Security - Proactively manage IT Risk by deploying a secure, private, and accessible technology framework
- Objective 1 Security Officer - Establish County IT Security Officer who focuses on operating a viable security program.
 - Objective 2 Security Policies - Develop industry aligned policies that will increase attention to information security and establish minimal IT security requirements for systems and services.
 - Objective 3 Security Training - Develop incremental and people friendly training that will bring attention and education to information security topics throughout the county.
 - Objective 4 Security Infrastructure - Implementing security monitoring and prevention at all levels (network, server, and workstation) to mitigate known security threats, alert when an incident occurs, and respond rapidly to an incident when one occurs.
 - Objective 5 Business Applications - Define consistent and integrated methodologies for design, development, and implementation with security built into solutions.
- Goal 6 Staffing - Improve the talent through investing in education and skill training
- Objective 1 Diversity - Cultivate an inclusive environment where diversity of thought and expression are valued, emphasizing the importance of tolerance in the workplace, promoting acceptance of our differences, and providing an environment where employees can thrive.
 - Objective 2 Skills Training and Development - Provide access to training and career growth resources and services that encourages staff to continuously develop their skills and/or to learn new ones. Create programs for cross training and mentorship that vary from technical to soft skills.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

INFORMATION TECHNOLOGY

- Objective 3 Employee Retention - Provide career growth opportunities through mentorship, cross training, continued education, and employee recognition.
- Objective 4 As-a-Service Framework for IT Management - Organize and structure our organization with service management best practices in mind, aligned with the countywide plan and focusing on customer needs and services.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

INFORMATION TECHNOLOGY

DEPARTMENT OVERVIEW

Information Technology (IT) provides technical services, manages the county's technical resources, and provides consulting services for technology improvements. IT has developed strategic partnerships with all county departments through three programs: IT Operations, Technology Solutions, and IT Administration.

These programs provide a complete range of technology services which include strategic planning, new service design, business analysis, project management, risk management, data security, applications delivery and support networks, servers and storage, desktop and mobile management, database administration, and end-user support through the service desk.

IT strives to provide technology solutions and services that meet the needs of the county through management of system lifecycle phases, leveraging existing technologies to meet new requirements, safeguarding information, and providing viable and practical options for long-term delivery of services.

RESOURCE AND REQUIREMENT SUMMARY

Information Technology	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Charges for Services	86,079	92,047	84,385	84,385	0.0%
Admin Cost Recovery	8,914,560	8,881,051	10,764,864	11,569,326	7.5%
Other Revenues	39	7,063	0	0	n.a.
General Fund Transfers	0	22,100	253,813	0	-100.0%
TOTAL RESOURCES	9,000,679	9,002,261	11,103,062	11,653,711	5.0%
REQUIREMENTS					
Personnel Services					
Salaries and Wages	4,566,463	4,562,155	4,934,453	5,367,927	8.8%
Fringe Benefits	2,196,068	2,342,500	2,648,763	3,101,699	17.1%
Total Personnel Services	6,762,531	6,904,655	7,583,216	8,469,626	11.7%
Materials and Services					
Supplies	18,293	15,616	17,150	17,150	0.0%
Materials	266,460	159,281	378,000	373,706	-1.1%
Communications	191,255	168,091	295,472	292,017	-1.2%
Utilities	32,430	32,521	36,802	39,752	8.0%
Contracted Services	92,660	137,842	764,003	322,880	-57.7%
Repairs and Maintenance	1,092,449	1,027,491	1,339,024	1,454,515	8.6%
Rentals	75,169	70,538	79,631	79,563	-0.1%
Miscellaneous	57,106	63,323	118,919	75,597	-36.4%
Total Materials and Services	1,825,822	1,674,703	3,029,001	2,655,180	-12.3%
Administrative Charges	412,326	422,903	490,845	528,905	7.8%
TOTAL REQUIREMENTS	9,000,679	9,002,261	11,103,062	11,653,711	5.0%
FTE	57.00	60.00	62.00	63.00	1.6%

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

INFORMATION TECHNOLOGY

FUNDS

Fund Name	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	% of Total
RESOURCES					
FND 580 Central Services	9,000,679	9,002,261	11,103,062	11,653,711	100.0%
TOTAL RESOURCES	9,000,679	9,002,261	11,103,062	11,653,711	100.0%
REQUIREMENTS					
FND 580 Central Services	9,000,679	9,002,261	11,103,062	11,653,711	100.0%
TOTAL REQUIREMENTS	9,000,679	9,002,261	11,103,062	11,653,711	100.0%

PROGRAMS

	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
IT Administration	462,785	424,809	583,585	621,872	6.6%
IT Operations	3,975,609	4,072,303	5,143,550	5,543,288	7.8%
Technology Solutions	4,562,285	4,505,150	5,375,927	5,488,551	2.1%
TOTAL RESOURCES	9,000,679	9,002,261	11,103,062	11,653,711	5.0%
REQUIREMENTS					
IT Administration	462,785	424,809	583,585	621,872	6.6%
IT Operations	3,975,609	4,072,303	5,143,550	5,543,288	7.8%
Technology Solutions	4,562,285	4,505,150	5,375,927	5,488,551	2.1%
TOTAL REQUIREMENTS	9,000,679	9,002,261	11,103,062	11,653,711	5.0%

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

INFORMATION TECHNOLOGY

IT Administration Program

- Provide management, integration, and growth of IT programs, lines of service, and resources.
- Establish strategic plans and enable development of tactical goals and operational tasks to ensure efficient and effective delivery of technology services.
- Develop and manage IT's budget, contracts, procurement, and executive reporting.
- Develop, implement, and oversee effective utilization of IT policies, processes, and procedures; develop and receive approval for administrative policies and procedures related to delivery of IT services.
- Administer demand management and project portfolio planning and oversight activities.
- Provide employee services including time reporting, staff management, and professional and technical skills development.
- Initiate customer outreach through satisfaction surveys to ensure alignment of service delivery with established service level agreements.
- Represent IT as an active participating member of the Information Technology Governance Committee (ITGC).

Program Summary

Information Technology

Program: IT Administration

	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Admin Cost Recovery	462,756	424,809	554,025	621,872	12.2%
Other Revenues	29	0	0	0	n.a.
General Fund Transfers	0	0	29,560	0	-100.0%
TOTAL RESOURCES	462,785	424,809	583,585	621,872	6.6%
REQUIREMENTS					
Personnel Services	311,558	306,612	361,572	451,514	24.9%
Materials and Services	129,526	97,051	197,872	137,301	-30.6%
Administrative Charges	21,701	21,145	24,141	33,057	36.9%
TOTAL REQUIREMENTS	462,785	424,808	583,585	621,872	6.6%
FTE	3.00	3.00	4.00	4.00	0.0%

FTE By Position Title By Program

Program: IT Administration	
Position Title	FTE
Accounting Clerk	1.00
Administrative Assistant	1.00
Contracts Specialist Sr	1.00
Information Technology Director	1.00
Program IT Administration FTE Total:	4.00

IT Administration Program Budget Justification

RESOURCES

The IT Administration Program is funded entirely by administrative cost recoveries.

MARION COUNTY FY 2019-20 BUDGET
BY DEPARTMENT
INFORMATION TECHNOLOGY

REQUIREMENTS

The Personnel Services increase reflects merit and fringe benefit increases, as well as an increase cost of associated with 1 FTE Accounting Clerk that was approved in 18/19 supplemental.

Materials and Services decrease of -30.6% is reflecting the year to year change due to the transfer of accumulated vacancy savings from Personnel Services into Contracted Services in 18/19 supplemental.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

INFORMATION TECHNOLOGY

IT Operations Program

- Manage delivery of IT services within the operational lines of service including performance monitoring, standards and process development, capacity planning and management, virus and malware detection, infrastructure design and administration, incident response, database administration, telecommunications, backup and recovery services, and disaster recovery.
- Partner with Technology Solutions to provide a stable, scalable, resilient, and secure environment to support development and implementation of technology services in alignment with IT Governance Committee sponsored initiatives and goals.
- Provide a wide range of support activities to departments by way of the service desk including desktop and mobile hardware setup, lifecycle replacement, software installations, video cameras and recording, telephones, voicemail, cell and mobile data devices, support for desktop applications, and relocation services.
- Manage design, installation, security, capacity planning and management, performance monitoring, backup and recovery, patching and upgrades, connectivity, and configuration of county infrastructure resources including servers, storage, computer facilities, and the county's private and wireless networks.
- Provide services including installation, design, tuning, patching and upgrades, performance monitoring, backup and recovery, and general administration and support for county databases.
- Provide system administration and support for enterprise applications, infrastructure tools, and department-based systems.

Program Summary

Information Technology

Program: IT Operations

	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Charges for Services	86,079	91,724	84,385	84,385	0.0%
Admin Cost Recovery	3,889,529	3,979,393	4,841,797	5,458,903	12.7%
Other Revenues	0	1,186	0	0	n.a.
General Fund Transfers	0	0	217,368	0	-100.0%
TOTAL RESOURCES	3,975,609	4,072,303	5,143,550	5,543,288	7.8%
REQUIREMENTS					
Personnel Services	2,776,836	2,874,470	3,212,387	3,465,017	7.9%
Materials and Services	1,026,608	1,027,968	1,721,146	1,846,875	7.3%
Administrative Charges	172,164	169,865	210,017	231,396	10.2%
TOTAL REQUIREMENTS	3,975,609	4,072,303	5,143,550	5,543,288	7.8%
FTE	23.80	25.10	26.10	27.00	3.4%

FTE By Position Title By Program

Program: IT Operations	
Position Title	FTE
Database Administrator	1.00
Database Administrator-Sr	0.10
GIS Analyst 2	0.25
GIS Analyst 3	0.15
Info Technology Manager	1.20
Info Technology Supervisor	1.00
IT Security Analyst	1.00

MARION COUNTY FY 2019-20 BUDGET
BY DEPARTMENT
INFORMATION TECHNOLOGY

Program: IT Operations	
Position Title	FTE
IT System Architect	1.00
Network Analyst 2	3.00
Network Analyst 3	4.00
Programmer Analyst 1	0.10
Programmer Analyst 3	1.20
Support Specialist	8.00
Support Specialist (IT)	1.00
Support Technician	1.00
Telecommunications Technician	2.00
Telecommunications Technician-Sr	1.00
Program IT Operations FTE Total:	27.00

FTE Changes

Includes 1.00 FTE increase for an IT Support Technician position converted from an existing 0.50 IT Support Technician.

IT Operations Program Budget Justification

RESOURCES

The IT Operations Program funding is based on a department allocation which includes network usage, number and usage of phones, and support services factors evaluated by service tickets and devices utilized. Some revenue is realized from the reimbursement of phone and network services provided to other agencies housed in county facilities. Additional support and maintenance services requested by the Marion County Housing Authority.

REQUIREMENTS

The Personnel Services increase reflects merit and fringe benefit increases, as well as the organizational change of 1.0 FTE by inclusion of an IT Support Technician.

Materials and Services has a 7.3% increase in hardware and software maintenance costs. This increase is due to Maintenance and Subscription renewal charges driven by Capital Improvement Projects implemented in FY 18-19 as well as an overall incremental year over year price increases of 3% based on experience.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

INFORMATION TECHNOLOGY

Technology Solutions Program

- Provide assessment of new technology products, system enhancements and upgrades of existing services, and technical consultation.
- Manage the delivery of new technology through the effective use of project management principles to ensure successful and timely completion of projects, and meet stated business objectives.
- Configure and support shared services for commonly used applications and systems including financial, human resources, payroll processing, geographic information systems (GIS), web portals, and reporting platforms.
- Implement, extend, and maintain a diverse set of line of business applications and software services for twelve county departments.
- Partner with the IT Operations to identify security, usability, maintainability, scalability, availability, and support requirements to meet the business and technology needs of the county in alignment with IT Governance Committee sponsored initiatives and goals.

Program Summary

Information Technology

Program: Technology Solutions

	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Charges for Services	0	323	0	0	n.a.
Admin Cost Recovery	4,562,275	4,476,849	5,369,042	5,488,551	2.2%
Other Revenues	10	5,878	0	0	n.a.
General Fund Transfers	0	22,100	6,885	0	-100.0%
TOTAL RESOURCES	4,562,285	4,505,150	5,375,927	5,488,551	2.1%
REQUIREMENTS					
Personnel Services	3,674,136	3,723,573	4,009,257	4,553,095	13.6%
Materials and Services	669,688	549,684	1,109,983	671,004	-39.5%
Administrative Charges	218,461	231,893	256,687	264,452	3.0%
TOTAL REQUIREMENTS	4,562,285	4,505,150	5,375,927	5,488,551	2.1%
FTE	30.20	31.90	31.90	32.00	0.3%

FTE By Position Title By Program

Program: Technology Solutions	
Position Title	FTE
Business Systems Analyst	1.00
Computer Forensics Specialist	1.00
Database Administrator-Sr	0.90
GIS Analyst 1	1.00
GIS Analyst 2	1.75
GIS Analyst 3	0.85
Info Technology Manager	1.80
Information Technology Deputy Director	1.00
IT Project Manager	2.00
IT Systems Analyst	6.00
Programmer Analyst 1	0.90
Programmer Analyst 2	5.00

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

INFORMATION TECHNOLOGY

Program: Technology Solutions	
Position Title	FTE
Programmer Analyst 3	7.80
Senior Project Manager	1.00
Program Technology Solutions FTE Total:	32.00

Technology Solutions Program Budget Justification

RESOURCES

The Technology Solutions Program is funded through a department allocation that includes the Financial Information Management System allocation, Enterprise Applications, and direct charges to departments.

REQUIREMENTS

The Personnel Services increase reflects merit and fringe benefit increases. Program level project assignments have realigned staff to support the Sheriff's Record Management System / Jail Management System project, the Health and Human Services Department's Electronic Health Record project, the ongoing District Attorney Case Management System project, as well as minor adjustments to cover forecasted IT consulting and support activities.

Materials and Services decrease of -39.5% is reflecting the year to year change due to the transfer of accumulated vacancy savings from Personnel Services to Contracted Services in 18-19 supplemental.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

INFORMATION TECHNOLOGY

KEY DEPARTMENT ACCOMPLISHMENTS

- Partnered with Health and Human Services on the implementation of an exclusion monitoring program to exclude prohibited parties from healthcare program reimbursements.
- Completed a redevelopment of the Public Works Survey Graphics Index application, providing enhanced services to the public and improved application performance.
- Implemented a new cloud based Dog Shelter Management system for the Community Services Department, providing multiple enhancements for the public and improved business processes for the shelter.
- Participated in completing the 2020 Census updates for Marion County, including assistance with submitting census updates for the cities of Donald and Turner.
- Implemented two new phone systems for Health and Human Services increasing caller inquiry efficiency and enhanced reporting features.
- Developed building outline GIS data layers from imagery files, providing enhanced Emergency Management assessment capabilities, as well as improved business process in the Assessor's Office.
- Assisted the Sheriff's Office effort to implement a modern inmate phone system at the jail.
- Implemented a new cloud software service for the Juvenile Department used to set up a simple, reliable, and HIPAA compliant method to collect contact information.
- Implemented the Sheriff's Office pre-trial service, cloud-based, case management system to improve supervision and scheduling.
- Initiated a multi-year county network redesign effort providing additional capacity, resiliency, and additional layers of security and completed implementation of new data network firewall as an integral component of the Marion County IT Security Program.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

INFORMATION TECHNOLOGY

KEY INDICATORS

1: Application Management and Support

Definition and Purpose

The indicators for application management and support measure effective delivery of system enhancements and upgrades, development and/or purchase of new products, feature and function integration within enterprise or multi-departmental systems, alignment of application delivery with evolving business needs, and automated integration of systems to facilitate consistent and timely data sharing.

Measurements include alignment of business needs with technical solutions, management of vendor costs, reduction of duplicative systems, data storage, and decreased licensing costs through use of enterprise level licensing models. Over time, management of our portfolio of software assets will allow the county to fully leverage our investment in technology and to make wiser long-term decisions.

Significance

This key indicator was carried forward to continue to assess the viability of applications in use, identify opportunities to integrate functionality and data within enterprise or multi-departmental applications, develop a core set of application support tools, leverage data analysis software using central data stores, and fully leverage enterprise resources and licensing models. With continually evolving reliance on software and automation to directly support departmental business functions and delivery of county services, these technology investments will continue to have significant budgetary impacts. Examples are increased uses and licensing for the payroll system, as well as larger record management system replacements for the District Attorney's Office, Sheriff's Office, and Health and Human Services.

This indicator supports the county Goal #1: Provide efficient, effective, and responsive government through stewardship and accountability.

Data Units Fiscal Year

Total Technology Maintenance Costs

FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Estimate	FY 19-20 Estimate
\$856,900	\$1,124,714	\$1,148,829	\$1,354,432	\$1,415,616

Number of Applications

FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Estimate	FY 19-20 Estimate
893	850	977	1,046	1,100

Explanation of Trends and Changes

This indicator shows that technology and the software licenses used to support the county, at all levels, continue to increase as departments expand their reliance on automation. The changes in application numbers and in cost reflect expanded use, efficiencies, and new business enhancements. While the increase in costs also reflect escalating prices by vendors, as well as replacement of all county data network equipment, monitoring, and managing these assets will lead to more effective investments through application consolidation and leveraging newly delivered business features.

MARION COUNTY FY 2019-20 BUDGET
BY DEPARTMENT
INFORMATION TECHNOLOGY

2: Customer Service

Definition and Purpose

Indicators for customer service measure our ability to provide timely, consistent, and business-relevant services that support our customers as they deliver county services.

Measurements include tickets received and completed and customer satisfaction as captured upon completion of an IT service request.

Significance

This key indicator was chosen to indicate trends in customer satisfaction and supports county Goal #1: Provide efficient, effective, and responsive government through stewardship and accountability.

Data Units Calendar Year

Total customer tickets

CY 2015 Actual	CY 2016 Actual	CY 2017 Actual	CY 2018 Actual	CY 2019 Estimate
13,334	15,030	18,000	17,369	18,000

Average customer response (5 is Maximum)

CY 2015 Actual	CY 2016 Actual	CY 2017 Actual	CY 2018 Actual	CY 2019 Estimate
4.8 Very Satisfied	4.83 Very Satisfied	4.88 Very Satisfied	4.88 Very Satisfied	4.88 Very Satisfied

Explanation of Trends and Changes

These indicators give information on our ability to provide service to the county in alignment with the needs of the business. In addition to the customer survey responses, meetings are held with department leadership and IT business managers to review priorities and work activities. Deployment of a new Call Center system alerting users of system outages has contributed to the reduction in duplicate customer tickets.

3: Technology Health

Definition and Purpose

Indicators for technology health measure the department's ability to provide services via applications, web services, and access to systems. Measurement is derived through an automated monitoring system that tracks the availability and performance of enterprise class systems for the entire year.

Significance

These indicators show the availability of enterprise systems and mission critical applications in support of county Goal #1: Provide efficient, effective, and responsive government through stewardship and accountability.

Data Units Fiscal Year

Total hours available to use Enterprise Systems / All potential hours per year = % uptime

FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Estimate	FY 19-20 Estimate
99.53%	99.84%	99.87%	99.81%	99.80%

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

INFORMATION TECHNOLOGY

Explanation of Trends and Changes

These indicators provide information on the health and usage of our systems in terms of employee productivity for both IT and users, with a goal of sustaining system availability of 99.5% or greater based on industry metrics for governmental entities. The 0.07% decrease is attributed to end-of-life equipment failures affecting network equipment, as well as unplanned legacy system outages for Health and Human Services and the Sheriff's Office. These legacy systems are planned for replacement and will continue to be an operational risk until completed.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

INFORMATION TECHNOLOGY

Resources by Fund Detail				
580 - Central Services	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Charges for Services				
341620 User Fees	3,765	2,075	7,935	7,935
344250 Telephone Use Reimbursement	82,314	89,640	76,450	76,450
344999 Other Reimbursements	0	20	0	0
347101 Central Svcs to Other Agencies	0	313	0	0
Charges for Services Total	86,079	92,047	84,385	84,385
Admin Cost Recovery				
411400 Information Tech Allocation	6,263,466	6,310,118	8,913,479	9,836,315
411410 FIMS Allocation	2,651,094	2,570,933	1,851,385	1,733,011
Admin Cost Recovery Total	8,914,560	8,881,051	10,764,864	11,569,326
Other Revenues				
371000 Miscellaneous Income	39	7,063	0	0
Other Revenues Total	39	7,063	0	0
General Fund Transfers				
381100 Transfer from General Fund	0	22,100	253,813	0
General Fund Transfers Total	0	22,100	253,813	0
Central Services Total	9,000,679	9,002,261	11,103,062	11,653,711
Information Technology Grand Total	9,000,679	9,002,261	11,103,062	11,653,711

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

INFORMATION TECHNOLOGY

Requirements by Fund Detail

580 - Central Services	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Personnel Services				
Salaries and Wages				
511020 Salaries and Wages Budget Only	0	0	(310,586)	0
511110 Regular Wages	3,717,191	3,656,767	5,080,070	5,224,165
511120 Temporary Wages	12,569	18,731	10,658	0
511130 Vacation Pay	267,209	251,481	0	0
511140 Sick Pay	155,932	222,767	0	0
511150 Holiday Pay	196,428	198,820	0	0
511160 Comp Time Pay	3,343	3,429	0	0
511180 Differential Pay	4	0	0	0
511210 Compensation Credits	107,587	94,983	87,931	85,492
511220 Pager Pay	38,820	38,105	39,000	39,000
511240 Leave Payoff	26,804	47,488	0	0
511280 Cell Phone Pay	3,176	2,656	2,580	0
511290 Health Insurance Waiver Pay	5,928	5,014	4,800	4,800
511420 Premium Pay	31,470	21,914	20,000	14,470
Salaries and Wages Total	4,566,463	4,562,155	4,934,453	5,367,927
Fringe Benefits				
512010 Fringe Benefits Budget Only	0	0	(178,455)	4,918
512110 PERS	670,827	805,328	998,366	1,219,671
512120 401K	26,383	25,334	31,221	36,751
512130 PERS Debt Service	246,718	250,186	310,373	281,669
512200 FICA	343,147	340,694	393,305	403,090
512310 Medical Insurance	774,539	790,789	932,616	984,049
512320 Dental Insurance	76,254	73,738	92,690	97,825
512330 Group Term Life Insurance	7,920	7,927	9,616	9,840
512340 Long Term Disability Insurance	15,827	15,694	21,556	22,045
512400 Unemployment Insurance	16,873	14,580	19,148	19,684
512520 Workers Comp Insurance	1,496	1,334	1,871	1,905
512600 Wellness Program	2,158	2,115	2,440	2,520
512610 Employee Assistance Program	1,576	1,564	1,666	2,132
512700 County HSA Contributions	12,350	13,218	12,350	15,600
Fringe Benefits Total	2,196,068	2,342,500	2,648,763	3,101,699
Personnel Services Total	6,762,531	6,904,655	7,583,216	8,469,626
Materials and Services				
Supplies				
521010 Office Supplies	6,128	5,992	6,000	6,000
521070 Departmental Supplies	10,727	8,330	10,000	10,000

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

INFORMATION TECHNOLOGY

580 - Central Services	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Materials and Services				
521210 Gasoline	1,438	1,294	1,150	1,150
Supplies Total	18,293	15,616	17,150	17,150
Materials				
522110 Batteries	1,230	0	2,000	7,000
522140 Small Tools	1,014	138	0	0
522150 Small Office Equipment	10,132	4,881	5,500	5,000
522160 Small Departmental Equipment	2,565	5,747	7,000	0
522170 Computers Non Capital	216,148	125,279	330,145	337,606
522180 Software	35,371	23,236	33,355	24,100
Materials Total	266,460	159,281	378,000	373,706
Communications				
523010 Telephone Equipment	11,189	1,430	1,500	1,500
523015 Video Security Equipment	8,320	0	85,865	85,865
523020 Phone and Communication Svcs	154,459	150,647	174,000	156,000
523040 Data Connections	8,440	7,379	9,000	28,840
523050 Postage	16	27	100	100
523060 Cellular Phones	7,907	8,873	10,107	13,861
523090 Long Distance Charges	923	(265)	14,900	5,851
Communications Total	191,255	168,091	295,472	292,017
Utilities				
524010 Electricity	24,775	25,013	33,602	28,544
524020 Street Light Electricity	19	21	0	22
524040 Natural Gas	2,019	1,803	0	2,093
524050 Water	608	572	0	512
524070 Sewer	1,268	1,203	0	1,204
524090 Garbage Disposal and Recycling	3,742	3,908	3,200	7,377
Utilities Total	32,430	32,521	36,802	39,752
Contracted Services				
525110 Consulting Services	0	0	0	0
525360 Public Works Services	743	0	0	0
525450 Subscription Services	48,771	78,141	56,108	193,180
525510 Legal Services	5,397	188	0	0
525710 Printing Services	0	46	0	50
525715 Advertising	0	915	500	1,000
525999 Other Contracted Services	37,749	58,552	707,395	128,650
Contracted Services Total	92,660	137,842	764,003	322,880
Repairs and Maintenance				
526011 Dept Equipment Maintenance	2,177	151	5,900	5,900

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

INFORMATION TECHNOLOGY

580 - Central Services	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Materials and Services				
526020 Computer Hardware Maintenance	101,959	111,047	137,364	198,565
526021 Computer Software Maintenance	973,985	904,525	1,162,760	1,217,050
526022 Telephone Maintenance	10,305	8,444	32,000	32,000
526030 Building Maintenance	4,023	3,325	1,000	1,000
Repairs and Maintenance Total	1,092,449	1,027,491	1,339,024	1,454,515
Rentals				
527110 Fleet Leases	10,944	10,668	11,484	11,484
527120 Motor Pool Mileage	2,304	1,546	2,400	2,400
527130 Parking	138	254	1,320	0
527140 County Parking	3,960	3,960	2,640	3,960
527200 Building Rental County	26,509	21,202	26,516	26,516
527240 Condo Assn Assessments	23,366	23,419	23,971	23,903
527300 Equipment Rental	7,948	9,489	11,300	11,300
Rentals Total	75,169	70,538	79,631	79,563
Miscellaneous				
529110 Mileage Reimbursement	553	546	1,000	1,000
529120 Commercial Travel	1,399	5,311	14,850	4,200
529130 Meals	397	1,130	2,750	1,800
529140 Lodging	5,985	7,634	8,000	7,522
529210 Meetings	0	304	300	300
529220 Conferences	360	596	8,800	4,000
529230 Training	47,916	46,993	82,243	56,600
529300 Dues and Memberships	467	809	976	175
529650 Pre Employment Costs	28	0	0	0
Miscellaneous Total	57,106	63,323	118,919	75,597
Materials and Services Total	1,825,822	1,674,703	3,029,001	2,655,180
Administrative Charges				
611100 County Admin Allocation	79,814	80,875	97,047	109,186
611210 Facilities Mgt Allocation	73,960	79,112	81,427	92,634
611220 Custodial Allocation	52,213	56,454	61,773	65,842
611230 Courier Allocation	3,417	2,887	2,718	2,901
611250 Risk Management Allocation	9,878	11,122	12,624	13,179
611255 Benefits Allocation	15,903	16,746	18,384	18,991
611260 Human Resources Allocation	60,748	60,372	74,252	82,169
611300 Legal Services Allocation	7,901	9,605	13,077	14,327
611600 Finance Allocation	53,227	58,234	71,711	79,050
611800 MCBEE Allocation	6,865	1,996	7,133	5,826
614100 Liability Insurance Allocation	29,800	26,800	32,300	26,700
614200 WC Insurance Allocation	18,600	18,700	18,399	18,100
Administrative Charges Total	412,326	422,903	490,845	528,905

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

INFORMATION TECHNOLOGY

Central Services Total	9,000,679	9,002,261	11,103,062	11,653,711
Information Technology Grand Total	9,000,679	9,002,261	11,103,062	11,653,711

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

JUSTICE COURT

JUSTICE COURT



MISSION STATEMENT

Providing a forum for the fair and impartial adjudication of court cases and traffic citations.

GOALS AND OBJECTIVES

Goal 1 Provide for impartial hearing of court cases in an efficient manner.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

JUSTICE COURT

DEPARTMENT OVERVIEW

The Justice Court hears minor traffic offenses, small civil claims (\$10,000 or less), county ordinance violations, fish and game violations and boating offenses.

The Court's staff is bilingual in English and Spanish to better meet the communication needs of Marion County's diverse population.

RESOURCE AND REQUIREMENT SUMMARY

Justice Court	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
General Fund Transfers	809,893	823,563	1,001,279	1,014,175	1.3%
TOTAL RESOURCES	809,893	823,563	1,001,279	1,014,175	1.3%
REQUIREMENTS					
Personnel Services					
Salaries and Wages	345,836	350,333	388,285	413,149	6.4%
Fringe Benefits	217,870	234,529	272,138	285,191	4.8%
Total Personnel Services	563,706	584,862	660,423	698,340	5.7%
Materials and Services					
Supplies	6,604	6,098	6,650	6,650	0.0%
Materials	3,207	2,503	1,500	1,500	0.0%
Communications	5,031	4,378	4,204	4,204	0.0%
Utilities	8,757	8,792	10,200	10,200	0.0%
Contracted Services	27,877	17,619	27,955	28,355	1.4%
Repairs and Maintenance	1,511	170	3,500	2,500	-28.6%
Rentals	72,705	74,766	78,440	80,780	3.0%
Insurance	100	100	100	100	0.0%
Miscellaneous	2,535	5,686	7,585	7,685	1.3%
Total Materials and Services	128,327	120,112	140,134	141,974	1.3%
Administrative Charges	117,860	118,588	200,722	173,861	-13.4%
TOTAL REQUIREMENTS	809,893	823,563	1,001,279	1,014,175	1.3%
FTE	8.00	8.00	8.00	8.00	0.0%

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

JUSTICE COURT

FUNDS

Fund Name	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	% of Total
RESOURCES					
FND 100 General Fund	809,893	823,563	1,001,279	1,014,175	100.0%
TOTAL RESOURCES	809,893	823,563	1,001,279	1,014,175	100.0%
REQUIREMENTS					
FND 100 General Fund	809,893	823,563	1,001,279	1,014,175	100.0%
TOTAL REQUIREMENTS	809,893	823,563	1,001,279	1,014,175	100.0%

PROGRAMS

	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Marion County Justice Court	809,893	823,563	1,001,279	1,014,175	1.3%
TOTAL RESOURCES	809,893	823,563	1,001,279	1,014,175	1.3%
REQUIREMENTS					
Marion County Justice Court	809,893	823,563	1,001,279	1,014,175	1.3%
TOTAL REQUIREMENTS	809,893	823,563	1,001,279	1,014,175	1.3%

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

JUSTICE COURT

Marion County Justice Court Program

- Adjudicates claims and resolves traffic offenses, Oregon weight record and tax identifier violations and fish and wildlife violations.
- The court has juries to hear civil cases less than \$10,000.

Program Summary

Justice Court

Program: Marion County Justice Court

	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
General Fund Transfers	809,893	823,563	1,001,279	1,014,175	1.3%
TOTAL RESOURCES	809,893	823,563	1,001,279	1,014,175	1.3%
REQUIREMENTS					
Personnel Services	563,706	584,862	660,423	698,340	5.7%
Materials and Services	128,327	120,112	140,134	141,974	1.3%
Administrative Charges	117,860	118,588	200,722	173,861	-13.4%
TOTAL REQUIREMENTS	809,893	823,563	1,001,279	1,014,175	1.3%
FTE	8.00	8.00	8.00	8.00	0.0%

FTE By Position Title By Program

Program: Marion County Justice Court	
Position Title	FTE
Department Specialist 2	4.00
Department Specialist 2 (Bilingual)	1.00
Department Specialist 3 (Bilingual)	1.00
Justice of the Peace	1.00
Office Manager	1.00
Program Marion County Justice Court FTE Total:	8.00

Marion County Justice Court Program Budget Justification

REQUIREMENTS

The implementation of the court security and the body scanner has been completed and is operating successfully.

Personnel Services has increased due to the following: Negotiated COLA increases, PERS rates, Health Insurance, and regular merit step increases.

Materials and Services has increased due to the annual increase in the building rental lease.

MARION COUNTY FY 2019-20 BUDGET
BY DEPARTMENT
JUSTICE COURT

KEY DEPARTMENT ACCOMPLISHMENTS

- The court is operating efficiently with all of the staff in one location.
- Spanish assistance is available to the public through the help of two full-time bilingual clerks.
- The paperless system which was instituted July 1, 2016 is fully functioning for cases filed on or after that date. Staff is currently working on inputting cases prior to that date as time allows. Staff are also working on archiving and shredding older cases. The open cases are scanned and saved into the paperless system called Oregon Records Management Solution (ORMS).

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

JUSTICE COURT

KEY INDICATORS

1: Volume of Citations Processed

Definition and Purpose

The number of citations processed is an indicator of the volume of work that the Justice Court produces during the calendar year.

Significance

Traffic enforcement reduces accidents and helps prevent fatalities, keeping our community safe. This indicator ties to the Marion County strategic priority for Public Safety, Goal #3: Pursue a safe and secure community by protecting the people, property, and economy of Marion County.

Data Units Calendar Year

Marion County Justice Court

CY 2016 Actual	CY 2017 Actual	CY 2018 Actual	CY 2019 Estimate	CY 2020 Estimate
20,816	20,783	19,687	20,000	20,000

Explanation of Trends and Changes

The number of citations processed by the court has remained the same for the past three years. The estimates for future citations are continuing at the same rate as we have seen in the past.

The volume of citations processed by the court is a direct result of the volume generated by the Marion County Traffic Team with some influence by the Motor Carrier Enforcement Officers from the I-5 weighstation.

2: Amount of Fines Collected

Definition and Purpose

The amount of traffic fines collected is an indicator of the volume of work that the Justice Court produces during the calendar year.

Significance

Traffic enforcement reduces accidents and helps prevent fatalities, keeping our community safe. This indicator ties to the Marion County strategic priority for Public Safety, Goal #3: Pursue a safe and secure community by protecting the people, property, and economy of Marion County.

Data Units Calendar Year

Marion County Justice Court

CY 2016 Actual	CY 2017 Actual	CY 2018 Actual	CY 2019 Estimate	CY 2020 Estimate
\$4,192,836	\$4,244,000	\$4,292,147	\$4,300,000	\$4,300,000

Explanation of Trends and Changes

Amount of fines collected has followed the same trend with a slight increase each year.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

JUSTICE COURT

Resources by Fund Detail

100 - General Fund	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
General Fund Transfers				
381100 Transfer from General Fund	809,893	823,563	1,001,279	1,014,175
General Fund Transfers Total	809,893	823,563	1,001,279	1,014,175
General Fund Total	809,893	823,563	1,001,279	1,014,175
Justice Court Grand Total	809,893	823,563	1,001,279	1,014,175

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

JUSTICE COURT

Requirements by Fund Detail

100 - General Fund	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Personnel Services				
Salaries and Wages				
511110 Regular Wages	288,916	295,995	374,473	396,841
511120 Temporary Wages	2,058	0	0	0
511130 Vacation Pay	16,121	14,966	0	0
511140 Sick Pay	9,831	11,346	0	0
511150 Holiday Pay	14,063	13,433	0	0
511160 Comp Time Pay	830	498	0	0
511180 Differential Pay	283	159	0	0
511210 Compensation Credits	11,572	10,262	10,512	10,908
511240 Leave Payoff	191	1,182	0	0
511270 Leadworker Pay	135	321	0	0
511280 Cell Phone Pay	181	181	300	0
511290 Health Insurance Waiver Pay	0	600	0	2,400
511420 Premium Pay	1,656	1,390	3,000	3,000
Salaries and Wages Total	345,836	350,333	388,285	413,149
Fringe Benefits				
512110 PERS	49,122	68,794	74,303	94,129
512120 401K	8,671	8,839	8,904	9,167
512130 PERS Debt Service	12,791	15,645	23,098	21,738
512200 FICA	25,867	25,913	29,037	30,926
512310 Medical Insurance	106,984	102,293	122,952	113,232
512320 Dental Insurance	10,523	9,476	9,360	11,256
512330 Group Term Life Insurance	636	566	704	738
512340 Long Term Disability Insurance	1,325	1,235	1,579	1,655
512400 Unemployment Insurance	1,275	1,120	1,425	1,518
512520 Workers Comp Insurance	194	180	240	240
512600 Wellness Program	278	269	320	320
512610 Employee Assistance Program	203	199	216	272
Fringe Benefits Total	217,870	234,529	272,138	285,191
Personnel Services Total	563,706	584,862	660,423	698,340
Materials and Services				
Supplies				
521010 Office Supplies	6,604	5,223	6,000	6,000
521190 Publications	0	875	650	650
Supplies Total	6,604	6,098	6,650	6,650
Materials				
522150 Small Office Equipment	3,207	2,503	1,500	1,500
Materials Total	3,207	2,503	1,500	1,500

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

JUSTICE COURT

100 - General Fund	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Materials and Services				
Communications				
523020 Phone and Communication Svcs	418	207	200	200
523040 Data Connections	2,098	2,098	2,110	2,110
523050 Postage	1,800	1,400	1,200	1,200
523060 Cellular Phones	658	622	624	624
523090 Long Distance Charges	57	52	70	70
Communications Total	5,031	4,378	4,204	4,204
Utilities				
524010 Electricity	5,934	6,089	6,600	6,600
524040 Natural Gas	2,238	2,096	3,000	3,000
524090 Garbage Disposal and Recycling	585	608	600	600
Utilities Total	8,757	8,792	10,200	10,200
Contracted Services				
525175 Temporary Staffing	9,339	0	0	0
525350 Janitorial Services	4,344	4,344	4,600	5,425
525540 Witnesses	0	0	95	95
525555 Security Services	240	505	7,620	7,620
525710 Printing Services	954	452	700	500
525735 Mail Services	1,368	1,400	1,000	1,000
525740 Document Disposal Services	832	764	1,000	1,000
525770 Interpreters and Translators	5,870	6,083	6,500	6,500
525999 Other Contracted Services	4,929	4,072	6,440	6,215
Contracted Services Total	27,877	17,619	27,955	28,355
Repairs and Maintenance				
526011 Dept Equipment Maintenance	0	0	1,500	1,500
526030 Building Maintenance	1,511	170	2,000	1,000
Repairs and Maintenance Total	1,511	170	3,500	2,500
Rentals				
527120 Motor Pool Mileage	90	97	500	500
527210 Building Rental Private	72,435	73,885	75,440	78,280
527300 Equipment Rental	179	784	2,500	2,000
Rentals Total	72,705	74,766	78,440	80,780
Insurance				
528210 Public Official Bonds	100	100	100	100
Insurance Total	100	100	100	100
Miscellaneous				
529110 Mileage Reimbursement	335	1,065	700	700
529130 Meals	116	273	300	400
529140 Lodging	302	1,946	3,000	3,000
529210 Meetings	0	0	200	200

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

JUSTICE COURT

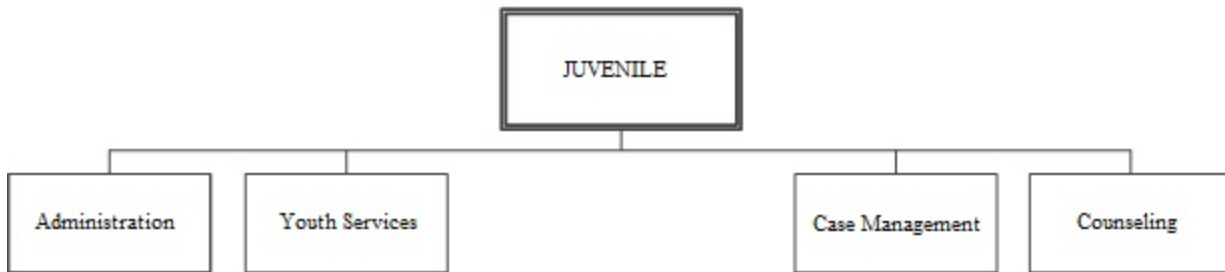
100 - General Fund	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Materials and Services				
529220 Conferences	855	1,300	2,000	2,000
529230 Training	300	20	60	60
529300 Dues and Memberships	543	1,002	1,325	1,325
529650 Pre Employment Costs	85	80	0	0
Miscellaneous Total	2,535	5,686	7,585	7,685
Materials and Services Total	128,327	120,112	140,134	141,974
Administrative Charges				
611100 County Admin Allocation	9,362	9,195	10,461	11,297
611230 Courier Allocation	479	398	362	379
611250 Risk Management Allocation	898	1,002	1,070	1,089
611255 Benefits Allocation	2,232	2,310	2,451	2,484
611260 Human Resources Allocation	8,526	8,327	9,900	10,748
611300 Legal Services Allocation	1,538	2,062	1,623	2,133
611400 Information Tech Allocation	25,651	25,840	31,977	31,134
611410 FIMS Allocation	10,914	10,215	9,243	9,779
611420 Telecommunications Allocation	5,520	5,978	5,955	5,917
611430 Info Tech Direct Charges	23,949	27,589	97,277	70,147
611600 Finance Allocation	21,510	19,121	21,580	21,906
611800 MCBEE Allocation	624	174	577	440
612100 IT Equipment Use Charges	2,257	2,277	3,946	2,708
614100 Liability Insurance Allocation	2,700	2,400	2,700	2,200
614200 WC Insurance Allocation	1,700	1,700	1,600	1,500
Administrative Charges Total	117,860	118,588	200,722	173,861
General Fund Total	809,893	823,563	1,001,279	1,014,175
Justice Court Grand Total	809,893	823,563	1,001,279	1,014,175

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

JUVENILE

JUVENILE



MISSION STATEMENT

Improve public safety by working with parents, guardians, youth and the community, to provide youth accountability, and opportunities for positive change.

GOALS AND OBJECTIVES

- Goal 1 Gather, analyze, and provide data to inform and drive policy and practice in order to achieve safe communities and positive youth outcomes.
- Objective 1 Implement the plan to use of Juvenile Justice Information System (JJIS) in an expanded role to store and collect data for program service and evaluation, therefore minimizing or eliminating the need to utilize multiple programs that are currently used for this purpose.
 - Objective 2 Identify the programming needs for the Alternative Program data system and work with Information Technology to implement a sustainable program to replace the current system as it relates to scheduling, financials, referrals, and tracking of work hours for youth.
 - Objective 3 Continue to provide relevant data to employees in order to guide decision making and to identify resources for youth that have the greatest impact on the reduction of youth risk and recidivism.
- Goal 2 Implement data-driven, trauma-informed, culturally and gender-specific evidence-based programs and practices associated with positive youth development, criminogenic risk reduction, and public safety.
- Objective 1 Effectively and clearly communicate the department goals and expectations around programming and service delivery to staff through the use of direct and open discussion and informative and detailed emails. Staff competency and quality assurance will be supported by providing training with practical applications.
 - Objective 2 The new Research, Data and Evaluation Unit will review every program for evidence-based or promising practices, as well as, effective interventions to enhance criminogenic risk reduction and youth positive behavior change.
 - Objective 3 Continue to ensure fidelity through direct reviews of groups, practices, and programs by using skilled trainers, clinical oversight, and support.
 - Objective 4 Ensure that the newly established Training Advisory Committee has the resources it needs to implement their planned trainings and opportunities so that staff can practically implement the strategies they have learned through those trainings.
- Goal 3 Create a purposeful strategy that facilitates, challenges, and supports positive changes in the lives of the youth referred to the Juvenile Department and to equip them with the skills to engage in pro-social activities, emotionally regulate, problem solve, and make positive decisions.
- Objective 1 Utilize and improve the partnership with mental health services to access wraparound support for the entire family.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

JUVENILE

- Objective 2 Continue to encourage the department mindset that focuses on intervention and services for every youth. That will address the goals, objectives, and actions within the youth's case plan, and is consistently reinforced by every program, intervention, and service, allowing the youth to practice and build competencies.
- Objective 3 Engage in the Contingency Management research project with Oregon Social Learning Center to increase resources to address significant substance abuse and dual diagnosis issues among the youth we serve, while working with their families.
- Goal 4 Ensure equitable access and fair treatment of all youth.
- Objective 1 Continue to develop strategies and support local and department programs that will help to reduce disproportionality of diverse populations.
- Objective 2 Prioritize partnerships with community and government agencies to ensure that youth with significant mental health issues or developmental disabilities are staffed and targeted for appropriate interventions and placements.
- Objective 3 Continue to ensure that bilingual services and staff are available to assist youth and families to find resources that will help to deter them from entering further into the Juvenile Justice system.
- Goal 5 Increase the educational and vocational success of youth and skill development for career employment readiness.
- Objective 1 Continue to develop competencies and certifications at Alternative Programs so that youth who leave the program will have applicable high school credits and identified skills that are transferable to community jobs.
- Objective 2 Develop relationships with colleges, business leaders, and community organizations to increase transition opportunities for youth to obtain employment skills, jobs, and advanced degrees.
- Goal 6 Maximize opportunities for youth to earn and pay timely restitution owed to those they have harmed.
- Objective 1 Continue to explore expansion of current work capacity opportunities for youth, differing types of skills and jobs, and community partnerships.
- Objective 2 Research, Data, and Evaluation Unit will evaluate the processes within Alternative Programs that relate to restitution, to ensure they are efficient and cost effective.
- Goal 7 Ensure operational efficiencies.
- Objective 1 Continue refining systems to provide review, evaluation, and accountability for resource allocations and expenditures.
- Objective 2 Continue policy and procedure development and oversight of accountability of purchasing, property management, and loss control practices.
- Objective 3 Maximize collection of Title IV-E reimbursement funds and evaluate opportunities to increase revenue.
- Objective 4 Complete construction of new Juvenile Department administrative building and ensure that the layout and environment enhances and supports the partnerships and operations of effective service delivery.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

JUVENILE

DEPARTMENT OVERVIEW

Most juveniles are referred to the Juvenile Department by police officers throughout the county; however, youth nine to thirteen can be referred by nonprofits, schools, and parents to the department's voluntary Juvenile Crime Prevention Family Support Program.

Juveniles are referred for crimes or violations through a police report or physically brought by police to Detention for more serious crimes. The Juvenile Department implements evidence-based, promising practices, and effective interventions to address youth behaviors, reduce risk factors, and build protective factors. Our goal is to not only hold juveniles accountable for their actions but to also help redirect them towards positive outcomes through attitude and behavior change that promote public safety and youth success. A juvenile might appear before a judge, undergo informal processing at the department, or enter into a community diversion program such as peer courts. Once a judge orders probation, juveniles are supervised in the community by Juvenile Probation Officers. Timely payment of restitution to victims is a critical component of accountability and a strong value of the department.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

JUVENILE

RESOURCE AND REQUIREMENT SUMMARY

Juvenile	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Intergovernmental Federal	483,438	329,190	429,800	270,400	-37.1%
Intergovernmental State	1,102,287	1,091,237	1,197,389	1,184,308	-1.1%
Charges for Services	796,666	965,605	785,853	750,940	-4.4%
Interest	1,749	5,654	0	0	n.a.
Other Revenues	4,528	4,260	4,000	4,000	0.0%
General Fund Transfers	10,695,968	11,092,660	12,468,029	13,014,942	4.4%
Other Fund Transfers	150,000	151,505	177,334	151,154	-14.8%
Net Working Capital	566,795	1,001,382	968,036	956,300	-1.2%
TOTAL RESOURCES	13,801,433	14,641,493	16,030,441	16,332,044	1.9%
REQUIREMENTS					
Personnel Services					
Salaries and Wages	6,522,463	6,843,645	7,548,377	7,625,104	1.0%
Fringe Benefits	3,439,838	3,879,037	4,164,800	4,617,249	10.9%
Total Personnel Services	9,962,301	10,722,681	11,713,177	12,242,353	4.5%
Materials and Services					
Supplies	149,181	153,049	155,201	148,451	-4.3%
Materials	149,888	144,728	139,789	146,811	5.0%
Communications	24,507	20,420	36,602	31,967	-12.7%
Utilities	197,202	194,108	195,204	200,126	2.5%
Contracted Services	407,355	477,356	681,738	573,309	-15.9%
Repairs and Maintenance	50,024	75,754	65,746	70,457	7.2%
Rentals	89,287	88,593	93,772	83,808	-10.6%
Insurance	2,465	2,370	3,084	3,084	0.0%
Miscellaneous	202,997	180,885	217,689	171,852	-21.1%
Total Materials and Services	1,272,907	1,337,264	1,588,825	1,429,865	-10.0%
Administrative Charges	1,564,842	1,520,723	1,840,398	1,883,590	2.3%
Transfers Out	0	92,660	19,773	0	-100.0%
Contingency	0	0	354,832	331,710	-6.5%
Ending Fund Balance	0	0	513,436	444,526	-13.4%
TOTAL REQUIREMENTS	12,800,051	13,673,328	16,030,441	16,332,044	1.9%
FTE	105.10	107.60	108.21	108.21	0.0%

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

JUVENILE

FUNDS

Fund Name	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	% of Total
RESOURCES					
FND 100 General Fund	9,772,098	10,109,123	12,389,185	13,014,942	79.7%
FND 125 Juvenile Grants	4,029,335	4,532,370	3,641,256	3,317,102	20.3%
TOTAL RESOURCES	13,801,433	14,641,493	16,030,441	16,332,044	100.0%
REQUIREMENTS					
FND 100 General Fund	9,772,098	10,109,123	12,389,185	13,014,942	79.7%
FND 125 Juvenile Grants	3,027,953	3,564,206	3,641,256	3,317,102	20.3%
TOTAL REQUIREMENTS	12,800,051	13,673,328	16,030,441	16,332,044	100.0%

PROGRAMS

	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Juvenile Case Management	4,801,304	5,064,554	5,217,287	4,494,982	-13.8%
Juvenile Youth Services	6,885,825	7,372,058	8,079,620	8,293,846	2.7%
Juvenile Counseling	460,306	604,310	964,437	1,528,247	58.5%
JU Administration	1,653,997	1,600,570	1,769,097	2,014,969	13.9%
TOTAL RESOURCES	13,801,433	14,641,493	16,030,441	16,332,044	1.9%
REQUIREMENTS					
Juvenile Case Management	3,926,750	4,240,933	5,217,287	4,494,982	-13.8%
Juvenile Youth Services	6,782,077	7,253,284	8,079,620	8,293,846	2.7%
Juvenile Counseling	460,306	604,310	964,437	1,528,247	58.5%
JU Administration	1,630,918	1,574,802	1,769,097	2,014,969	13.9%
TOTAL REQUIREMENTS	12,800,051	13,673,328	16,030,441	16,332,044	1.9%

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

JUVENILE

Juvenile Case Management Program

- Juvenile Crime Prevention Family Support Program provides a voluntary early intervention service for youth nine to thirteen within the context of working with the youth and their families. Youth are referred by school personnel, law enforcement, social service agencies, or self referred by families. The program works to support the family system and relationships to prevent or minimize involvement in the juvenile justice system.
- Families are supported in family function and relationships, holding youth accountable, providing appropriate structure, limit setting, consequences and rewards, and assistance in accessing treatment resources for family counseling, substance abuse, and mental health issues, as necessary.
- Police referrals alleging law violation or criminal offenses are assessed by Juvenile Probation Officers using a validated risk assessment to determine the level of intervention, supervision, and support required to reduce risk factors and enhance positive attitudes, values, beliefs, and behaviors. A case plan is developed with the youth and family to create a road map of goals and actions within the risk domains of substance abuse, family functioning, education, negative peer associations, and attitudes, values, and beliefs.
- Probation Officers hold youth accountable, support victim rights, and enforce payment of restitution. Behavior change is facilitated through the use of evidence-based, promising practices, or effective interventions that develop skills and personal responsibility while considering trauma experiences and adolescent development.
- The basis of probation in Marion County is the use of Effective Practices in Community Supervision (EPICS) which challenges attitudes, values, and beliefs and facilitates problem solving, decision making, and emotional regulation.
- Education Advocates engage youth in the Juvenile Department's Education Program by advocating for appropriate education accommodations, providing support, skill building, and services for credit recovery; thereby improving attendance, behavior, grades, and overall educational success.

Program Summary

Juvenile

Program: Juvenile Case Management

	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Intergovernmental Federal	479,238	183,940	106,045	0	-100.0%
Intergovernmental State	225,782	221,651	260,075	242,119	-6.9%
Charges for Services	44,412	39,142	40,700	38,200	-6.1%
General Fund Transfers	3,523,115	3,714,425	4,004,418	4,107,865	2.6%
Other Fund Transfers	21,161	30,841	101,556	88,159	-13.2%
Net Working Capital	507,596	874,554	704,493	18,639	-97.4%
TOTAL RESOURCES	4,801,304	5,064,554	5,217,287	4,494,982	-13.8%
REQUIREMENTS					
Personnel Services	3,246,353	3,534,810	3,783,763	3,827,146	1.1%
Materials and Services	140,452	104,516	204,371	91,393	-55.3%
Administrative Charges	539,945	508,946	587,167	576,443	-1.8%
Transfers Out	0	92,660	0	0	n.a.
Contingency	0	0	128,550	0	-100.0%
Ending Fund Balance	0	0	513,436	0	-100.0%
TOTAL REQUIREMENTS	3,926,750	4,240,933	5,217,287	4,494,982	-13.8%
FTE	33.32	33.82	33.82	33.32	-1.5%

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

JUVENILE

FTE By Position Title By Program

Program: Juvenile Case Management	
Position Title	FTE
Department Specialist 2	0.22
Department Specialist 2 (Bilingual)	2.00
Education Services Advocate	2.00
Education Services Advocate (Bilingual)	2.00
Family Support Specialist	1.00
Family Support Specialist (Bilingual)	1.00
Juvenile Probation Case Aide (Bilingual)	1.00
Juvenile Probation Officer	13.00
Juvenile Probation Officer (Bilingual)	9.00
Juvenile Program Supervisor	2.10
Program Juvenile Case Management FTE Total:	33.32

- In addition to the above there are 0.50 FTE temporary positions.

FTE Changes

There is a decrease of 0.50 FTE from moving a 0.50 FTE Management Analyst 2 position from the Case Management Program to the Administrative Program.

Juvenile Case Management Program Budget Justification

RESOURCES

There is a decrease in Intergovernmental Federal resources from Title IV-E Reimbursement. These resources are now being accounted for in the Counseling program.

There is a decrease in Intergovernmental State resources. This is from a Oregon Youth Authority (OYA) Individualized Services biennium contract. FY 2019-20 is the first year of a new contract and less is budgeted in the first year.

There is a decrease in Other Fund Transfers. This is from a decrease in Criminal Justice Assessment revenue being used to fund positions in Probation and Family Support Program.

There is a significant decrease in Net Working Capital. This is primarily from moving Title IV-E Net Working Capital to the Counseling Program. Title VI-E will no longer be tracked in the Juvenile Case Management Program.

REQUIREMENTS

The increase in Personnel Services is due to market adjustments to Probation Officer's salaries, 2% COLA, and related fringe benefits increases.

There is a significant decrease in Material and Services. This is primarily from moving contract payments to the State of Oregon and Justice Benefits, Inc. for processing Title IV-E revenue to the Counseling Program. There are reductions in OYA Individualized Services contracts as discussed in Intergovernmental State resources.

There is a significant decrease in Contingency and Ending Fund Balance. This is from moving Title IV-E revenue and expenditures to the Counseling program.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

JUVENILE

Juvenile Youth Services Program

- The thirty-two bed detention facility provides secure custody for youth accused of acts which, if committed by adults, would constitute a crime. Youth who can be detained are pre-adjudicated and pose a public safety risk, are at risk to not appear for court appearances, are charged with a Measure 11 offense, or youth post adjudication serving a sanction for violation of a condition of court-ordered probation supervision.
- Detention provides a structured environment that emphasizes personal responsibility through modeling, teaching, and providing opportunities to practice skills for effective communication, problem solving, emotional regulation, and decision making.
- Guaranteed Attendance Program (GAP) is a ninety-day voluntary residential shelter care program that serves as an alternative to Detention, diversion from placement in a youth correctional or residential treatment facility, and temporary out-of-home placement while appropriate placements are considered.
- GAP utilizes and teaches youth the Dialectical Behavioral Therapy (DBT) model of behavior change and Case Managers teach these same skills to their parents.
- Alternative Programs is an extensive work program providing an opportunity for youth to earn and timely pay restitution owed to victims, complete community service obligations, and gain employment and trade skill competencies.
- Through partnerships with the community, supervised work crews fulfill contracts with city, state, and county agencies. In addition, on campus, metal and wood goods are manufactured and sold in the Fresh Start Market, a coffee, soup, and sandwich business operated by youth learning customer service, barista skills, food preparation, and cash handling.

Program Summary

Juvenile

Program: Juvenile Youth Services

	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Intergovernmental Federal	4,200	87,350	70,926	0	-100.0%
Intergovernmental State	876,505	869,586	937,314	942,189	0.5%
Charges for Services	752,145	926,413	745,153	712,740	-4.3%
Other Revenues	249	291	0	0	n.a.
General Fund Transfers	5,088,166	5,263,876	6,131,705	6,431,842	4.9%
Other Fund Transfers	128,839	120,793	75,778	62,995	-16.9%
Net Working Capital	35,722	103,749	118,744	144,080	21.3%
TOTAL RESOURCES	6,885,825	7,372,058	8,079,620	8,293,846	2.7%
REQUIREMENTS					
Personnel Services	5,336,056	5,770,735	6,141,153	6,414,631	4.5%
Materials and Services	664,069	739,186	756,858	762,369	0.7%
Administrative Charges	781,952	743,362	962,818	985,721	2.4%
Contingency	0	0	218,791	131,125	-40.1%
TOTAL REQUIREMENTS	6,782,077	7,253,283	8,079,620	8,293,846	2.7%
FTE	56.72	58.60	58.21	58.21	0.0%

FTE By Position Title By Program

Program: Juvenile Youth Services	
Position Title	FTE
Alternative Program Worker 2	5.49
Alternative Program Worker 2 (Bilingual)	2.00

MARION COUNTY FY 2019-20 BUDGET
BY DEPARTMENT
JUVENILE

Program: Juvenile Youth Services	
Position Title	FTE
Alternative Program Worker 3	6.00
Assistant Juvenile Supervisor	3.00
Department Specialist 2 (Bilingual)	2.00
Department Specialist 3	2.00
GAP Case Manager	1.00
GAP Case Manager (Bilingual)	1.00
Group Worker 2	19.25
Group Worker 2 (Bilingual)	5.00
Group Worker 2 (Job Share)	1.00
Group Worker 2 (MSR)	6.00
Group Worker 2 (MSR) (Bilingual)	1.00
Juvenile Detention Supervisor	1.00
Juvenile Program Supervisor	2.00
Program Van Driver	0.47
Program Juvenile Youth Services FTE Total:	58.21

- In addition to the above there are 9.60 FTE temporary positions.

Juvenile Youth Services Program Budget Justification

RESOURCES

The decrease in Intergovernmental Federal is due to a \$66,726 reduction of the School Nutrition Program (SNP), which is funded by the United States Department of Agricultural (USDA). The Juvenile department will no longer participate in the SNP program; therefore there it will not receive this USDA funding. The remaining \$4,200 reduction is from the Low Income Energy Assistance Program (LIEAP) that provides fire wood to seniors by Alternative Programs. LIEAP funding is being moved to the General Fund Non-Departmental program.

There is a decrease in Charges for Services, from a decrease in Behavioral Rehabilitation Services (BRS) Medicaid fees and Fresh Start Market revenue. Regarding BRS Federal revenue, the State of Oregon is paid a portion of the BRS Medicaid fees for processing the Federal payments. The rate paid to the State of Oregon increased 1.91%, therefore the revenue decreased.

The General Fund Transfers increase is primarily due to two decision packages in the Youth Services program. The elimination of the USDA Federal resources to our current food program for \$66,726. The second decision package is new washer and dryers for the Detention, \$9,800.

There is a decrease in Other Fund Transfers. This reduction is in the amount received through Criminal Justice Assessments.

There is an increase in Net Working Capital. This is from an increase in Fresh Start Market and Criminal Justice Assessment Net Working Capital and a decrease in Behavioral Rehabilitation Services Net Working Capital.

REQUIREMENTS

The increase in Personnel Services is due to normal step increases and related fringe benefit increases.

There is a net increase in Materials and Services. As noted in Resources, there are two decision packages included in Materials and Services 1) the purchase of washer and dryers for Juvenile Detention and 2) the Juvenile food program.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

JUVENILE

Juvenile Counseling Program

- Counselors provide mental health and suicide/self harm screening for all youth in Detention.
- Provide counseling and mental health crisis services for youth in Detention and consultation with staff and Probation Officers to create interventions and programming to enhance well-being and safety.
- Provide coordination with community agencies providing mental health support and services to assist Probation Officers to develop placements and supports for youth with significant mental health needs.
- Provide individual, group, and family counseling for probation clients in the community who are unable to access community based treatment, as workload allows.

Program Summary

Juvenile	Program: Juvenile Counseling				
	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Intergovernmental Federal	0	57,899	252,829	270,400	6.9%
General Fund Transfers	460,306	546,411	592,578	559,061	-5.7%
Net Working Capital	0	0	119,030	698,786	487.1%
TOTAL RESOURCES	460,306	604,310	964,437	1,528,247	58.5%
REQUIREMENTS					
Personnel Services	375,340	473,959	678,641	668,645	-1.5%
Materials and Services	18,232	42,415	165,339	118,105	-28.6%
Administrative Charges	66,733	87,936	100,684	96,386	-4.3%
Transfers Out	0	0	19,773	0	-100.0%
Contingency	0	0	0	200,585	n.a.
Ending Fund Balance	0	0	0	444,526	n.a.
TOTAL REQUIREMENTS	460,306	604,310	964,437	1,528,247	58.5%
FTE	6.07	6.19	6.19	6.19	0.0%

FTE By Position Title By Program

Program: Juvenile Counseling	
Position Title	FTE
Department Specialist 2	0.29
Family Intervention Therapist	1.00
Family Intervention Therapist (Bilingual)	1.00
Juvenile Program Supervisor	0.90
Mental Health Spec 2	2.00
Mental Health Spec 2 (Bilingual)	1.00
Program Juvenile Counseling FTE Total:	6.19

Juvenile Counseling Program Budget Justification

RESOURCES

There is an increase in Intergovernmental Federal resources from Title IV-E Reimbursement. These resources are used to fund the Equip program. The Equip program will provide intensive interventions to youth and their families, helping to improve family functioning through strengthening relationships and interactions along with improving parenting skills.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

JUVENILE

There is a decrease in General Fund Transfers. See explanation below under Personnel Services.

There is a decrease in Other Fund Transfers from Title IV-E revenue, now being administered through the Counseling program.

REQUIREMENTS

There is a decrease in Personnel Services. The decrease is from the retirement of several staff in this program and hiring new staff at lower steps.

There is a decrease in Materials and Services, notably an \$88,700 decrease in other contracted services. This was caused by completion of a contract with Social Finance and University of Oregon in FY 2018-19. Social Finance tracked the outcomes and data of the Equip program and assisted in service modifications to increase success. The University of Oregon worked with the Juvenile Department to coordinate the oversight of Equip program fidelity by reviewing treatment and skill building sessions and coaching the Equip staff.

The decrease in Transfers Out was a transfer to the Fleet Management Fund for an additional mid-size sedan for the Equip program.

There is an increase in Contingency and Ending Fund Balance from the transfer of Title IV-E from the Juvenile Case Management program to the Counseling program.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

JUVENILE

JU Administration Program

- Establish department vision, goals and objectives, provide leadership, and facilitate training and accountability for effective delivery of services that reduce juvenile risk factors and increase strengths, assets, and skill development for positive youth outcomes.
- Collect and analyze data for evaluation of service delivery, to make policy decisions, and for program and intervention changes to achieve desired outcomes.
- Responsibly manage and account for the department fiscal revenue and expenditures.
- Receive, process, and maintain records in compliance with Oregon Revised Statutes.
- Provide reception and clerical support to customers and all department staff.

Program Summary

Juvenile	Program: JU Administration				
	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Charges for Services	109	50	0	0	n.a.
Interest	1,749	5,654	0	0	n.a.
Other Revenues	4,279	3,969	4,000	4,000	0.0%
General Fund Transfers	1,624,381	1,567,947	1,739,328	1,916,174	10.2%
Other Fund Transfers	0	(129)	0	0	n.a.
Net Working Capital	23,478	23,080	25,769	94,795	267.9%
TOTAL RESOURCES	1,653,997	1,600,570	1,769,097	2,014,969	13.9%
REQUIREMENTS					
Personnel Services	1,004,552	943,177	1,109,620	1,331,931	20.0%
Materials and Services	450,154	451,146	462,257	457,998	-0.9%
Administrative Charges	176,212	180,479	189,729	225,040	18.6%
Contingency	0	0	7,491	0	-100.0%
TOTAL REQUIREMENTS	1,630,918	1,574,802	1,769,097	2,014,969	13.9%
FTE	9.00	9.00	10.00	10.50	5.0%

FTE By Position Title By Program

Program: JU Administration	
Position Title	FTE
Accounting Specialist	1.00
Administrative Services Manager	1.00
Asst Director of Juvenile Department	1.00
Contracts Specialist	1.00
Juvenile Dept Director	1.00
Juvenile Program Supervisor	1.00
Management Analyst 2	1.50
Office Manager	1.00
Records Specialist	2.00
Program JU Administration FTE Total:	10.50

- In addition to the above there is 0.90 FTE temp position that is also budgeted.

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FTE Changes

0.50 FTE Management Analyst 2 was transferred from the Case Management program to the Administration Program - Research, Data, and Evaluation unit.

JU Administration Program Budget Justification

RESOURCES

There is an increase in General Fund Transfers from the expansion of Records into the Research, Data, and Evaluation unit. The department has re-organized its staffing structure to develop a Research, Data, and Evaluation unit. The unit supports the department by individual program evaluation, interpretation of data, and researching correlated national findings for best practice interventions in working with youth. These approaches will help to drive decision making on future funding and services by recommending program adjustments, improvements, and efficiencies.

REQUIREMENTS

There is an increase in Personnel Services, from moving 0.50 FTE Management Analyst from the Juvenile Case Management Program into Administration and the addition of a Juvenile Program Supervisor to manage and develop the Research, Data, and Evaluation unit.

There is an overall decrease in Material and Services, primarily from a decrease in Fleet Leases.

Contingency and Ending Fund Balance increased from the movement of Title IV-E revenue to the Administrative Program.

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KEY DEPARTMENT ACCOMPLISHMENTS

- The EQUIP program was fully implemented and reached full caseload capacity in early 2019. The EQUIP program works with youth and families and offers therapeutic support to challenges that are going on inside the home and offers skills to help youth and parents overcome obstacles.
- The pole barn that houses the new wood mill was completed in early 2019 and mills wood for the carpentry program and local sales. This is a skill based program for county youth.
- The probation unit has engaged in the Contingency Management research project with Oregon Social Learning Center. Contingency Management is an evidence-based alcohol and drug-based treatment that focuses on work with the youth and family in creating opportunities to work together to elicit change.
- The new Juvenile Services Building broke ground in late 2018 and construction continues with an anticipated completion date of early November 2019.
- Partnered with Oregon State University to create opportunities for students to become educated about juvenile delinquency, the services provided, and the processes that occurs at the county level. The department hosted a week long course for students to immerse themselves into our programming and worked with students to have service learning projects that created opportunities for youth and students to engage in a variety of activities.
- The department built on the work from the Evidence Based Decision Making training from last year and implemented goals to create more accuracy in the risk/needs screening tool, have engaged in workgroups around building a statewide resource matrix for best provision of youth services, and have worked with counties that are in the implementation process of a new tool to review the effectiveness of programs.
- The department re-organized its staffing structure to develop a research, data and evaluation unit. The unit supports the department by completing individual program evaluations, interpreting data, and researching national findings for best practice interventions in working with youth. These approaches will help to drive decision making on future funding and services by recommending program adjustments, improvements, and efficiencies.
- Detention re-invented its approach to the youth level system allowing for youth to have greater opportunities to earn positive activities through appropriate behavior.
- Entered into the first co-management agreement with the Oregon Youth Authority to allow for a greater clarity of roles and a smoother, more positive, approach to collaborative work with youth.

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KEY INDICATORS

1: Juvenile Referral Data

Definition and Purpose

Law enforcement refer youth to the department by a police report. Each police report may contain allegations that a youth was involved in one or more crimes. A youth may be referred to the department in more than one police report over time. Unduplicated youth count is the number of individual youth referred. Referral count is how many police reports were received. Total allegations are the number of crimes contained in all of the police reports received.

Law enforcement can refer youth for felony and misdemeanor crimes and violations as defined in Oregon Statute, violation of local ordinances, or for status offenses such as runaway and beyond parental control.

Significance

Referral data provides the context for practice, resources, and policy decisions. It provides information on how many youth are referred and at what frequency.

This goal facilitates the achievement of county Goal #3: Pursue a safe and secure community by protecting the people, property, and economy of Marion County. Increased capacity in programs and services that help keep youth out of trouble will also be needed as well as a continuum of services for juvenile offenders that offer the chance of rehabilitation and keep these youth out of the corrections system. Communities also need to encourage and promote healthy lifestyles and provide healthy, drug-free alternatives, and affordable activities for residents of all ages through increasing public education and awareness.

Data Units Calendar Year

Oregon utilizes the statewide Juvenile Justice Information System (JJIS) as the database for juvenile justice information.

Total Allegations:

CY 2016 Actual	CY 2017 Actual	CY 2018 Actual	CY 2019 Estimate	CY 2020 Estimate
3002	2904	2592	2393	2215

Referral Count:

CY 2016 Actual	CY 2017 Actual	CY 2018 Actual	CY 2019 Estimate	CY 2020 Estimate
2201	1907	1763	1630	1519

Unduplicated Youth Count:

CY 2016 Actual	CY 2017 Actual	CY 2018 Actual	CY 2019 Estimate	CY 2020 Estimate
1234	1181	1122	1031	959

Youth Supervised by Juvenile Department: 0 Diversion/Informal Sanctions

CY 2016 Actual	CY 2017 Actual	CY 2018 Actual	CY 2019 Estimate	CY 2020 Estimate
519	449	403	355	315

Youth Supervised by Juvenile Department: Formal Accountability Agreement

CY 2016 Actual	CY 2017 Actual	CY 2018 Actual	CY 2019 Estimate	CY 2020 Estimate
286	275	283	256	237

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Youth Supervised by Juvenile Department: Probation

CY 2016 Actual	CY 2017 Actual	CY 2018 Actual	CY 2019 Estimate	CY 2020 Estimate
534	514	569	566	586

Explanation of Trends and Changes

Referrals for juvenile criminal activity is down nationally which is also reflected in Marion County. However, as the annual number of referrals has been decreasing, the number of youth supervised by the Juvenile Department has not seen the same dramatic reduction. This year we are even seeing an increase in formal accountability agreements and probation orders from 2017.

Allegations are still trending down at the same rate. Although referrals, unduplicated youth and diversion/informal sanctions are still trending down, the 2018 actual numbers were higher than estimated. This suggests the downward trend is slowing in these areas. FAA's increased from last year but is still trending down from 2015. Probation orders have increased from last year with no increase in staffing levels and could start trending upward in 2020.

The Juvenile department is increasing the use of the Juvenile Crime Prevention assessment to utilize the data to further refine appropriate services for youth in the system. The department will continue participation in an Evidence Based Decision Making certification.

2: Recidivism

Definition and Purpose

As a measure of public safety, recidivism is defined as a new criminal referral within twelve months. A criminal referral is a law enforcement report to a juvenile department alleging one or more felonies or misdemeanors.

Significance

The Juvenile Department assesses the public safety risk of referred youth, and then targets programs, services, and interventions to reduce criminogenic risk factors. The desired outcome is a reduction in criminal activity and increase in public safety. This is the most significant outcome measure of the Juvenile Department.

This goal facilitates the achievement of county Goal #3: Pursue a safe and secure community by protecting the people, property, and economy of Marion County.

Data Units Calendar Year

Oregon utilizes the statewide Juvenile Justice Information System (JJIS) as the database for juvenile justice information. The Oregon Youth Authority publishes reports from the database including Juvenile Recidivism All Juvenile Offenders By County. The following data is Marion County recidivism data by youth.

Number of juveniles:

CY 2015 Actual	CY 2016 Actual	CY 2017 Actual	CY 2018 Actual	CY 2019 Estimate
926	842	821	738 - Estimate	683

No subsequent referrals:

CY 2015 Actual	CY 2016 Actual	CY 2017 Actual	CY 2018 Actual	CY 2019 Estimate
630 - 68%	637 - 76%	571 - 69%	529 - 72% Estimate	486 - 71%

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Subsequent referrals:

CY 2015 Actual	CY 2016 Actual	CY 2017 Actual	CY 2018 Actual	CY 2019 Estimate
296 - 32%	205 - 24%	250 - 31%	209 - 28% Estimate	197 - 29%

Number of Juveniles ended probation:

CY 2015 Actual	CY 2016 Actual	CY 2017 Actual	CY 2018 Actual	CY 2019 Estimate
168	246	185	195 Estimate	205

Juveniles ended probation no subsequent referrals:

CY 2015 Actual	CY 2016 Actual	CY 2017 Actual	CY 2018 Actual	CY 2019 Estimate
147 - 87.5%	219 - 89%	166 - 90%	175 - 90% Estimate	184 - 90%

Juveniles ended probation subsequent referrals:

CY 2015 Actual	CY 2016 Actual	CY 2017 Actual	CY 2018 Actual	CY 2019 Estimate
21 - 12.5%	27 - 11%	19 - 10%	20 - 10% Estimate	21 - 10%

Explanation of Trends and Changes

Marion County Juvenile Department is evolving our programs and services in line with promising and proven practices for effective intervention to decrease offending patterns. The Juvenile Department starts this by diverting violation and low risk youth that could be negatively influenced through the system. Of specific note is the 10% recidivism for youth that completed probation. Integrated, individually- focused services with department programs, community providers, schools all contribute to this low rate.

Recidivism data are tracked through the Juvenile Justice Information System (JJIS). This is a statewide electronic database administered by the state of Oregon through Oregon Youth Authority. Due to the limitation of tracking recidivism into adulthood, recidivism for ages 17 and over cannot be calculated. Therefore number of juveniles in the recidivism section is not comparable to the unduplicated youth count. Due to the nature of measuring recidivism, reports will always be a year behind as a full year of data is needed to capture data.

3: Chronic Offender Recidivism

Definition and Purpose

Local, state, and national recidivism findings show that a smaller group of juvenile offenders commit a significant portion of crime. This group is referred to as "chronic offenders." The chronic offenders have three or more subsequent referrals.

Significance

Because chronic offenders have the highest rate of criminal activity, they have the greatest victim and community impact. Reducing the percent of chronic offenders, even by a small amount, significantly reduces crime in the community, victim impacts, and system costs.

This goal facilitates the achievement of county Goal #3: Pursue a safe and secure community by protecting the people, property, and economy of Marion County.

Data Units Calendar Year

Oregon utilizes the statewide Juvenile Justice Information System (JJIS) as the database for juvenile justice information. The Oregon Youth Authority issues reports from the database including Juvenile Recidivism All Juvenile Offenders By County, which includes chronic offender data.

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Juveniles:

CY 2015 Actual	CY 2016 Actual	CY 2017 Actual	CY 2018 Actual	CY 2019 Estimate
926	842	821	738 Estimate	666

Chronic:

CY 2015 Actual	CY 2016 Actual	CY 2017 Actual	CY 2018 Actual	CY 2019 Estimate
61 - 6.6%	45 - 5%	50 - 6%	39 - 5% Estimate	36 - 5.5%

Explanation of Trends and Changes

Marion County Juvenile Department is evolving our programs and services in line with promising and proven practices to prioritize and target effective intervention at our highest risk youth and chronic offenders. The department is implementing a family based intervention service, EQUIP, to target high risk youth at risk of escalation to OYA in an attempt to address chronic recidivism issues and prevent removal from the community.

4: Restitution Payments to Crime Victims

Definition and Purpose

Juveniles are required to compensate crime victims for the harm they have caused through monetary reimbursement of damage and loss. This accountability to victims is part of the court-ordered supervision process, and part of Formal Accountability Agreements for youth who agree to comply with specific conditions without the formal court process.

Significance

Oregon law requires the Juvenile Department to work with youth to pay court ordered restitution to victims in a timely manner. Payment of restitution holds the youth accountable for the harm they have caused and is of a high value to crime victims. This is a significant measure for victim satisfaction. Victims should expect and receive timely monetary compensation for harm caused to them or their property.

This goal facilitates the achievement of county Goal #3: Pursue a safe and secure community by protecting the people, property, and economy of Marion County.

Data Units Calendar Year

Oregon utilizes the statewide Juvenile Justice Information System (JJIS) as the database for juvenile justice information. The Oregon Youth Authority issues reports from the database including restitution conditions fulfilled. In addition, the Juvenile Department utilizes Oregon eCourt Case Information (OECI) the State Court database, and our own internal tracking of restitution paid through the Alternative Programs. Measuring both the amount of restitution paid through the department Alternative Programs is important, as well as the amount of restitution ordered and the amount paid.

Number of Youth:

CY 2016 Actual	CY 2017 Actual	CY 2018 Actual	CY 2019 Estimate	CY 2020 Estimate
95	69	66	83	76

Dollars owed:

CY 2016 Actual	CY 2017 Actual	CY 2018 Actual	CY 2019 Estimate	CY 2020 Estimate
\$97,801	\$62,006	\$57,768	\$69,062	\$68,698

Dollars paid:

CY 2016 Actual	CY 2017 Actual	CY 2018 Actual	CY 2019 Estimate	CY 2020 Estimate
\$70,341	\$50,526	\$54,988	\$55,757	\$54,234

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Percentage:

CY 2016 Actual	CY 2017 Actual	CY 2018 Actual	CY 2019 Estimate	CY 2020 Estimate
72%	81.5%	95%	81%	79%

Money judgment:

CY 2016 Actual	CY 2017 Actual	CY 2018 Actual	CY 2019 Estimate	CY 2020 Estimate
\$27,206	\$11,480	\$243	\$13,193	\$14,290

Percentage:

CY 2016 Actual	CY 2017 Actual	CY 2018 Actual	CY 2019 Estimate	CY 2020 Estimate
28%	18.5%	4%	19%	21%

Number of youth closed with outstanding restitution:

CY 2016 Actual	CY 2017 Actual	CY 2018 Actual	CY 2019 Estimate	CY 2020 Estimate
10	5	5	7	7

Percentage of youth who paid full restitution:

CY 2016 Actual	CY 2017 Actual	CY 2018 Actual	CY 2019 Estimate	CY 2020 Estimate
89%	93%	92%	91%	91%

Amount of restitution earned and paid to victims through the Alternative Programs (includes amounts from previous years, if youth is earning restitution from the previous year):

CY 2016 Actual	CY 2017 Actual	CY 2018 Actual	CY 2019 Estimate	CY 2020 Estimate
\$59,517	\$50,171	\$52,730	\$57,575	\$53,492

Explanation of Trends and Changes

Money judgment for closed restitution conditions in the Calendar Year is very low this year. There was only one youth that was closed with an outstanding balance in this category. This means that only \$243 was left unpaid at the time of case closure.

Please note that all the above fields are based on closed restitution conditions in the calendar year except Alternative Programs. The Juvenile Department tracks many restitution payments to victims through Alternative Programs in the calendar year. Therefore this number cannot be compared to dollars paid for closed restitution conditions. In the area of closed restitution conditions, this reported number is only restitution conditions that are under \$10,000. This is due to the infrequency of closed restitution amounts that are over \$10,000.

Alternative Programs created a low risk work crew to facilitate the completion of restitution payments by lower risk youth. An additional crew facilitates youth completing restitution quickly who owe small amounts of restitution. In 2015, there was a youth pay increase and starting in July 2018 there was a youth bonus program started. There is a continuing effort to increase both the amount paid through Alternative Programs and ensuring that the total amount a youth is ordered to pay is actually paid.

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Resources by Fund Detail

100 - General Fund	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
General Fund Transfers				
381100 Transfer from General Fund	9,772,098	10,109,123	12,389,185	13,014,942
General Fund Transfers Total	9,772,098	10,109,123	12,389,185	13,014,942
General Fund Total	9,772,098	10,109,123	12,389,185	13,014,942
125 - Juvenile Grants	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Intergovernmental Federal				
331222 Oregon Housing Community Svcs	4,200	3,935	4,200	0
331224 USDA Child Nutrition Cluster	0	83,415	66,726	0
331234 DHS Title IV E Reimbursement	479,238	241,839	358,874	270,400
Intergovernmental Federal Total	483,438	329,190	429,800	270,400
Intergovernmental State				
332084 Oregon Youth Authority	0	0	990,479	977,398
332089 Oregon Department of Education	0	0	206,910	206,910
332990 Other State Revenues	1,102,287	1,091,237	0	0
Intergovernmental State Total	1,102,287	1,091,237	1,197,389	1,184,308
Charges for Services				
341232 Insurance Fees	1,706	0	0	0
341240 Food Service Fees	3,575	6,668	3,700	5,400
341370 Medicaid Fees	369,872	502,286	521,453	502,340
341700 Victim Assistance Fees	1,903	1,836	2,200	2,200
341701 Children Assistance Fees	0	0	14,000	11,500
341710 Juvenile Probation Fees	37,124	30,476	18,500	18,500
341711 Juvenile Probation Fees FAA	3,220	6,404	6,000	6,000
341712 Juvenile Probation Fees MIP	2,275	475	0	0
341840 Work Crew Fees	114,826	121,799	0	0
341950 Retail Sales	236,954	209,947	220,000	205,000
341955 Wood and Compost Sales	0	55,027	0	0
341999 Other Fees	25,212	30,687	0	0
Charges for Services Total	796,666	965,605	785,853	750,940
Interest				
361000 Investment Earnings	1,749	5,654	0	0
Interest Total	1,749	5,654	0	0
Other Revenues				
371000 Miscellaneous Income	250	203	0	0
372000 Over and Short	(1)	88	0	0
373100 Special Program Donations	4,279	3,969	4,000	4,000
Other Revenues Total	4,528	4,260	4,000	4,000

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125 - Juvenile Grants	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
General Fund Transfers				
381100 Transfer from General Fund	923,870	983,537	78,844	0
General Fund Transfers Total	923,870	983,537	78,844	0
Other Fund Transfers				
381185 Transfer from Criminal Justice	150,000	151,505	177,334	151,154
Other Fund Transfers Total	150,000	151,505	177,334	151,154
Net Working Capital				
392000 Net Working Capital Unrestr	566,795	1,001,382	968,036	956,300
Net Working Capital Total	566,795	1,001,382	968,036	956,300
Juvenile Grants Total	4,029,335	4,532,370	3,641,256	3,317,102
Juvenile Grand Total	13,801,433	14,641,493	16,030,441	16,332,044

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Requirements by Fund Detail

100 - General Fund	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Personnel Services				
Salaries and Wages				
511020 Salaries and Wages Budget Only	0	0	73,317	0
511110 Regular Wages	3,684,615	3,840,133	5,502,579	5,712,937
511120 Temporary Wages	236,382	261,478	411,498	409,251
511130 Vacation Pay	262,823	278,240	0	0
511140 Sick Pay	163,871	164,327	0	0
511150 Holiday Pay	223,761	224,194	0	0
511160 Comp Time Pay	145,870	86,146	82,221	73,949
511180 Differential Pay	6,164	7,355	11,812	10,344
511210 Compensation Credits	126,614	119,143	117,423	115,273
511240 Leave Payoff	43,850	59,896	60,513	0
511280 Cell Phone Pay	3,171	2,849	2,861	3,250
511290 Health Insurance Waiver Pay	7,800	12,128	14,400	12,000
511420 Premium Pay	46,788	44,823	82,221	73,950
511450 Premium Pay Temps	2,500	2,359	0	0
Salaries and Wages Total	4,954,208	5,103,072	6,358,845	6,410,954
Fringe Benefits				
512010 Fringe Benefits Budget Only	0	0	25,250	79,041
512110 PERS	732,842	921,868	1,087,442	1,340,321
512120 401K	34,620	32,941	36,010	39,073
512130 PERS Debt Service	244,829	270,210	338,071	309,529
512200 FICA	373,774	384,755	461,109	476,465
512310 Medical Insurance	1,003,806	1,066,938	1,279,015	1,352,133
512320 Dental Insurance	99,532	99,438	127,119	134,317
512330 Group Term Life Insurance	7,817	8,115	10,134	10,492
512340 Long Term Disability Insurance	15,945	16,618	22,714	23,528
512400 Unemployment Insurance	18,275	16,357	20,853	21,608
512520 Workers Comp Insurance	2,159	2,045	3,032	3,047
512600 Wellness Program	2,823	2,927	3,523	3,523
512610 Employee Assistance Program	2,061	2,164	2,380	2,994
512700 County HSA Contributions	9,212	11,050	11,050	9,100
Fringe Benefits Total	2,547,694	2,835,425	3,427,702	3,805,171
Personnel Services Total	7,501,902	7,938,497	9,786,547	10,216,125
Materials and Services				
Supplies				
521010 Office Supplies	14,143	11,775	13,250	12,750
521030 Field Supplies	20,309	24,183	13,900	13,900
521040 Institutional Supplies	18,509	24,247	18,750	18,150

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100 - General Fund	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Materials and Services				
521050 Janitorial Supplies	7,265	6,948	7,810	7,530
521070 Departmental Supplies	12,910	11,126	6,110	6,110
521080 Food Supplies	32,864	2,326	1,875	34,870
521090 Uniforms and Clothing	3,146	1,553	2,600	3,000
521100 Medical Supplies	4,471	4,665	9,710	7,320
521110 First Aid Supplies	539	771	495	920
521140 Vaccines	0	0	220	0
521170 Educational Supplies	1,623	451	954	1,000
521190 Publications	240	641	885	885
521210 Gasoline	16,207	18,328	18,000	19,400
521220 Diesel	7,165	7,944	8,000	10,000
521230 Propane	138	114	130	130
521240 Automotive Supplies	1,489	2,867	600	1,500
521300 Safety Clothing	1,695	1,836	2,200	1,800
521310 Safety Equipment	1,021	246	700	1,200
Supplies Total	143,736	120,023	106,189	140,465
Materials				
522020 Crushed Rock	1,361	1,250	500	500
522080 Building Materials	1,343	1,028	1,000	1,000
522100 Parts	8,098	9,062	10,000	10,000
522110 Batteries	0	461	0	0
522120 Tires and Accessories	0	19	0	1,000
522140 Small Tools	953	3,816	1,200	3,000
522150 Small Office Equipment	3,794	4,190	1,925	4,700
522160 Small Departmental Equipment	33,815	31,953	14,800	26,600
522170 Computers Non Capital	3,922	0	2,000	2,000
522180 Software	7,843	778	5,065	2,000
522500 Materials for Resale	0	0	3,000	3,000
Materials Total	61,129	52,557	39,490	53,800
Communications				
523010 Telephone Equipment	1,209	148	500	490
523015 Video Security Equipment	267	0	0	0
523020 Phone and Communication Svcs	528	479	50	550
523040 Data Connections	907	480	412	480
523050 Postage	2	36	50	35
523060 Cellular Phones	13,452	12,693	25,860	23,120
523090 Long Distance Charges	2,288	2,206	2,442	2,262
523100 Radios and Accessories	461	127	400	400
Communications Total	19,114	16,170	29,714	27,337
Utilities				
524010 Electricity	118,310	115,085	119,220	120,292

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JUVENILE

100 - General Fund	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Materials and Services				
524020 Street Light Electricity	2,327	2,360	2,338	2,619
524040 Natural Gas	32,941	31,490	32,022	34,095
524050 Water	3,664	3,330	3,115	3,112
524070 Sewer	12,861	11,999	10,732	12,687
524090 Garbage Disposal and Recycling	16,341	17,357	15,577	14,321
Utilities Total	186,443	181,621	183,004	187,126
Contracted Services				
525110 Consulting Services	13,758	17,952	21,000	25,000
525155 Credit Card Fees	113	26	0	0
525210 Medical Services	182,444	229,281	262,120	262,120
525211 Psychiatric Services	1,941	0	0	0
525235 Laboratory Services	7,802	8,222	3,000	6,000
525320 Food Services	110,570	50	416	113,000
525330 Transportation Services	1,670	3,180	1,825	2,600
525345 Youth Stipends	0	0	36,000	36,000
525350 Janitorial Services	250	275	450	450
525360 Public Works Services	11	0	0	0
525440 Client Assistance	978	780	300	300
525450 Subscription Services	277	2,022	277	4,615
525515 Polygraph Services	0	220	0	0
525550 Court Services	90	40	0	0
525555 Security Services	1,682	1,780	1,880	1,792
525710 Printing Services	859	905	925	975
525715 Advertising	250	340	0	0
525735 Mail Services	3,407	3,615	3,700	3,700
525740 Document Disposal Services	5,270	4,787	5,200	5,508
525770 Interpreters and Translators	1,182	45	1,100	600
525870 Hazardous Waste Disposal	131	124	110	150
525999 Other Contracted Services	8,604	14,662	12,223	12,762
Contracted Services Total	341,287	288,305	350,526	475,572
Repairs and Maintenance				
526010 Office Equipment Maintenance	0	101	0	0
526011 Dept Equipment Maintenance	7,536	9,136	8,100	3,700
526012 Vehicle Maintenance	6,135	15,896	12,000	12,000
526014 Radio Maintenance	254	0	400	300
526020 Computer Hardware Maintenance	0	0	2,706	0
526021 Computer Software Maintenance	0	645	0	4,721
526030 Building Maintenance	29,025	43,725	37,940	44,336

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

JUVENILE

100 - General Fund	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Materials and Services				
526040 Remodels and Site Improvements	2,740	947	3,000	3,000
526050 Grounds Maintenance	2,337	4,167	500	500
Repairs and Maintenance Total	48,027	74,618	64,646	68,557
Rentals				
527100 Vehicle Rental	0	0	0	500
527110 Fleet Leases	66,535	64,644	66,792	54,816
527120 Motor Pool Mileage	2,216	4,010	3,130	3,100
527130 Parking	112	53	100	100
527140 County Parking	660	660	660	660
527300 Equipment Rental	19,670	19,124	19,658	21,324
Rentals Total	89,193	88,491	90,340	80,500
Insurance				
528110 Liability Insurance Premiums	1,598	1,256	2,524	2,524
528220 Notary Bonds	392	804	560	560
528410 Liability Claims	475	311	0	0
Insurance Total	2,465	2,370	3,084	3,084
Miscellaneous				
529120 Commercial Travel	25	0	800	400
529130 Meals	949	461	1,050	1,750
529140 Lodging	2,162	3,162	5,000	3,500
529210 Meetings	3,056	1,435	1,800	2,100
529220 Conferences	400	0	2,450	1,000
529230 Training	40,001	40,652	23,200	23,200
529300 Dues and Memberships	8,569	8,829	8,250	7,572
529640 Victim Restitution	0	0	74,000	60,000
529650 Pre Employment Costs	33,862	19,870	22,550	25,000
529740 Fairs and Shows	341	0	0	0
529840 Professional Licenses	158	150	150	150
529850 Device Licenses	0	0	150	900
529860 Permits	927	1,047	550	300
529999 Miscellaneous Expense	1,017	10,399	0	0
Miscellaneous Total	91,466	86,004	139,950	125,872
Materials and Services Total	982,861	910,159	1,006,943	1,162,313
Administrative Charges				
611100 County Admin Allocation	101,537	100,314	129,890	142,429
611210 Facilities Mgt Allocation	272,069	293,214	300,676	342,186
611220 Custodial Allocation	91,813	95,529	104,530	110,824
611230 Courier Allocation	4,991	4,103	4,303	4,558
611250 Risk Management Allocation	21,307	28,110	29,781	29,563
611255 Benefits Allocation	23,232	23,797	29,112	29,837
611260 Human Resources Allocation	88,745	85,791	117,577	129,097
611300 Legal Services Allocation	33,252	31,422	32,201	23,086

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

JUVENILE

100 - General Fund	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Administrative Charges				
611400 Information Tech Allocation	180,186	175,003	239,570	254,520
611410 FIMS Allocation	124,976	120,234	121,904	131,853
611420 Telecommunications Allocation	28,603	25,652	37,283	36,232
611430 Info Tech Direct Charges	78,781	29,031	163,376	148,473
611600 Finance Allocation	110,835	115,860	125,700	126,077
611800 MCBEE Allocation	7,140	2,039	7,604	5,941
612100 IT Equipment Use Charges	15,468	15,367	32,588	21,328
614100 Liability Insurance Allocation	48,500	44,000	52,100	49,500
614200 WC Insurance Allocation	55,900	71,000	67,500	51,000
Administrative Charges Total	1,287,335	1,260,466	1,595,695	1,636,504
General Fund Total	9,772,098	10,109,123	12,389,185	13,014,942
125 - Juvenile Grants	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Personnel Services				
Salaries and Wages				
511110 Regular Wages	1,192,011	1,258,901	1,130,773	1,163,602
511120 Temporary Wages	80,548	132,649	0	0
511130 Vacation Pay	77,231	98,098	0	0
511140 Sick Pay	44,649	66,341	0	0
511150 Holiday Pay	78,615	86,083	0	0
511160 Comp Time Pay	24,754	24,871	15,227	11,291
511180 Differential Pay	5,819	6,118	5,607	4,834
511210 Compensation Credits	31,261	35,218	22,366	22,697
511240 Leave Payoff	10,285	9,689	0	0
511290 Health Insurance Waiver Pay	814	0	0	0
511410 Straight Pay	0	0	0	434
511420 Premium Pay	22,214	22,222	15,559	11,292
511450 Premium Pay Temps	56	382	0	0
Salaries and Wages Total	1,568,256	1,740,573	1,189,532	1,214,150
Fringe Benefits				
512010 Fringe Benefits Budget Only	0	0	0	11,206
512110 PERS	226,729	305,598	221,862	272,257
512130 PERS Debt Service	89,032	103,473	69,191	62,873
512200 FICA	117,971	129,986	87,903	90,286
512310 Medical Insurance	401,236	443,825	312,821	327,051
512320 Dental Insurance	38,905	41,042	31,091	32,459
512330 Group Term Life Insurance	2,588	2,842	2,076	2,124
512340 Long Term Disability Insurance	5,361	5,872	4,657	4,765
512400 Unemployment Insurance	5,765	5,538	4,270	4,391
512520 Workers Comp Insurance	801	781	592	592

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

JUVENILE

125 - Juvenile Grants	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Personnel Services				
512600 Wellness Program	1,069	1,156	797	797
512610 Employee Assistance Program	781	854	538	677
512700 County HSA Contributions	1,906	2,646	1,300	2,600
Fringe Benefits Total	892,143	1,043,611	737,098	812,078
Personnel Services Total	2,460,399	2,784,184	1,926,630	2,026,228
Materials and Services				
Supplies				
521010 Office Supplies	236	280	1,300	300
521040 Institutional Supplies	369	410	850	850
521050 Janitorial Supplies	1,377	1,756	2,000	2,000
521070 Departmental Supplies	1,193	521	880	609
521080 Food Supplies	294	28,783	32,570	0
521090 Uniforms and Clothing	0	0	900	500
521100 Medical Supplies	0	0	10	10
521110 First Aid Supplies	0	0	40	40
521170 Educational Supplies	1,976	1,277	10,462	3,677
Supplies Total	5,446	33,026	49,012	7,986
Materials				
522080 Building Materials	70	0	0	0
522150 Small Office Equipment	69	183	4,750	250
522160 Small Departmental Equipment	361	686	1,000	1,000
522170 Computers Non Capital	8,595	0	3,500	0
522180 Software	718	1,500	0	0
522500 Materials for Resale	78,945	89,802	91,049	91,761
Materials Total	88,759	92,171	100,299	93,011
Communications				
523020 Phone and Communication Svcs	0	0	350	350
523040 Data Connections	5,393	4,079	6,538	4,280
523060 Cellular Phones	0	172	0	0
Communications Total	5,393	4,250	6,888	4,630
Utilities				
524010 Electricity	7,254	9,040	8,200	9,000
524040 Natural Gas	1,546	1,912	2,400	2,400
524050 Water	1,959	1,536	1,600	1,600
Utilities Total	10,759	12,487	12,200	13,000
Contracted Services				
525155 Credit Card Fees	6,300	7,229	8,500	8,500
525211 Psychiatric Services	5,939	2,025	3,000	5,000
525235 Laboratory Services	30	0	0	0
525320 Food Services	0	113,985	113,000	0

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

JUVENILE

125 - Juvenile Grants	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Materials and Services				
525330 Transportation Services	2,697	738	13,712	10,000
525340 Counseling and Mentoring Svcs	1,058	0	18,803	5,000
525345 Youth Stipends	36,081	31,691	0	0
525440 Client Assistance	3,385	5,708	39,267	20,007
525450 Subscription Services	0	0	0	1,500
525515 Polygraph Services	8,890	11,890	5,500	10,000
525560 Victim Emergency Services	0	0	5,000	2,000
525710 Printing Services	1,028	0	0	0
525715 Advertising	659	786	730	730
525999 Other Contracted Services	0	15,000	123,700	35,000
Contracted Services Total	66,067	189,050	331,212	97,737
Repairs and Maintenance				
526010 Office Equipment Maintenance	0	0	600	0
526011 Dept Equipment Maintenance	1,157	269	0	1,000
526021 Computer Software Maintenance	840	867	500	900
Repairs and Maintenance Total	1,997	1,136	1,100	1,900
Rentals				
527110 Fleet Leases	0	0	3,324	3,108
527130 Parking	0	1	0	0
527300 Equipment Rental	94	101	108	200
Rentals Total	94	102	3,432	3,308
Miscellaneous				
529130 Meals	0	11	0	0
529230 Training	130	1,177	300	300
529590 Special Programs Other	55,873	39,107	77,239	45,000
529640 Victim Restitution	55,428	53,798	0	0
529840 Professional Licenses	0	0	0	480
529860 Permits	0	237	200	200
529999 Miscellaneous Expense	100	550	0	0
Miscellaneous Total	111,532	94,881	77,739	45,980
Materials and Services Total	290,046	427,105	581,882	267,552
Administrative Charges				
611100 County Admin Allocation	34,667	34,447	27,857	29,840
611230 Courier Allocation	1,709	1,405	870	876
611250 Risk Management Allocation	2,877	3,813	2,615	2,441
611255 Benefits Allocation	7,952	8,151	5,885	5,728
611260 Human Resources Allocation	30,374	29,385	23,773	24,788
611400 Information Tech Allocation	61,468	60,251	55,143	58,925
611410 FIMS Allocation	42,536	41,420	28,065	30,644

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

JUVENILE

125 - Juvenile Grants	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Administrative Charges				
611420 Telecommunications Allocation	9,717	8,820	8,562	8,443
611430 Info Tech Direct Charges	26,890	10,088	37,726	34,602
611600 Finance Allocation	37,509	40,875	34,472	36,178
611800 MCBEE Allocation	2,430	702	1,751	1,381
612100 IT Equipment Use Charges	5,278	5,300	7,484	4,940
614100 Liability Insurance Allocation	6,000	5,300	4,200	3,700
614200 WC Insurance Allocation	8,100	10,300	6,300	4,600
Administrative Charges Total	277,507	260,257	244,703	247,086
Transfers Out				
561480 Xfer to Capital Impr Projects	0	92,660	0	0
561595 Transfer to Fleet Management	0	0	19,773	0
Transfers Out Total	0	92,660	19,773	0
Contingency				
571010 Contingency	0	0	354,832	331,710
Contingency Total	0	0	354,832	331,710
Ending Fund Balance				
573010 Unapprop Ending Fund Balance	0	0	513,436	444,526
Ending Fund Balance Total	0	0	513,436	444,526
Juvenile Grants Total	3,027,953	3,564,206	3,641,256	3,317,102
Juvenile Grand Total	12,800,051	13,673,328	16,030,441	16,332,044

MARION COUNTY FY 2019-20 BUDGET
BY DEPARTMENT
JUVENILE

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MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

LEGAL

LEGAL



MISSION STATEMENT

Provide the best possible legal counsel and representation to county officials and agencies in support of their mission to protect and enhance the community; provide a forum for administrative hearings and issue fair and well-reasoned decisions (Legal Counsel's office).

Provide the local legal community and the public with the best available legal resources and research services within the law library's fiscal and physical ability to do so (Law Library).

GOALS AND OBJECTIVES

Goal 1 Zealously represent the county in contested matters in court or before administrative tribunals, and recommend settlements as appropriate.

Objective 1 Reduce potential liabilities through proactive legal advice and trainings.

Objective 2 Train and retain competent in-house counsel for quality representation.

Goal 2 Assist the Board of Commissioners and departments in the development, review, revision, and implementation of ordinances, policies, procedures, contracts, and other operative documents.

Objective 1 County interests are provided for and protected in legal documents.

Objective 2 Legal options are explored and presented to decision makers.

Goal 3 Provide support to county hearings officers to conduct administrative hearings in a professional manner and issue well-reasoned decisions.

Objective 1 Decisions are issued in a timely manner that can withstand appellate review.

Goal 4 Work to enhance the sharing of resources and explore cooperative arrangements for county law library services.

Objective 1 Maintain maximum public accessibility to legal resources within legislative and budgetary constraints.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

LEGAL

DEPARTMENT OVERVIEW

The department is comprised of two programs: the Legal Counsel's Office and the Law Library. The Legal Counsel Program has two sections: legal services and hearings officers. Legal Counsel attorneys serve as the exclusive civil lawyers and counselors for Marion County, the Board of Commissioners, other county elected officials, officers, employees, and volunteer boards and commissions. Legal services are provided to county service districts and the Marion County Housing Authority through intergovernmental agreements. The Law Library is a service authorized by state statute and funded by library fees paid by litigants and collected by the court clerk.

RESOURCE AND REQUIREMENT SUMMARY

Legal	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Charges for Services	473,405	482,574	431,329	466,029	8.0%
Admin Cost Recovery	1,255,519	1,382,376	1,606,093	1,646,854	2.5%
Interest	5,869	8,590	8,246	8,000	-3.0%
Other Revenues	666	9	0	0	n.a.
General Fund Transfers	5,137	0	5,000	0	-100.0%
Net Working Capital	546,042	652,625	707,589	728,488	3.0%
TOTAL RESOURCES	2,286,639	2,526,174	2,758,257	2,849,371	3.3%
REQUIREMENTS					
Personnel Services					
Salaries and Wages	912,211	976,670	1,033,713	1,041,870	0.8%
Fringe Benefits	442,957	515,580	584,489	625,502	7.0%
Total Personnel Services	1,355,168	1,492,250	1,618,202	1,667,372	3.0%
Materials and Services					
Supplies	22,386	26,010	30,675	18,765	-38.8%
Materials	1,451	9,842	4,700	4,000	-14.9%
Communications	4,558	4,850	6,530	8,850	35.5%
Utilities	7,258	7,182	7,947	7,867	-1.0%
Contracted Services	24,063	67,098	110,601	128,928	16.6%
Repairs and Maintenance	732	2,115	1,100	700	-36.4%
Rentals	57,452	57,598	60,288	64,435	6.9%
Miscellaneous	11,521	12,728	21,000	18,150	-13.6%
Total Materials and Services	129,421	187,421	242,841	251,695	3.6%
Administrative Charges	141,274	138,914	163,559	181,744	11.1%
Transfers Out	8,151	0	0	0	n.a.
Contingency	0	0	30,641	29,285	-4.4%
Ending Fund Balance	0	0	703,014	719,275	2.3%
TOTAL REQUIREMENTS	1,634,014	1,818,585	2,758,257	2,849,371	3.3%
FTE	10.40	11.80	11.80	11.80	0.0%

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

LEGAL

FUNDS

Fund Name	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	% of Total
RESOURCES					
FND 260 Law Library	866,940	961,645	1,016,064	1,036,717	36.4%
FND 580 Central Services	1,419,699	1,564,529	1,742,193	1,812,654	63.6%
TOTAL RESOURCES	2,286,639	2,526,174	2,758,257	2,849,371	100.0%
REQUIREMENTS					
FND 260 Law Library	214,315	254,056	1,016,064	1,036,717	36.4%
FND 580 Central Services	1,419,699	1,564,529	1,742,193	1,812,654	63.6%
TOTAL REQUIREMENTS	1,634,014	1,818,584	2,758,257	2,849,371	100.0%

PROGRAMS

	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Legal Counsel	1,419,699	1,564,529	1,742,193	1,812,654	4.0%
Law Library	866,940	961,645	1,016,064	1,036,717	2.0%
TOTAL RESOURCES	2,286,639	2,526,174	2,758,257	2,849,371	3.3%
REQUIREMENTS					
Legal Counsel	1,419,699	1,564,529	1,742,193	1,812,654	4.0%
Law Library	214,315	254,056	1,016,064	1,036,717	2.0%
TOTAL REQUIREMENTS	1,634,014	1,818,584	2,758,257	2,849,371	3.3%

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

LEGAL

Legal Counsel Program

- Represent and defend county decisions and actions in all courts and administrative forums.
- Provide legal advice and training on specific matters, policy issues, and emerging legal issues.
- Represent the county in negotiations, meetings, and third-party matters.
- Retain and manage all outside legal counsel assignments.
- Support and maintain the county's hearings officers' section.

Program Summary

Legal	Program: Legal Counsel				
	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Charges for Services	159,043	182,153	131,100	165,800	26.5%
Admin Cost Recovery	1,255,519	1,382,376	1,606,093	1,646,854	2.5%
General Fund Transfers	5,137	0	5,000	0	-100.0%
TOTAL RESOURCES	1,419,699	1,564,529	1,742,193	1,812,654	4.0%
REQUIREMENTS					
Personnel Services	1,243,962	1,334,987	1,443,901	1,478,489	2.4%
Materials and Services	60,624	114,605	162,819	184,160	13.1%
Administrative Charges	115,113	114,937	135,473	150,005	10.7%
TOTAL REQUIREMENTS	1,419,699	1,564,529	1,742,193	1,812,654	4.0%
FTE	9.00	10.00	10.00	10.00	0.0%

FTE By Position Title By Program

Program: Legal Counsel	
Position Title	FTE
County Counsel	1.00
Hearings Officer Sr	1.00
Legal Counsel-Asst	2.00
Legal Counsel-Asst Sr	3.00
Legal Department Specialist (Confidential)	2.00
Paralegal	1.00
Program Legal Counsel FTE Total:	10.00

- FTE does not include .14 in temporary positions.

Legal Counsel Program Budget Justification

RESOURCES

The Legal Counsel Program is funded from Charges for Services and Administrative Cost Recovery.

REQUIREMENTS

Personnel Services increases are attributed to cost of living, step, and fringe benefit cost increases. Decision Packages are included for additional legal services and purchasing cell phones and data plans. No significant changes in Materials and Services other than the requested Decision Packages. Administrative Charges are allocated to programs in conformity with an overall county cost allocation plan.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

LEGAL

Law Library Program

- The Law Library serves the legal community, the courts, and the public.

Program Summary

Legal	Program: Law Library				
	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Charges for Services	314,362	300,421	300,229	300,229	0.0%
Interest	5,869	8,590	8,246	8,000	-3.0%
Other Revenues	666	9	0	0	n.a.
Net Working Capital	546,042	652,625	707,589	728,488	3.0%
TOTAL RESOURCES	866,940	961,645	1,016,064	1,036,717	2.0%
REQUIREMENTS					
Personnel Services	111,206	157,263	174,301	188,883	8.4%
Materials and Services	68,797	72,816	80,022	67,535	-15.6%
Administrative Charges	26,161	23,977	28,086	31,739	13.0%
Transfers Out	8,151	0	0	0	n.a.
Contingency	0	0	30,641	29,285	-4.4%
Ending Fund Balance	0	0	703,014	719,275	2.3%
TOTAL REQUIREMENTS	214,315	254,056	1,016,064	1,036,717	2.0%
FTE	1.40	1.80	1.80	1.80	0.0%

FTE By Position Title By Program

Program: Law Library	
Position Title	FTE
Law Librarian	1.00
Library Assistant	0.80
Program Law Library FTE Total:	1.80

- FTE does not include 0.10 temporary positions.

Law Library Program Budget Justification

RESOURCES

Funding for law libraries is a general appropriation to the state's Judicial Department to be distributed to the counties. Marion County Law Library revenue is as projected.

REQUIREMENTS

Personnel Services are status quo with normal increases attributed to cost of living, step, and fringe benefit cost increases. No significant changes in Materials and Services. Administrative Charges are allocated to programs in conformity with an overall county cost allocation plan.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

LEGAL

KEY DEPARTMENT ACCOMPLISHMENTS

- Presented training to several advisory boards and committees, county staff, and management with a focus on compliance and reducing potential liabilities; topics included ethics, public records, public meetings, use of force, trial testimony, court systems, appropriate documentation techniques, and healthcare law.
- Significantly increased land use appeals heard by the Hearings Officer over last year, nearly doubling from 2017-2018.
- Represented the county in multiple forums in litigation matters ranging from tort claims and land use to complex tax appeals before the Marion County Circuit Court, the Oregon Tax Court, the Oregon Court of Appeals, the federal United States District Court for the District of Oregon, the federal United States Bankruptcy Court, and the state Land Use Board of Appeals.
- Advised county departments on issues involving taxation and the sale of real and personal property.
- Drafted, reviewed, and revised numerous ordinances and policies for county departments and agencies.
- Advised and represented county departments on numerous complex personnel and employment matters, including labor negotiations and arbitrations.
- Provided advice and representation to the Board of Commissioners and Public Works on numerous issues, including accessory dwelling units, flood plain regulations, urban growth boundary adjustments, storm water permit renewal, and special district issues.
- Continued to support the ongoing efforts of the Health and Human Services Department and the Emergency Management Division of the Public Works Department to develop emergency preparedness policies and prepare a legal framework for operation of continued municipal services in the aftermath of natural disasters.
- Successfully represented county departments and agencies in numerous motions to quash subpoenas, habeas corpus petitions, public records appeals, and commitment hearings.
- Reviewed, drafted, revised, and negotiated numerous lease agreements and high-value contracts for county departments.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

LEGAL

KEY INDICATORS

1: Tort Claim Notices

Definition and Purpose

Torts are claims for money damages for injuries or wrongs alleged to have been caused by the county, its officers, employees, or agents. A claimant must give notice of the intent to file a civil lawsuit on the tort claim within 180 days of the date of the perceived injury. County Legal Counsel is the legal representative for the county in these matters.

Significance

Responding to tort claim notices is representative of the civil litigation defense services provided to all departments. In addition to defending the county in court, this service supports overall operational efficiency and quality of government services in that investigation of and response to tort claims may help identify needed changes in programs, policies, or procedures. This supports Goal #1: Zealously represent the county in contested matters in court or before administrative tribunals, and recommend settlements as appropriate, and its Objective #1: Reduce potential liabilities through proactive legal advice and trainings.

Data Units Fiscal Year

Number of tort claim notices received per fiscal year. Does not include number of claims received by Risk Management and settled or denied without litigation.

FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Estimate	FY 19-20 Estimate
30	32	13	58	30

Explanation of Trends and Changes

The number of tort claim notices has increased significantly from fiscal year 2017-2018. While many claims lack merit and are successfully defended, all take time and resources to evaluate and respond appropriately. As in previous years, the majority of claims come from law enforcement activities or persons held in the jail. The jail claims include allegations regarding medical care and conditions of confinement. Some of the other tort claims included claims of incorrect tax assessment, use of excessive force, wrongful termination, and accident claims.

2: Hearings Officer Cases

Definition and Purpose

The hearings officers hold public hearings on a variety of applications and complaints, taking testimony and evidence from applicants, owners, complainants, law enforcement, staff, witnesses, or other affected parties. The decisions or recommendations issued are impartial, supported by written findings, thoughtfully applying the law or criteria to the facts of the case for rulings that are supportable on review or appeal.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

LEGAL

Significance

Use of the hearings officers for land use hearings creates efficiencies in processing applications under Oregon's complex land use regulations while balancing appropriate uses necessary for economic growth and development with protections of farm, forest, and natural resources. The number of land use cases submitted to the county is indicative of economic activity in the county and supports Goal #3: Provide support to county hearings officers to conduct administrative hearings in a professional manner and issue well-reasoned decisions. The number of dog hearings and tow hearings held by the hearings officers are also tracked as a part of this indicator. Dog hearings include complaints of dangerous dogs, dog bites, no license, dogs running at large or in livestock, excessive barking, etc. Administrative dog hearings are an efficient way to handle complaints that are not directly witnessed by a dog control officer. Vehicles towed by law enforcement can result from driving under the influence, no license or insurance, hazard or abandoned vehicles, etc.

Data Units Fiscal Year

Cases submitted to county hearings officers per fiscal year. Figures are reported by type of case. Other includes miscellaneous cases under a variety of laws and ordinances; e.g. vested rights, nuisance abatement, acceleration of tax redemption period, and housing authority exclusions.

Land Use

FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Estimate	FY 19-20 Estimate
9	11	33	33	30

Dog

FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Estimate	FY 19-20 Estimate
59	60	53	60	60

Vehicle Tows

FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Estimate	FY 19-20 Estimate
1	3	2	2	2

Other

FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Estimate	FY 19-20 Estimate
2	2	3	3	3

Explanation of Trends and Changes

The number of overall cases heard is progressing at a similar rate from fiscal year 2017-2018 to 2018-2019. Dog case numbers are trending slightly upward, and land use cases, which can be more factually and legally complicated, are holding steady.

3: Contracts Reviewed

Definition and Purpose

Legal Counsel attorneys review all contracts and contract amendments over \$25,000 (approximately 85% of all contracts received by Finance). Contract review and approval as to form by Legal Counsel attorneys increases operational efficiency and quality of service through uniform application of public contracting rules, determining compliance with state or federal laws, and ensuring that county interests are addressed in contract provisions.

MARION COUNTY FY 2019-20 BUDGET

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LEGAL

Significance

Contract review is representative of a general legal service provided to all departments, with the focus on reducing the likelihood of or potential for protests or disputes in the award of contracts and to make sure contract provisions protect county programs and assets when entering, implementing, or terminating contracts. This furthers Goal #2: Assist the Board of Commissioners and departments in the development, review, revision, and implementation of ordinances, policies, procedures, contracts, and other operative documents, and its Objective #1: County interests are provided for and protected in legal documents.

Data Units Fiscal Year

Number of contracts reviewed by Legal Counsel per fiscal year.

FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Estimate	FY 19-20 Estimate
456	514	389	448	390

Explanation of Trends and Changes

Many state contracts are for two-year terms, as the state funds on a biennial basis, which causes the number of contracts or amendments reviewed to be lower every other year. Changes in state or federal funding, either up or down, may increase the number of contract amendments during the fiscal year.

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BY DEPARTMENT

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Resources by Fund Detail				
260 - Law Library	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Charges for Services				
341060 Law Library Fees	314,262	299,056	299,056	299,229
341430 Copy Machine Fees	100	1,365	1,173	1,000
Charges for Services Total	314,362	300,421	300,229	300,229
Interest				
361000 Investment Earnings	5,869	8,590	8,246	8,000
Interest Total	5,869	8,590	8,246	8,000
Other Revenues				
371000 Miscellaneous Income	647	0	0	0
372000 Over and Short	18	9	0	0
Other Revenues Total	666	9	0	0
Net Working Capital				
392000 Net Working Capital Unrestr	546,042	652,625	707,589	728,488
Net Working Capital Total	546,042	652,625	707,589	728,488
Law Library Total	866,940	961,645	1,016,064	1,036,717
580 - Central Services	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Charges for Services				
341170 Witness Fees	70	33	0	0
341430 Copy Machine Fees	10	41	0	50
341690 Attorney Fees	158,963	181,506	131,100	165,600
341999 Other Fees	0	22	0	0
342910 Public Records Request Charges	0	0	0	100
344999 Other Reimbursements	0	0	0	50
345400 Document Fees	0	331	0	0
347101 Central Svcs to Other Agencies	0	220	0	0
Charges for Services Total	159,043	182,153	131,100	165,800
Admin Cost Recovery				
411300 Legal Services Allocation	1,255,519	1,382,376	1,606,093	1,646,854
Admin Cost Recovery Total	1,255,519	1,382,376	1,606,093	1,646,854
General Fund Transfers				
381100 Transfer from General Fund	5,137	0	5,000	0
General Fund Transfers Total	5,137	0	5,000	0
Central Services Total	1,419,699	1,564,529	1,742,193	1,812,654
Legal Grand Total	2,286,639	2,526,174	2,758,257	2,849,371

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

LEGAL

Requirements by Fund Detail

260 - Law Library	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Personnel Services				
Salaries and Wages				
511110 Regular Wages	68,829	87,056	100,230	107,324
511120 Temporary Wages	528	387	3,407	3,477
511130 Vacation Pay	472	2,267	0	0
511140 Sick Pay	148	655	0	0
511150 Holiday Pay	2,359	4,153	0	0
Salaries and Wages Total	72,335	94,518	103,637	110,801
Fringe Benefits				
512110 PERS	12,808	17,728	19,345	24,631
512120 401K	1,541	1,659	1,768	1,892
512130 PERS Debt Service	1,773	2,395	6,014	5,688
512200 FICA	5,431	7,003	7,827	8,375
512310 Medical Insurance	15,038	29,449	31,392	32,352
512320 Dental Insurance	1,554	2,841	3,120	3,216
512330 Group Term Life Insurance	113	174	190	202
512340 Long Term Disability Insurance	234	358	425	453
512400 Unemployment Insurance	270	302	371	397
512520 Workers Comp Insurance	39	49	78	78
512600 Wellness Program	40	79	80	80
512610 Employee Assistance Program	29	59	54	68
512700 County HSA Contributions	0	650	0	650
Fringe Benefits Total	38,870	62,745	70,664	78,082
Personnel Services Total	111,206	157,263	174,301	188,883
Materials and Services				
Supplies				
521010 Office Supplies	277	1,078	1,000	200
521190 Publications	18,428	15,424	22,000	9,000
Supplies Total	18,705	16,502	23,000	9,200
Materials				
522150 Small Office Equipment	0	2,367	500	1,000
522170 Computers Non Capital	0	578	0	0
522180 Software	0	336	200	500
Materials Total	0	3,281	700	1,500
Communications				
523020 Phone and Communication Svcs	2,339	2,346	3,000	2,000
523040 Data Connections	0	0	200	0
523090 Long Distance Charges	5	14	50	10
Communications Total	2,343	2,359	3,250	2,010

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

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260 - Law Library	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Materials and Services				
Utilities				
524090 Garbage Disposal and Recycling	0	56	100	0
Utilities Total	0	56	100	0
Contracted Services				
525450 Subscription Services	6,654	8,682	6,777	5,004
Contracted Services Total	6,654	8,682	6,777	5,004
Repairs and Maintenance				
526021 Computer Software Maintenance	0	0	200	200
526030 Building Maintenance	422	526	500	100
Repairs and Maintenance Total	422	526	700	300
Rentals				
527210 Building Rental Private	40,025	40,776	41,795	46,621
527300 Equipment Rental	560	325	1,000	200
Rentals Total	40,586	41,101	42,795	46,821
Miscellaneous				
529110 Mileage Reimbursement	48	104	200	200
529120 Commercial Travel	0	0	500	500
529130 Meals	0	0	200	200
529140 Lodging	0	0	1,000	1,000
529210 Meetings	0	0	100	100
529220 Conferences	0	125	500	500
529300 Dues and Memberships	40	80	200	200
Miscellaneous Total	88	309	2,700	2,700
Materials and Services Total	68,797	72,816	80,022	67,535
Administrative Charges				
611100 County Admin Allocation	2,383	2,372	2,828	3,008
611220 Custodial Allocation	7,306	7,526	8,236	8,768
611230 Courier Allocation	108	72	83	88
611250 Risk Management Allocation	204	220	274	294
611255 Benefits Allocation	502	421	567	574
611260 Human Resources Allocation	1,918	1,519	2,290	2,486
611300 Legal Services Allocation	5,906	4,353	6,447	9,094
611410 FIMS Allocation	3,221	3,725	3,014	3,106
611600 Finance Allocation	3,429	2,806	3,059	3,181
611800 MCBEE Allocation	184	63	188	140
614100 Liability Insurance Allocation	600	500	700	600
614200 WC Insurance Allocation	400	400	400	400
Administrative Charges Total	26,161	23,977	28,086	31,739

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

LEGAL

260 - Law Library	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Transfers Out				
561480 Xfer to Capital Impr Projects	8,151	0	0	0
Transfers Out Total	8,151	0	0	0
Contingency				
571010 Contingency	0	0	30,641	29,285
Contingency Total	0	0	30,641	29,285
Ending Fund Balance				
573010 Unapprop Ending Fund Balance	0	0	703,014	719,275
Ending Fund Balance Total	0	0	703,014	719,275
Law Library Total	214,315	254,056	1,016,064	1,036,717
580 - Central Services	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Personnel Services				
Salaries and Wages				
511110 Regular Wages	649,239	687,518	901,553	904,374
511120 Temporary Wages	31,953	8,557	8,528	8,369
511130 Vacation Pay	64,358	53,017	0	0
511140 Sick Pay	28,447	45,815	0	0
511150 Holiday Pay	32,884	36,628	0	0
511160 Comp Time Pay	1,192	1,282	0	0
511210 Compensation Credits	28,912	30,220	19,635	18,326
511240 Leave Payoff	0	16,993	0	0
511280 Cell Phone Pay	1,083	858	360	0
511290 Health Insurance Waiver Pay	1,807	1,107	0	0
511420 Premium Pay	0	156	0	0
Salaries and Wages Total	839,876	882,152	930,076	931,069
Fringe Benefits				
512110 PERS	133,828	162,318	177,789	211,758
512120 401K	25,001	26,269	27,587	28,144
512130 PERS Debt Service	38,277	37,887	55,272	48,903
512200 FICA	62,907	65,519	70,651	70,753
512310 Medical Insurance	123,351	140,326	156,960	161,760
512320 Dental Insurance	12,025	12,624	15,600	16,080
512330 Group Term Life Insurance	1,447	1,484	1,705	1,702
512340 Long Term Disability Insurance	2,579	2,659	3,823	3,817
512400 Unemployment Insurance	3,150	2,868	3,408	3,415
512520 Workers Comp Insurance	250	235	360	348
512600 Wellness Program	358	372	400	400
512610 Employee Assistance Program	262	275	270	340

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

LEGAL

580 - Central Services	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Personnel Services				
512700 County HSA Contributions	650	0	0	0
Fringe Benefits Total	404,086	452,835	513,825	547,420
Personnel Services Total	1,243,962	1,334,987	1,443,901	1,478,489
Materials and Services				
Supplies				
521010 Office Supplies	2,638	2,928	4,600	4,000
521070 Departmental Supplies	2	59	75	65
521190 Publications	1,042	6,521	3,000	5,500
Supplies Total	3,682	9,509	7,675	9,565
Materials				
522150 Small Office Equipment	675	4,656	3,000	1,000
522170 Computers Non Capital	776	1,592	0	1,000
522180 Software	0	313	1,000	500
Materials Total	1,451	6,561	4,000	2,500
Communications				
523020 Phone and Communication Svcs	0	0	50	50
523030 Fax	(12)	0	0	0
523040 Data Connections	1,440	1,440	1,440	1,440
523050 Postage	104	176	250	100
523060 Cellular Phones	620	805	1,440	5,150
523090 Long Distance Charges	62	69	100	100
Communications Total	2,215	2,490	3,280	6,840
Utilities				
524010 Electricity	6,201	6,146	7,007	7,070
524020 Street Light Electricity	4	4	4	4
524040 Natural Gas	81	57	60	64
524050 Water	117	118	103	106
524070 Sewer	258	258	286	235
524090 Garbage Disposal and Recycling	596	542	387	388
Utilities Total	7,258	7,125	7,847	7,867
Contracted Services				
525450 Subscription Services	16,041	8,226	13,000	13,000
525510 Legal Services	1	48,432	88,899	108,899
525540 Witnesses	210	90	250	150
525541 Witness Mileage Reimbursement	39	0	250	150
525710 Printing Services	8	176	150	150
525715 Advertising	0	80	0	0
525735 Mail Services	1,111	1,404	1,200	1,500

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

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580 - Central Services	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Materials and Services				
525740 Document Disposal Services	0	7	75	75
Contracted Services Total	17,409	58,416	103,824	123,924
Repairs and Maintenance				
526030 Building Maintenance	311	1,588	400	400
Repairs and Maintenance Total	311	1,588	400	400
Rentals				
527100 Vehicle Rental	0	0	200	200
527120 Motor Pool Mileage	272	233	350	100
527130 Parking	136	104	150	150
527210 Building Rental Private	3,533	3,599	3,689	3,781
527240 Condo Assn Assessments	7,119	7,135	7,304	7,283
527300 Equipment Rental	5,806	5,425	5,800	6,100
Rentals Total	16,866	16,496	17,493	17,614
Miscellaneous				
529110 Mileage Reimbursement	1,669	1,844	3,000	1,600
529120 Commercial Travel	0	249	1,000	500
529130 Meals	263	135	400	400
529140 Lodging	1,889	2,296	5,000	3,450
529210 Meetings	136	88	200	200
529220 Conferences	2,933	2,429	3,700	4,300
529300 Dues and Memberships	4,542	5,337	5,000	5,000
529650 Pre Employment Costs	0	40	0	0
Miscellaneous Total	11,432	12,419	18,300	15,450
Materials and Services Total	60,624	114,605	162,819	184,160
Administrative Charges				
611100 County Admin Allocation	12,339	12,284	15,839	17,215
611210 Facilities Mgt Allocation	13,819	14,959	15,322	17,444
611220 Custodial Allocation	11,223	11,614	12,712	13,540
611230 Courier Allocation	500	415	419	438
611250 Risk Management Allocation	1,557	1,762	2,023	2,178
611255 Benefits Allocation	2,327	2,406	2,833	2,870
611260 Human Resources Allocation	8,889	8,674	11,442	12,418
611400 Information Tech Allocation	24,552	24,817	29,533	37,526
611410 FIMS Allocation	17,343	16,759	17,580	18,947
611420 Telecommunications Allocation	2,959	2,217	2,469	3,160
611600 Finance Allocation	8,160	8,774	11,599	12,345
611800 MCBEE Allocation	1,020	293	1,128	879
612100 IT Equipment Use Charges	2,025	2,063	3,674	2,945
614100 Liability Insurance Allocation	5,100	4,600	5,600	4,800

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

LEGAL

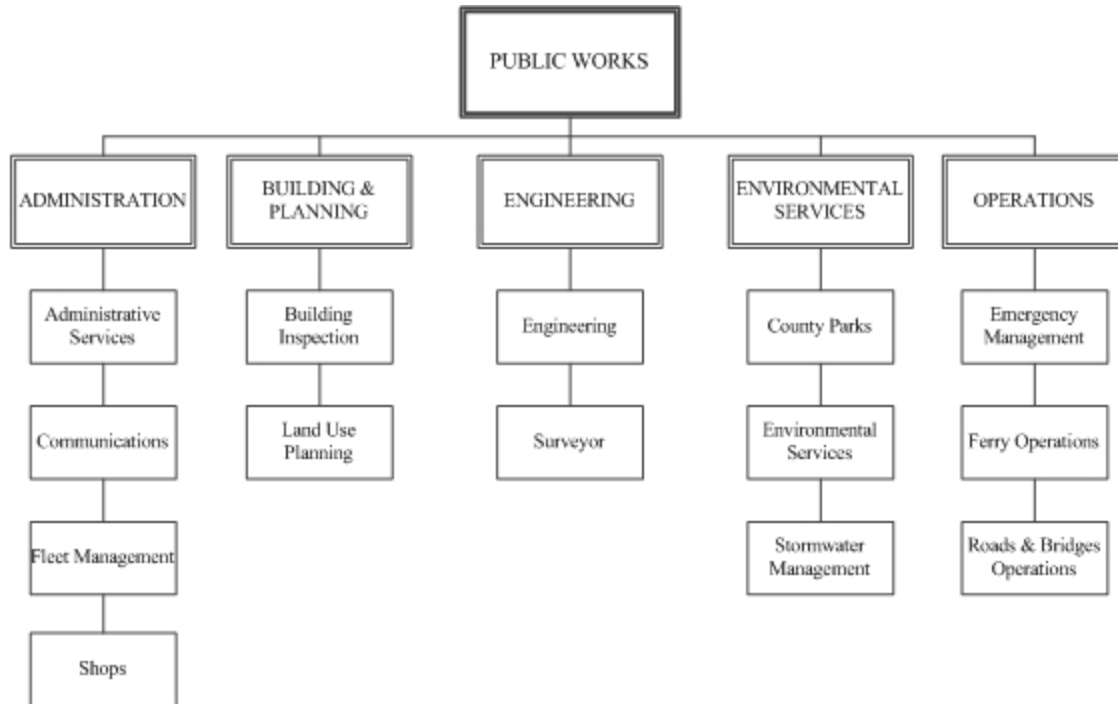
580 - Central Services	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Administrative Charges				
614200 WC Insurance Allocation	3,300	3,300	3,300	3,300
Administrative Charges Total	115,113	114,937	135,473	150,005
Central Services Total	1,419,699	1,564,529	1,742,193	1,812,654
Legal Grand Total	1,634,014	1,818,585	2,758,257	2,849,371

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

PUBLIC WORKS

PUBLIC WORKS



MISSION STATEMENT

Utilize available resources as efficiently as possible and provide superior customer service that is attentive and engaging and shows the customer they are the reason we are here.

GOALS AND OBJECTIVES

- Goal 1 Provide consistent and timely service to all customers, internal and external.
- Objective 1 Update customer service surveys and survey methods; submit to customer advisory team annually; analyze results and prepare reports.
 - Objective 2 Provide training to staff during safety meetings on the department's mission, vision and strategic values.
 - Objective 3 Provide immediate zoning review of building permits.
 - Objective 4 Continue to streamline the multi-divisional review process for citizens for building permits, roadway improvements, survey plats, septic issues, etc.
 - Objective 5 Maintain a turnaround time of ten days or less for the review of plans that are not complex.
 - Objective 6 Increase the number of structural permits that are reviewed at the counter.
 - Objective 7 Have sanitarian services available at all times at the permit counter subject to current funding levels.
- Goal 2 Enhance departmental communication and information flow; improve public information and external communication.
- Objective 1 Continue to communicate during monthly safety meetings and Unit 2 meetings, maintain department Intranet and Internet websites, and publish the department newsletter on a quarterly basis.
 - Objective 2 Utilize the web and social media to inform customers of department activities.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

PUBLIC WORKS

- Objective 3 Review management priorities regularly through staff meetings, revise as necessary, and communicate these priorities and encourage feedback from all parties concerned.

- Goal 3 Review operational needs and resources over a rolling ten-year period.
 - Objective 1 Annual review of optimal organizational size and needed skill levels.
 - Objective 2 Train and/or recruit as necessary, balancing staffing needs with the need to retain qualified employees and budget constraints.
 - Objective 3 Coordinate with Business Services any remodeling or new construction of facilities for operational efficiency, equipment use and better security.

- Goal 4 Increase and pursue additional funding sources and continue to educate employees and citizens regarding departmental funding sources.
 - Objective 1 Support the proposed federal legislation to make the electrical power produced by the Waste-to-Energy Facility considered as renewable.
 - Objective 2 Prepare an annual review with the board of commissioners covering department projects and status of the road fund.

- Goal 5 Improve overall condition of road surfaces.
 - Objective 1 Increase the number of road miles receiving surface treatments through development and management of a surface management plan that provides the best balance of treatments between chip seals, patching, milling and resurfacing.

- Goal 6 Create a self-sustaining ferry operations program.
 - Objective 1 Review the ferry program in total including the operational needs of both ferries, the ridership of each, and the fees necessary to be self-sustaining.
 - Objective 2 Review operating schedules and hours to best serve the communities.

- Goal 7 Maintain a high level of recycling in the county for a cleaner environment.
 - Objective 1 Continue the focus of reducing the amount of mercury disposed in the waste stream in order to further reduce toxic metals at the Waste-to-Energy Facility (WTEF).
 - Objective 2 Increase the annual countywide waste recovery rate.
 - Objective 3 Reduce the amount of yard waste disposed of in the waste stream.
 - Objective 4 Continually review emissions from the WTEF and reduce whenever feasible.
 - Objective 5 Develop a plan to manage Oregon Department of Environmental Quality requirements while increasing the recycling rate.

- Goal 8 Continue toward a more paperless environment with increased access to records and information.
 - Objective 1 Archive files to county LaserFiche program, convert all paper documents to LaserFiche and begin scanning current files for electronic access.

- Goal 9 Complete state-mandated tasks.
 - Objective 1 Continue coordination with individual smaller cities on new 2030 forecasts to update comprehensive plans, justify proposals for Urban Growth Boundary amendments and meet future 20-year planning horizons.
 - Objective 2 Prepare a master plan for Emergency Management that sets short and long term operational goals.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

PUBLIC WORKS

Goal 10 Continue to streamline the review process for citizens with other agencies/departments on building permits, roadway improvements, survey plats, septic issues, survey reviews, etc.

Objective 1 Issue land use decisions within 30 days or less in at least 90% of cases.

Objective 2 Review survey fees for adequacy and review funding mechanism for all personnel.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

PUBLIC WORKS

DEPARTMENT OVERVIEW

The Public Works Department is comprised of fourteen programs that provide a variety of services from road maintenance and solid waste management to issuing building permits and providing the safest and best maintained transportation system possible with the resources available.

The department provides for the designing of new facilities (roads, bridges, etc.); maintaining county paved and gravel roads, bridges and drainage systems and operation of two ferries; responding to emergency conditions; providing parks services; contracting service district operations; managing solid waste and recycling services and education; stormwater management; issuing building permits and providing inspections; and performing countywide planning functions. These activities are managed by the Engineering, Operations, Environmental Services, and Building and Planning divisions of Public Works.

The Administration Division provides the necessary support to implement contracts and to provide financial services; county pool car services, county fleet operations, facility support, management of four service districts and one lighting district and provision of the administrative work of the department.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

PUBLIC WORKS

RESOURCE AND REQUIREMENT SUMMARY

Public Works	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Taxes	374,695	389,749	400,000	400,000	0.0%
Licenses and Permits	3,217,722	3,431,739	3,237,450	3,390,500	4.7%
Intergovernmental Federal	2,314,989	2,415,404	6,279,373	9,063,855	44.3%
Intergovernmental State	21,168,624	23,752,766	26,183,250	26,135,450	-0.2%
Charges for Services	28,686,954	32,800,283	32,506,463	32,956,790	1.4%
Admin Cost Recovery	0	0	0	0	n.a.
Fines and Forfeitures	7,223	11,937	15,000	15,000	0.0%
Interest	322,739	467,938	346,726	537,529	55.0%
Other Revenues	145,063	87,142	114,338	114,993	0.6%
General Fund Transfers	569,991	771,489	1,181,617	1,079,918	-8.6%
Other Fund Transfers	434,618	346,878	868,992	817,736	-5.9%
Settlements	89,189	31,218	52,152	0	-100.0%
Net Working Capital	42,488,853	44,721,404	51,340,636	52,744,759	2.7%
TOTAL RESOURCES	99,820,661	109,227,947	122,525,997	127,256,530	3.9%
REQUIREMENTS					
Personnel Services					
Salaries and Wages	11,013,261	11,529,399	14,103,459	14,807,608	5.0%
Fringe Benefits	6,016,609	6,642,956	8,280,615	9,120,789	10.1%
Total Personnel Services	17,029,870	18,172,355	22,384,074	23,928,397	6.9%
Materials and Services					
Supplies	1,006,633	737,770	818,503	819,176	0.1%
Materials	3,018,976	3,572,569	4,680,305	4,105,647	-12.3%
Communications	193,476	151,986	635,929	371,754	-41.5%
Utilities	311,629	318,618	367,721	385,489	4.8%
Contracted Services	17,692,925	19,525,027	22,536,889	22,234,434	-1.3%
Repairs and Maintenance	1,031,198	1,002,095	1,074,248	1,262,589	17.5%
Rentals	573,200	601,655	617,893	592,875	-4.0%
Insurance	50,023	40,970	34,500	34,500	0.0%
Miscellaneous	618,788	572,575	584,305	635,787	8.8%
Total Materials and Services	24,496,848	26,523,266	31,350,293	30,442,251	-2.9%
Administrative Charges	4,329,639	4,169,135	4,867,450	5,494,701	12.9%
Capital Outlay	9,100,439	8,920,925	19,191,657	23,276,506	21.3%
Debt Service Principal	85,000	85,000	85,000	85,000	0.0%
Debt Service Interest	5,206	6,630	5,525	7,650	38.5%
Transfers Out	52,255	10,000	123,183	181,610	47.4%
Contingency	0	0	9,076,486	11,052,486	21.8%
Ending Fund Balance	0	0	35,442,329	32,787,929	-7.5%
TOTAL REQUIREMENTS	55,099,257	57,887,311	122,525,997	127,256,530	3.9%
FTE	202.00	207.00	224.30	225.30	0.4%

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

PUBLIC WORKS

Fund Name	FUNDS				% of Total
	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	
RESOURCES					
FND 130 Public Works	53,815,141	56,369,697	64,399,950	66,867,739	52.5%
FND 305 Land Use Planning	827,914	951,570	1,094,488	1,222,239	1.0%
FND 310 Parks	866,059	1,032,777	1,053,184	983,742	0.8%
FND 320 Surveyor	2,362,574	2,554,796	2,810,093	2,917,226	2.3%
FND 330 Building Inspection	5,265,763	5,999,624	6,451,385	7,022,136	5.5%
FND 510 Environmental Services	31,820,697	37,040,631	40,645,669	42,191,394	33.2%
FND 515 Stormwater Management	1,397,326	1,729,482	2,079,270	2,110,403	1.7%
FND 595 Fleet Management	3,465,186	3,549,369	3,991,958	3,941,651	3.1%
TOTAL RESOURCES	99,820,661	109,227,947	122,525,997	127,256,530	100.0%
REQUIREMENTS					
FND 130 Public Works	27,368,042	28,176,731	64,399,950	66,867,739	52.5%
FND 305 Land Use Planning	827,914	951,570	1,094,488	1,222,239	1.0%
FND 310 Parks	432,621	576,659	1,053,184	983,742	0.8%
FND 320 Surveyor	534,437	446,662	2,810,093	2,917,226	2.3%
FND 330 Building Inspection	2,528,463	2,618,239	6,451,385	7,022,136	5.5%
FND 510 Environmental Services	21,010,893	22,446,726	40,645,669	42,191,394	33.2%
FND 515 Stormwater Management	618,294	761,795	2,079,270	2,110,403	1.7%
FND 595 Fleet Management	1,778,593	1,908,928	3,991,958	3,941,651	3.1%
TOTAL REQUIREMENTS	55,099,257	57,887,311	122,525,997	127,256,530	100.0%

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

PUBLIC WORKS

PROGRAMS

	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Roads and Bridges Operations	1,006,265	1,434,060	13,559,324	14,801,626	9.2%
Emergency Management	398,916	494,445	931,343	731,392	-21.5%
Ferry Operations	909,183	860,114	2,299,267	2,218,713	-3.5%
PW Administrative Services	46,981,524	48,701,945	21,553,478	21,410,523	-0.7%
Shops	1,136,639	1,278,832	4,111,428	2,968,474	-27.8%
Communications	61,219	41,904	1,596,205	1,269,889	-20.4%
Fleet Management	3,465,186	3,549,369	3,991,958	3,941,651	-1.3%
Environmental Services	31,820,697	37,040,631	40,645,669	42,191,394	3.8%
Stormwater Management	1,397,326	1,729,482	2,079,270	2,110,403	1.5%
County Parks	866,059	1,032,777	1,053,184	983,742	-6.6%
Engineering	3,321,395	3,558,397	20,348,905	23,467,122	15.3%
Surveyor	2,362,574	2,554,796	2,810,093	2,917,226	3.8%
Land Use Planning	827,914	951,570	1,094,488	1,222,239	11.7%
Building Inspection	5,265,763	5,999,624	6,451,385	7,022,136	8.8%
TOTAL RESOURCES	99,820,661	109,227,947	122,525,997	127,256,530	3.9%
REQUIREMENTS					
Roads and Bridges Operations	9,608,452	10,549,602	13,559,324	14,801,626	9.2%
Emergency Management	690,670	850,400	931,343	731,392	-21.5%
Ferry Operations	1,053,539	977,913	2,299,267	2,218,713	-3.5%
PW Administrative Services	2,582,781	2,497,125	21,553,478	21,410,523	-0.7%
Shops	2,972,896	3,534,199	4,111,428	2,968,474	-27.8%
Communications	451,710	529,766	1,596,205	1,269,889	-20.4%
Fleet Management	1,778,593	1,908,928	3,991,958	3,941,651	-1.3%
Environmental Services	21,010,893	22,446,726	40,645,669	42,191,394	3.8%
Stormwater Management	618,294	761,795	2,079,270	2,110,403	1.5%
County Parks	432,621	576,659	1,053,184	983,742	-6.6%
Engineering	10,007,993	9,237,725	20,348,905	23,467,122	15.3%
Surveyor	534,437	446,662	2,810,093	2,917,226	3.8%
Land Use Planning	827,914	951,570	1,094,488	1,222,239	11.7%
Building Inspection	2,528,463	2,618,239	6,451,385	7,022,136	8.8%
TOTAL REQUIREMENTS	55,099,257	57,887,311	122,525,997	127,256,530	3.9%

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

PUBLIC WORKS

Roads and Bridges Operations Program

- Performs general maintenance on county paved and gravel roads.
- Performs traffic signing and pavement markings.
- Performs bridge and drainage maintenance through bridge rehabilitation and culvert replacement.
- Controls roadside vegetation in accordance with best vegetation management practices.
- Performs annual chip seal and crack sealing programs.
- Provides emergency road operations covering mild flooding, snow, and ice control.

Program Summary

Public Works

Program: Roads and Bridges Operations

	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Intergovernmental Federal	144,695	878,841	1,248,000	585,000	-53.1%
Intergovernmental State	0	369	9,908,787	10,204,624	3.0%
Charges for Services	733,920	532,146	525,400	335,000	-36.2%
Admin Cost Recovery	0	2,582	500	1,700	240.0%
Fines and Forfeitures	7,223	11,937	15,000	15,000	0.0%
Interest	0	378	0	0	n.a.
Other Revenues	33,123	(23,410)	6,000	7,500	25.0%
Settlements	87,304	31,218	0	0	n.a.
Net Working Capital	0	0	1,855,637	3,652,802	96.8%
TOTAL RESOURCES	1,006,265	1,434,060	13,559,324	14,801,626	9.2%
REQUIREMENTS					
Personnel Services	5,329,186	5,535,135	6,276,348	6,599,930	5.2%
Materials and Services	3,309,112	4,015,032	4,995,717	5,031,579	0.7%
Administrative Charges	970,155	913,583	1,085,159	1,776,767	63.7%
Capital Outlay	0	85,852	64,400	57,350	-10.9%
Transfers Out	0	0	34,700	0	-100.0%
Contingency	0	0	1,103,000	1,336,000	21.1%
TOTAL REQUIREMENTS	9,608,452	10,549,602	13,559,324	14,801,626	9.2%
FTE	62.75	60.35	65.80	65.70	-0.2%

FTE By Position Title By Program

Program: Roads and Bridges Operations	
Position Title	FTE
Crew Leader	6.00
Environmental Specialist	1.00
Ferry Operator Relief	4.80
Maintenance Worker	9.90
Medium Equipment Operator	37.00
PW Operations Division Mgr	1.00
Road Operations Supervisor	6.00
Program Roads and Bridges Operations FTE Total:	65.70

MARION COUNTY FY 2019-20 BUDGET
BY DEPARTMENT
PUBLIC WORKS

- The count does not include an increase of 0.13 FTE for a total of 16.00 FTE of temporary positions (seasonal) that are budgeted.

FTE Changes

FTE is decreasing 0.10 due to the following:

- (1) Increase a Medium Equipment Operator 0.10 FTE, changing the allocation from the Ferry Program in order to align with duties performed for the Roads and Bridges Program.
- (2) Decrease a Ferry Operator Relief 0.20 FTE, changing the allocation from the Roads and Bridges Program, in order to align with duties performed for the Ferry Program.

Roads and Bridges Operations Program Budget Justification

RESOURCES

Resources for the Roads and Bridges Operations Program consist of gas tax, charges for striping services, and general road maintenance services.

Intergovernmental Federal revenue is decreasing \$663,000 for the following reasons:

- (1) Secure Rural Schools funding has not been approved, a decrease of \$839,000
- (2) Forest Service Timber Receipts was approved for 2019-20 but not 2018-19, an increase of \$176,000

\$409,000 from the US Department of Transportation is budgeted for the Federal Land Access Program (FLAP) grant to support chip sealing roads in the North Fork area. This was budgeted in FY 2018-19 but the project has been delayed a year.

Charges for Services is decreasing \$190,000 because less vegetation and roads maintenance services are needed for Parks, Service Districts, Stormwater and Environmental Services landfill sites. The decrease is in line with current trends for FY 2018-19.

REQUIREMENTS

Personnel Services increases can be attributed to the 0.10 FTE decrease previously mentioned, annual step increases, a 2.0% COLA, and fringe benefit cost increases.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

PUBLIC WORKS

Materials and Services is increasing \$36,000 and is attributed to the following primary reasons:

(1) An accounting change for FY 2019-20 that moves medium and heavy equipment fuel, parts, oil, tires, batteries and electrical supplies, and 3rd party maintenance expenses to the Roads and Bridges Program. In previous fiscal years, these expenses were accounted for in the Shops Program. The increase in expenses noted below for the Roads and Bridges Program are noted as a decrease in expenses in the Shops Program. The total movement of expense is approximately \$486,000 and includes the following:

- (A) Diesel and Gasoline - increase of \$208,000
- (B) Parts - increase of \$126,000
- (C) Oil & Lubricants - increase of \$17,000
- (D) Tires - increase of \$73,000
- (E) Batteries and electrical supplies - increase of \$15,000
- (F) Vehicle maintenance (third party) - increase of \$47,000

(2) Liquid asphalt and crushed rock - decrease of \$288,000 - this is attributed to a decrease in planned chip seal miles, which requires less material. Planned chip seal miles for FY 2019-20 is 64.50 miles, a decrease of 15 miles from FY 2018-19.

(3) Other Contracted Services - decrease of \$59,000 - requiring less inmate crews and soil stabilization services this fiscal year.

(4) Small Departmental Equipment - decrease of \$38,000 - this was for the GPS tracking system that was budgeted for in FY 2018-19. This project has been delayed until county policy can be written.

(5) Fleet leases - decrease of \$25,000 - this is based on the current lease rate spreadsheet provided by the Consolidated Fleet Management Fund.

(6) Deicer - decrease of \$17,000 - have used minimal product over the last several years and is more in line with current trends.

(7) Subscription Services - decrease of \$13,000 - this was for the GPS tracking system that was budgeted for in FY 2018-19. This project has been delayed until county policy can be written.

Administrative Charges is increasing \$692,000 which is attributed to the following primary reasons:

(1) Labor charges from the Shops Program for maintaining heavy and medium equipment as described in the Materials and Services section, an increase of \$599,000 and is line with FY 2018-19 trends.

(2) Central administrative charges for Human Resources, Finance and Information Technology, an increase of \$93,000.

Capital Outlay for FY 2019-20 is for the treatment of concrete bridge decks with a polymer overlay for \$57,350. This is the third year of a seven-year program.

Transfers Out is zero as there was a purchase of a new vehicle for the added Roads Operations Supervisor position in FY 2018-19.

MARION COUNTY FY 2019-20 BUDGET
BY DEPARTMENT
PUBLIC WORKS

Emergency Management Program

- Prepares emergency operation plans for the county.
- Prepares and runs disaster exercises.
- Coordinates with other county and state agencies on emergency preparedness.
- Educates the public about emergency preparedness through fairs and other events.
- Sets up the Emergency Operations Center and responds to actual emergencies.

Program Summary

Public Works	Program: Emergency Management				
	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Intergovernmental Federal	275,571	342,397	424,251	188,585	-55.5%
Intergovernmental State	0	0	336,046	336,046	0.0%
Charges for Services	642	2,278	0	0	n.a.
Other Revenues	7,921	3,984	5,845	5,000	-14.5%
General Fund Transfers	114,782	145,786	165,201	201,761	22.1%
TOTAL RESOURCES	398,916	494,445	931,343	731,392	-21.5%
REQUIREMENTS					
Personnel Services	408,547	448,564	469,433	465,157	-0.9%
Materials and Services	214,269	316,113	309,814	152,786	-50.7%
Administrative Charges	61,870	61,965	60,181	78,449	30.4%
Capital Outlay	5,985	18,759	47,399	0	-100.0%
Transfers Out	0	5,000	0	0	n.a.
Contingency	0	0	44,516	35,000	-21.4%
TOTAL REQUIREMENTS	690,670	850,400	931,343	731,392	-21.5%
FTE	4.00	3.75	3.75	3.75	0.0%

FTE By Position Title By Program

Program: Emergency Management	
Position Title	FTE
County Emergency Manager	0.75
Emergency Preparedness Coordinator	1.00
Program Coordinator 1	2.00
Program Emergency Management FTE Total:	3.75

- The count does not include 0.50 FTE for two temporary Emergency Preparedness Coordinator positions to work on grants.

FTE Changes

FTE remains unchanged.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

PUBLIC WORKS

Emergency Management Program Budget Justification

RESOURCES

Resources for the Emergency Management Program consist primarily of gas tax revenue and grant revenues, including the Oregon Emergency Management Program Grant, the State Homeland Security Program Grant and the Hazardous Material Emergency Preparedness Grant.

Total Intergovernmental Federal revenues are decreasing \$236,000 as FY 2019-20 grants have not been awarded. The three grants anticipated for FY 2019-20 include:

- (1) Oregon Emergency Management Program Grant - \$160,000 - no change from FY 2018-19.
- (2) Hazardous Materials Emergency Preparedness Grant - \$10,000 - a decrease of \$27,000 from FY 2018-19.
- (3) State Homeland Security Program Grant - \$19,000 - a decrease of \$42,000 from FY 2018-19.

Three grants from FY 2018-19 are not repeating in FY 2019-20 for a total of \$167,000.

General Fund Transfers of \$201,761 consists of the following:

- (1) Personnel Services costs for Emergency Preparedness Coordinator - \$99,652
- (2) Emergency Management Program support - \$102,109

REQUIREMENTS

Personnel Services increases are attributed to the 0.50 FTE temporary employee increase previously mentioned, annual step increases, a 2.0% COLA, and fringe benefit cost increases. This is offset by the Emergency Preparedness Coordinator position budgeted at a lower step level than occupied in FY 2018-19.

Materials and Services is decreasing \$157,000 and is attributed to the following primary reasons:

- (1) Other Contracted Services - decrease of \$128,000 - grants have not been authorized for FY 2019-20.
- (2) Software - decrease of \$17,000 - Hazmat software purchase in FY 2018-19 not repeating in FY 2019-20.
- (3) Field Supplies - decrease of \$32,000 - grants have not been authorized for FY 2019-20.
- (4) Rentals - increase of \$12,000 - which is attributed to the following primary reasons:

(A) Building Rental - increase of \$7,000 - equipment and material purchases have required additional storage. A review of square footage was conducted in FY 2018-19 to include additional sites where equipment and materials are stored.

(B) Equipment Rental - increase of \$4,000 - this is for the copy machine rental. The rental is based on number of black and white and color copies. It is in line with FY 2018-19 trends.

No Capital Outlay is planned for FY 2019-20.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

PUBLIC WORKS

Ferry Operations Program

- Maintains and operates ferry boats at two locations on the Willamette River.
- Safely transports over 300,000 vehicles per year across the Willamette River.

Program Summary

Public Works	Program: Ferry Operations				
	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Intergovernmental Federal	36,172	28,333	952,250	667,500	-29.9%
Intergovernmental State	183,553	132,221	611,845	794,713	29.9%
Charges for Services	688,968	699,180	727,400	756,500	4.0%
Other Revenues	490	380	0	0	n.a.
Net Working Capital	0	0	7,772	0	-100.0%
TOTAL RESOURCES	909,183	860,114	2,299,267	2,218,713	-3.5%
REQUIREMENTS					
Personnel Services	684,507	667,965	767,193	843,662	10.0%
Materials and Services	213,712	162,630	310,415	184,905	-40.4%
Administrative Charges	115,251	114,820	135,309	152,721	12.9%
Capital Outlay	40,069	32,498	898,750	835,725	-7.0%
Contingency	0	0	187,600	201,700	7.5%
TOTAL REQUIREMENTS	1,053,539	977,913	2,299,267	2,218,713	-3.5%
FTE	8.30	8.30	9.20	9.30	1.1%

FTE By Position Title By Program

Program: Ferry Operations	
Position Title	FTE
Crew Leader	1.00
Ferry Operator	5.00
Ferry Operator Relief	1.20
Maintenance Worker	2.10
Program Ferry Operations FTE Total:	9.30

- There are 0.50 temporary FTE not included in the regular FTE count above for a seasonal Toll Taker.

FTE Changes

FTE is increasing 0.10 due to the following:

- (1) Decrease a Medium Equipment Operator 0.10 FTE, changing the allocation from the Ferry Program in order to align with duties performed for the Roads and Bridges Program.
- (2) Increase a Ferry Relief Operator 0.20 FTE, changing the allocation from the Roads and Bridges Program in order to align with duties performed for the Ferries Program.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

PUBLIC WORKS

Ferry Operations Program Budget Justification

RESOURCES

Resources for the Ferry Program consist of gas tax, federal ferry boat grants, toll fees recorded in Charges for Services, and partial reimbursement of net expenses by the Oregon Department of Transportation for the Buena Vista Ferry and from Yamhill County for the Wheatland Ferry.

Intergovernmental Federal revenue is inclusive of a multi-year federal ferry boat grant for public information signs, parts for the ferries, and improvements at the ferry landings. The decrease in federal revenue is based on planned expenditures for FY 2019-20.

Charges for Services is increasing \$29,000 as ridership for both ferries continues to increase. There are no planned rate increases and no haul outs scheduled for this fiscal year.

REQUIREMENTS

Personnel Services increases are attributed to the 0.10 FTE increase previously mentioned, annual step increases, a 2.0% COLA, and fringe benefit cost increases.

Material and Services is decreasing \$126,000 primarily due to parts that were purchased in FY 2018-19 with the federal ferry boat grant and is not repeating in FY 2019-20.

Capital Outlay for FY 2019-20 that is funded 80% by the federal ferry boat grants and 20% Public Works gas tax consists of the following:

- (1) Buena Vista Ferry - Phase 2 - Install 11 wireless message signs reflecting current operation of ferry - \$230,725
- (2) Buena Vista Ferry - Phase 3 - Design and construct east concrete ramp extension - \$119,075
- (3) Wheatland Ferry - Phase 2 - Install 7 wireless message signs reflecting current operation of ferry - \$185,625
- (4) Wheatland Ferry - Phase 3 - Construct east and west side ramp extensions - \$300,300

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

PUBLIC WORKS

PW Administrative Services Program

- Performs all accounting functions and contract processing.
- Provides all clerical support to the department.
- Supports operation of four service districts and one lighting district.
- Provides facility services for all Public Works campuses.
- Coordinates information technology projects for the department.
- Provides countywide dispatching.

Program Summary

Public Works

Program: PW Administrative Services

	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Intergovernmental Federal	15,388	12,520	9,500	12,520	31.8%
Intergovernmental State	19,614,691	21,541,933	0	0	n.a.
Charges for Services	1,048,735	887,176	801,676	796,345	-0.7%
Admin Cost Recovery	0	(551,555)	(516,500)	(664,000)	28.6%
Interest	196,025	258,069	183,576	286,879	56.3%
Other Revenues	102,342	102,703	102,143	102,143	0.0%
General Fund Transfers	4,000	4,000	4,000	4,000	0.0%
Net Working Capital	26,000,343	26,447,099	20,969,083	20,872,636	-0.5%
TOTAL RESOURCES	46,981,524	48,701,945	21,553,478	21,410,523	-0.7%
REQUIREMENTS					
Personnel Services	1,593,271	1,621,909	1,977,046	1,847,295	-6.6%
Materials and Services	255,214	325,832	523,509	393,235	-24.9%
Administrative Charges	623,293	71,215	237,163	180,284	-24.0%
Capital Outlay	111,003	478,169	910,522	1,817,475	99.6%
Contingency	0	0	245,900	420,300	70.9%
Ending Fund Balance	0	0	17,659,338	16,751,934	-5.1%
TOTAL REQUIREMENTS	2,582,781	2,497,125	21,553,478	21,410,523	-0.7%
FTE	22.62	21.62	20.88	18.88	-9.6%

FTE By Position Title By Program

Program: PW Administrative Services	
Position Title	FTE
Accounting Specialist	2.00
Administration Division Manager	1.00
Administrative Assistant (Confidential) (Biling)	0.69
Administrative Assistant (WC)	1.00
Contracts Specialist	1.00
Department Specialist 2	2.08
Department Specialist 3	3.00
Department Specialist 4	1.00
Dispatch Center Coordinator	1.88

MARION COUNTY FY 2019-20 BUDGET
BY DEPARTMENT
PUBLIC WORKS

Program: PW Administrative Services	
Position Title	FTE
Management Analyst 1	1.00
Managerial Accountant	1.00
Office Manager Sr	0.69
Program Coordinator 1	1.00
Public Works Director	0.75
Safety Specialist	0.79
Program PW Administrative Services FTE Total:	18.88

- The count does not include 0.40 FTE for a temporary Departmental Specialist 3 position that supports the Safety Specialist and administration seasonal workloads.

FTE Changes

Administrative Services Program budget is decreasing 2.00 FTE due the following:

- (1) Decrease - Departmental Specialist 3 - transferred to Engineering - 1.83 FTE
- (2) Decrease - Departmental Specialist 3 - transferred to Surveyor - 0.17 FTE

PW Administrative Services Program Budget Justification

RESOURCES

Resources for the Administrative program consists of System Development Charges, Interest for the Public Works Fund, administrative services to various funds within the department and to the four service districts, and property leases for storage of containers at the Aumsville property and the cell tower at the main Public Works campus.

The principal revenue decrease for the Administrative Services Program is from Net Working Capital assigned to the program.

General Fund Transfers of \$4,000 are to cover administrative time spent working with cable franchise issues for the county.

Admin Cost Recovery increased \$148,000 based on current trends. In order to provide a more complete accounting of project costs within the Public Works Fund, the department is utilizing administration charge accounts to allocate the cost of internal labor and equipment usage with matching cost recovery amounts recorded in the originating programs and services. Negative amounts are recorded in the PW Administrative Services program to offset the internal revenues and expenditures, so that this accounting mechanism has a net zero effect on the fund as a whole.

REQUIREMENTS

Personnel Services decreases are attributed to the 2.00 FTE decrease mentioned above, annual step increases, a 2.0% COLA, and fringe benefit cost increases.

Materials and Services is decreasing \$130,000 attributed to the following primarily reasons:

- (1) Consulting services - decrease of \$162,000 - services related to the facilities master plan and the upgrade to the stormwater discharged pond budgeted in FY 2018-19 are not repeating in FY 2019-20.
- (2) Public Works services - increase of \$10,000 - services rendered by Environmental Services employees to maintain the drinking water well on Public Works main campus. This is a facilities operational change made in FY 2018-19.
- (3) Repairs and maintenance - increase of \$22,000 - services from Business Services for facilities and grounds maintenance based on current trends and planned gutter maintenance.

Administrative Charges reflect a decrease of \$57,000, which is primarily due to the larger credit offsetting the internal Public Works Fund labor expenses, and an increase from Business Services for facilities and custodial services of \$52,000.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

PUBLIC WORKS

Capital Outlay for FY 2019-20 includes the following:

- (1) Salem campus - stormwater pond upgrade - \$121,000
- (2) Salem campus - preliminary engineering for replacement of building #2 on the main campus - \$1,100,000
- (3) Salem campus - PGE line extension - \$32,175
- (4) Salem campus - install 2 access card readers - \$14,300
- (5) Salem campus - preliminary engineering for additional square footage to building #1 on the main campus - \$550,000

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

PUBLIC WORKS

Shops Program

- Purchases and maintains all heavy equipment for the department.
- Maintains county pool car and light duty fleet, including the Sheriff's Office, Public Works and Health and Human Services vehicles.

Program Summary

Public Works

Program: Shops

	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Intergovernmental State	0	0	2,831,049	1,560,874	-44.9%
Charges for Services	1,111,456	747,684	585,000	795,300	35.9%
Admin Cost Recovery	0	528,673	515,000	612,300	18.9%
Other Revenues	182	2,475	0	0	n.a.
Other Fund Transfers	25,000	0	0	0	n.a.
Settlements	0	0	10,000	0	-100.0%
Net Working Capital	0	0	170,379	0	-100.0%
TOTAL RESOURCES	1,136,639	1,278,832	4,111,428	2,968,474	-27.8%
REQUIREMENTS					
Personnel Services	983,368	1,046,001	1,201,992	1,299,007	8.1%
Materials and Services	1,211,722	771,118	829,498	352,066	-57.6%
Administrative Charges	191,531	641,114	700,838	231,659	-66.9%
Capital Outlay	586,275	1,075,965	1,347,746	817,742	-39.3%
Contingency	0	0	31,354	268,000	754.8%
TOTAL REQUIREMENTS	2,972,896	3,534,199	4,111,428	2,968,474	-27.8%
FTE	14.00	14.00	14.00	14.00	0.0%

FTE By Position Title By Program

Program: Shops	
Position Title	FTE
Fleet Shop Supervisor	1.00
Fleet Specialist	1.00
Mechanic	8.00
Mechanic-Sr	1.00
Parts Clerk	2.00
Public Works Aide	1.00
Program Shops FTE Total:	14.00

FTE Changes

FTE remains unchanged.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

PUBLIC WORKS

Shops Program Budget Justification

RESOURCES

Resources for the Shops Program consist of gas tax, Charges for Services provided to other county departments, the sale of fuel to the Marion County Fire District, and maintenance services to the Housing Authority.

The increase of \$210,000 in Charges for Services is based on current trends, which is driven by being fully staffed for the first time in several years, and a conservative FY 2018-19 budget compared to previous year actual charges.

Admin Cost recovery is used to allocate services of labor and equipment to the various programs within the Public Works Roads Fund. The increase of \$97,000 is based on current trends driven by having a full staff.

REQUIREMENTS

Personnel Services increases are attributed to annual step increases, a 2.0% COLA, fringe benefit cost increases and adjustments due to position market reviews.

Materials and Services is decreasing \$477,000 for the following primary reasons:

(1) An accounting change for FY 2019-20 that moves medium and heavy equipment fuel, parts, oil, third party maintenance expenses, tires, batteries and electrical supplies to the Roads and Bridges Program. In previous fiscal years, these expenses were accounted for in the Shops Program. The decrease in expenses noted below are noted as increases in expenses in the Roads and Bridges Program. The total movement of expense is approximately \$486,000 and includes the following:

- (A) Diesel and Gasoline - decrease of \$208,000
- (B) Parts - decrease of \$126,000
- (C) Oil & Lubricants - decrease of \$17,000
- (D) Tires - decrease of \$73,000
- (E) Batteries and electrical supplies - decrease of \$15,000
- (F) Vehicle maintenance (third party) - decrease of \$47,000

(2) Small departmental equipment is decreasing \$10,000 due to a welding tool and a key organizer that was budgeted in FY 2018-19.

Administrative Charges is decreasing \$469,000 due to medium and heavy equipment maintenance labor expenses being reassigned to the Roads and Bridges Program.

Capital Outlay in FY 2019-20 consists of the following:

- (1) Replacement - Class 8 10 yard dump truck - \$196,200
- (2) Replacement - Paint striper truck - \$220,500
- (3) Replacement - Wood chipper - \$99,800
- (4) Replacement - Self-propelled broom - \$63,000
- (5) Replacement - Brush cutting head - \$12,600
- (6) Replacement - Tire changing machine - CDO shop - \$8,842
- (7) New - Self-propelled broom - \$63,000
- (8) New - Tracked skid steer - \$83,500
- (9) New - Brush cutter for skid steer - \$15,800
- (10) New - Trailer for skid steer - \$7,400
- (11) New - Mower for mini excavator - \$10,300
- (12) New - Hook truck component - flat bed - \$16,800
- (13) New - Two portable fall restraint systems - \$20,000

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

PUBLIC WORKS

Communications Program

- Supports all radio communication systems in the county and microwave.
- Erects and maintains radio communication towers.
- Determines line-of-sight clearance for microwave transmitters.
- Installs required radio equipment in county fleet vehicles.

Program Summary

Public Works	Program: Communications				+/- %
	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	
RESOURCES					
Intergovernmental State	0	0	917,279	1,198,889	30.7%
Charges for Services	61,219	21,603	81,500	21,000	-74.2%
Admin Cost Recovery	0	20,301	1,000	50,000	4,900.0%
General Fund Transfers	0	0	79,106	0	-100.0%
Net Working Capital	0	0	517,320	0	-100.0%
TOTAL RESOURCES	61,219	41,904	1,596,205	1,269,889	-20.4%
REQUIREMENTS					
Personnel Services	305,264	319,121	415,931	465,328	11.9%
Materials and Services	74,421	96,453	638,115	155,060	-75.7%
Administrative Charges	43,953	98,080	63,227	98,867	56.4%
Capital Outlay	28,071	16,113	341,732	430,884	26.1%
Transfers Out	0	0	0	42,350	n.a.
Contingency	0	0	137,200	77,400	-43.6%
TOTAL REQUIREMENTS	451,710	529,766	1,596,205	1,269,889	-20.4%
FTE	3.00	4.25	4.25	4.25	0.0%

FTE By Position Title By Program

Program: Communications	
Position Title	FTE
County Emergency Manager	0.25
Electronics Technician 1 - Communications	2.00
Electronics Technician 2	1.00
Management Analyst 2	1.00
Program Communications FTE Total:	4.25

FTE Changes

FTE remains unchanged.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

PUBLIC WORKS

Communications Program Budget Justification

RESOURCES

Resources for the Communications Program consist of gas tax and services rendered to county departments.

Charges for Services is decreasing \$61,000 based on FY 2018-19 trends for services to county departments.

General Fund transfers decreased \$79,106 as the House Mountain radio tower improvements capital project partial funding budgeted in FY 2018-19 was not extended to FY 2019-20.

REQUIREMENTS

Personnel Services increases attributed to annual step increases, a 2.0% COLA, and fringe benefit cost increases.

Materials and Services is decreasing \$483,000 and is attributed to the following primary reasons:

- (1) Radios and Accessories - decrease of \$460,000 - FY 2018-19 purchase and replacement of Public Works Fund radios not repeating in FY 2019-20.
- (2) Other Contract Services - decrease of \$50,000 - FY 2018-19 engineering studies of the tower sites not repeating in FY 2019-20.
- (3) Supplies - increase of \$24,000 - anticipated increase in supplies for repair work at each of the communication sites.
- (4) Miscellaneous - increase of \$10,000 - travel and registration for annual Association of Public-Safety Communications Officials (APCO) conference.

Capital Outlay in FY 2019-20 consists of the following:

- (1) Carryover from FY 2018-19 - CE#19-036 House Mountain power upgrade - \$80,508.
- (2) Infrastructure for Public Works radio system build. This is additional funding for FY 2018-19 CE #19-027 - \$350,376.

Transfers Out increased due to the purchase of a vehicle - \$42,350.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

PUBLIC WORKS

Fleet Management Program

- Manages the county pool vehicle fleet of 24 vehicles.
- Manages the 272 vehicle consolidated light duty fleet for the county.
- Purchases all light and medium duty vehicles for the county.

Program Summary

Public Works	Program: Fleet Management				+/- %
	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	
RESOURCES					
Charges for Services	1,903,458	1,862,776	1,902,941	1,703,712	-10.5%
General Fund Transfers	0	0	57,246	0	-100.0%
Other Fund Transfers	85,618	0	349,178	309,448	-11.4%
Settlements	0	0	42,152	0	-100.0%
Net Working Capital	1,476,109	1,686,593	1,640,441	1,928,491	17.6%
TOTAL RESOURCES	3,465,186	3,549,369	3,991,958	3,941,651	-1.3%
REQUIREMENTS					
Materials and Services	466,137	490,293	498,085	773,550	55.3%
Administrative Charges	47,231	43,177	41,783	50,344	20.5%
Capital Outlay	1,265,225	1,375,458	1,418,397	2,304,055	62.4%
Contingency	0	0	157,517	312,700	98.5%
Ending Fund Balance	0	0	1,876,176	501,002	-73.3%
TOTAL REQUIREMENTS	1,778,593	1,908,928	3,991,958	3,941,651	-1.3%

Fleet Management Program Budget Justification

RESOURCES

Resources for the Consolidated Fleet Program come from vehicle lease revenues charged to the departments that utilize light duty vehicles, revenues for the use of pool vehicles and surplus revenues for the sale of used vehicles. Pool vehicles usage is charged on a per mile basis, currently \$0.40 per mile, and includes fuel expenses. The lease rate for consolidated fleet vehicles is a maintained rate, but all departments need to purchase fuel.

The decrease in Fleet rental revenue of \$199,000 is due to an increase in surplus revenues being allocated into the vehicle lease rate.

Transfer in revenue is for departments that are adding a new vehicle to the consolidated fleet program and is further outlined in the Capital Outlay section. In FY 2019-20 the Public Works Fund is adding two vehicles; one for the Communications Program and one for the Engineering Program. Stormwater Management and the Environmental Services Programs are both adding crew pickups for summer operations that require temporary team members and equipment to be transported to various sites. The Sheriff's enhanced patrol program for East Salem Service District is adding two vehicles. The Health Department is adding one vehicle.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

PUBLIC WORKS

REQUIREMENTS

Materials and Services has increased \$275,000 primarily for installation of radios, including all of Public Works Light Duty mobile radios and associated maintenance, totaling \$186,000. Vehicle maintenance is increasing \$69,000 based on current trends.

Capital Outlay in FY 2019-20 consists of the following:

- (1) Replace - 56 light duty fleet vehicles - \$1,994,607
- (2) New - 1 vehicle for Environmental Services crew leader - \$51,260
- (3) New - 1 vehicle for Stormwater crew - \$55,000
- (4) New - 1 vehicle for Engineering inspector - \$33,000
- (5) New - 1 vehicle for Communications Electrical Technician - \$42,350
- (6) New - 2 vehicles for ESSD enhanced safety patrol - \$102,838
- (7) New - 1 vehicle for Health Department - \$25,000

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

PUBLIC WORKS

Environmental Services Program

- Manages waste flow and disposal for Marion County.
- Operates two transfer stations.
- Produces the informational, semi- annual publication "Waste Matters."
- Conducts Master Recycler classes.
- Educates the public about recycling using television, radio, and print advertising.
- Operates the Brown's Island construction demolition debris site.

Program Summary

Public Works

Program: Environmental Services

	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Taxes	374,695	389,749	400,000	400,000	0.0%
Intergovernmental State	126,202	62,747	0	57,200	n.a.
Charges for Services	20,951,676	25,638,173	25,531,414	26,251,717	2.8%
Interest	84,572	139,913	120,000	170,000	41.7%
Other Revenues	558	244	350	350	0.0%
Net Working Capital	10,282,993	10,809,805	14,593,905	15,312,127	4.9%
TOTAL RESOURCES	31,820,697	37,040,631	40,645,669	42,191,394	3.8%
REQUIREMENTS					
Personnel Services	2,014,549	2,276,398	2,997,988	3,181,838	6.1%
Materials and Services	17,490,367	18,889,224	21,091,502	21,254,199	0.8%
Administrative Charges	1,305,270	1,186,210	1,250,262	1,527,851	22.2%
Capital Outlay	110,500	3,264	555,381	1,258,100	126.5%
Debt Service Principal	85,000	85,000	85,000	85,000	0.0%
Debt Service Interest	5,206	6,630	5,525	7,650	38.5%
Transfers Out	0	0	58,800	51,260	-12.8%
Contingency	0	0	5,042,714	5,668,786	12.4%
Ending Fund Balance	0	0	9,558,497	9,156,710	-4.2%
TOTAL REQUIREMENTS	21,010,893	22,446,726	40,645,669	42,191,394	3.8%
FTE	25.45	25.35	31.73	32.73	3.2%

FTE By Position Title By Program

Program: Environmental Services	
Position Title	FTE
Accounting Specialist	1.00
Administrative Assistant (Confidential) (Biling)	0.11
Civil Engineering Assoc 2	2.00
Crew Leader	1.00
Department Specialist 2	0.65
Dispatch Center Coordinator	0.04
Environmental Services Division Manager	1.00
Environmental Services Operations Supervisor	1.00

MARION COUNTY FY 2019-20 BUDGET
BY DEPARTMENT
PUBLIC WORKS

Program: Environmental Services	
Position Title	FTE
Heavy Equipment Operator	4.00
Maintenance Worker	3.00
Management Analyst 1	1.00
Medium Equipment Operator	2.00
Office Manager Sr	0.11
Program Supervisor	0.50
Public Works Director	0.25
Safety Specialist	0.07
Scale Attendant	7.00
Scale Attendant 1	1.00
Waste Reduction Coordinator	2.00
Waste Reduction Coordinator (Bilingual)	2.00
Wastewater Operator 1	2.00
Wastewater Operator 2	1.00
Program Environmental Services FTE Total:	32.73

- The count does not include a 1.50 FTE for budgeted temporary staff. 1.00 FTE is for two on call/relief scale attendants and 0.50 FTE is for a maintenance worker during the summer months to help with transfer station support and vegetation management.

FTE Changes

FTE increase 1.00 for a Scale Attendant to provide coverage seven days a week at Covanta's energy from waste facility.

Environmental Services Program Budget Justification

RESOURCES

Resources for the Environmental Services Program consist primarily of tipping fees at each of our two transfer stations, Covanta's energy from waste facility and the Brown's Island landfill. Additional revenue includes electrical revenues, metal recovery, and franchise fees. In FY 2019-20 there is a one-time grant from the Department of Environmental Quality for \$57,000, which will pay 100% of milk dispensers and associated durables to several county schools.

Electrical revenues are projected to remain the same based on current trends. Metal recovery revenues are increasing \$31,500 based on increased commodity rates for ferrous metals. Solid waste disposal fees are increasing \$755,000 due to continued volume increases at both transfer stations. This is offset by lower volumes at Browns Island due to recovery of drywall and organic materials.

REQUIREMENTS

Personnel Services increases are attributed to the 1.00 FTE increase mentioned above, annual step increases, a 2.0% COLA and fringe benefit cost increases.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

PUBLIC WORKS

Materials and Services is increasing nominally. Several of the key factors include:

(1) Transfer station contract disposal expenses are increasing \$450,000 due to increased volume at both transfer stations and increased contract expenditures for annual CPI increases.

(2) Leachate disposal is decreasing \$505,000 due to decreased generation and a low pond balance.

Budgeted disposal volume is decreasing 2,250,000 gallons from FY18-19, offset by a 2.85% CPI increase for haul and disposal.

(3) Community Education Services is increasing \$100,000 for the following primary reasons:

(A) \$57,000 for a related Department of Environmental Quality grant for milk dispensers and durables - 100% grant funded.

(B) \$13,100 for recycling containers at schools.

(C) \$12,000 for handouts emphasizing milk/food waste at school assemblies.

(D) \$12,000 for school recycling curriculum and presentations.

(4) Other Contracted Services is increasing \$126,000 for the Solid Waste Management Master Plan.

Capital Outlay for FY 2019-20 consists of the following:

(1) Gate and Solid Waste billing system replacement - \$122,100

(2) Forklift for Household Waste site - \$36,000

(3) Preliminary engineering for Brown's Island conversion to transfer station - \$1,100,000

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

PUBLIC WORKS

Stormwater Management Program

- Maintains the stormwater system in the unincorporated urban area east of Salem.
- Improves water quality and reduces stormwater runoff by providing sweeping services and cleaning catch basins several times per year, and improving detention basins and bioswale infrastructure.
- Provides community education through media outlets, classroom exercises, employee training, brochures, and storm drain stencils.
- Meets minimum stormwater regulatory requirements by the Environmental Protection Agency and the Department of Environmental Quality.

Program Summary

Public Works	Program: Stormwater Management				
	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Charges for Services	899,616	941,766	1,107,582	1,090,866	-1.5%
Interest	4,380	8,685	4,000	10,500	162.5%
Net Working Capital	493,331	779,032	967,688	1,009,037	4.3%
TOTAL RESOURCES	1,397,326	1,729,482	2,079,270	2,110,403	1.5%
REQUIREMENTS					
Personnel Services	211,025	413,741	595,771	633,562	6.3%
Materials and Services	324,094	224,957	282,232	282,887	0.2%
Administrative Charges	31,066	38,756	62,314	85,617	37.4%
Capital Outlay	27,109	84,340	309,230	231,750	-25.1%
Transfers Out	25,000	0	1,000	55,000	5,400.0%
Contingency	0	0	30,951	128,000	313.6%
Ending Fund Balance	0	0	797,772	693,587	-13.1%
TOTAL REQUIREMENTS	618,294	761,794	2,079,270	2,110,403	1.5%
FTE	1.25	5.75	6.59	6.59	0.0%

FTE By Position Title By Program

Program: Stormwater Management	
Position Title	FTE
Administrative Assistant (Confidential) (Biling)	0.03
Crew Leader	1.00
Dispatch Center Coordinator	0.01
Environmental Specialist	2.00
Maintenance Worker	1.00
Medium Equipment Operator	2.00
Office Manager Sr	0.03
Program Supervisor	0.50
Safety Specialist	0.02
Program Stormwater Management FTE Total:	6.59

- The count does not include an increase of .45 FTE for 3 temporary Engineering Tech 1 positions that are budgeted.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

PUBLIC WORKS

FTE Changes

FTE remains unchanged.

Stormwater Management Program Budget Justification

RESOURCES

Resources for the Stormwater Management Program consist of four main components: East Salem Service District (ESSD) stormwater service fees, charges for services to ESSD, the Public Works Fund, and the Environmental Services Fund. Services to cities are decreasing \$23,000 as there are no services projected to be provided to the City of Salem through the Stormwater Management Program.

REQUIREMENTS

Personnel Services increases are attributed to the 0.45 FTE increase in temporary positions previously mentioned, annual step increases, a 2.0% COLA, and fringe benefit cost increases.

Materials and Services is increasing \$1,000 and is attributed to the following primary reasons:

- (1) Advertising - decrease of \$20,000 - reduced advertising requirements for the new permit by the Department of Environmental Quality.
- (2) Public Works Services - increase of \$20,000 - additional summer crew services from the Public Works and Environmental Services crews are needed.
- (3) Materials - decrease of \$9,000 - two laptops budgeted in FY 2018-19 are not repeating and less field equipment for ditch management is anticipated for FY 2019-20.
- (4) Vehicle maintenance - increase of \$6,000 - based on current trends for maintaining medium and heavy equipment.

Capital Outlay consists of the following:

- (1) Eldin Road culvert replacement - \$66,000
- (2) Buffalo Drive SE - manhole replacement - \$31,000
- (3) Wagon Wheel Road culvert replacement - \$27,500
- (4) Draper Street stormwater system - \$66,000
- (5) Silverton Road Sandringham bank stabilization - \$30,250
- (6) Selby - Bramble bank stabilization - \$11,000

Transfers out increased as there is a planned crew cab vehicle purchase for the Stormwater Fund in FY 2019-20.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

PUBLIC WORKS

County Parks Program

- Maintains 18 parks.
- Updates and replaces playground equipment.
- Provides the public with clean and safe recreation areas.
- Provides camping at Bear Creek Park.

Program Summary

Public Works

Program: County Parks

	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Intergovernmental Federal	74,551	(3,000)	0	0	n.a.
Intergovernmental State	303,803	311,992	295,000	295,000	0.0%
Charges for Services	41,380	71,663	69,000	80,500	16.7%
Interest	2,699	3,806	3,250	4,000	23.1%
Other Revenues	39	480	0	0	n.a.
General Fund Transfers	88,462	214,397	229,817	200,409	-12.8%
Settlements	1,885	0	0	0	n.a.
Net Working Capital	353,241	433,438	456,117	403,833	-11.5%
TOTAL RESOURCES	866,059	1,032,777	1,053,184	983,742	-6.6%
REQUIREMENTS					
Personnel Services	117,923	188,424	285,600	354,948	24.3%
Materials and Services	117,777	209,198	219,335	233,041	6.2%
Administrative Charges	25,924	28,393	39,635	52,121	31.5%
Capital Outlay	170,996	150,644	199,700	127,140	-36.3%
Contingency	0	0	65,000	76,500	17.7%
Ending Fund Balance	0	0	243,914	139,992	-42.6%
TOTAL REQUIREMENTS	432,621	576,659	1,053,184	983,742	-6.6%
FTE	1.00	1.00	2.06	2.06	0.0%

FTE By Position Title By Program

Program: County Parks	
Position Title	FTE
Administrative Assistant (Confidential) (Biling)	0.03
Medium Equipment Operator	1.00
Office Manager Sr	0.03
Program Coordinator 1	1.00
Program County Parks FTE Total:	2.06

- The count does not include the 3.92 FTE summer temporary Maintenance Workers, an increase of 0.72 FTE above FY 2018-19.

FTE Changes

FTE remained unchanged.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

PUBLIC WORKS

County Parks Program Budget Justification

RESOURCES

Resources for the county Parks Program consist primarily of the state recreational vehicle revenue, camping fees at Bear Creek Campground, and parking permit fees for accessing the North Fork area parks.

Charges for Services is increasing \$12,000 and is based on the Bear Creek Campground being open for an additional month and an increase in parking permit fees based on FY 2018-19 trends.

General Fund Transfers of \$200,409 consists of the following:

- (1) Six temporary summer maintenance workers - \$105,600
- (2) Medium Equipment Operator - \$94,809

REQUIREMENTS

Personnel Services increases are attributed to the 0.72 FTE increase in summer temporary workers previously mentioned, a full year impact of the hiring of the Medium Equipment Operator at a level higher than budgeted in FY 2018-19, annual step increases, a 2.0% COLA, and fringe benefit cost increases.

Materials and Services is increasing \$14,000 and is attributed to the following primary reasons:

- (1) Gasoline - increase of \$6,000 - additional fuel needed with the additional staff.
- (2) Security Services - increase of \$9,000 - this increase will allow some parks to remain open year round.
- (3) Radios and accessories - increase of \$4,000 - handheld radios for staff.
- (4) Public Works Services - decrease of \$12,000 - less services by Public Works and Environmental Services crews.
- (5) Consulting Services - increase of \$10,000 - review by a consultant of the process and procedures for System Development Charges(SDC).

Capital Outlay for FY 2019-20 consists of the following:

- (1) Labish Village Park picnic shelter - \$66,000
- (2) Spong's Landing Park parking lot expansion - \$38,940
- (3) Bonesteele Park disc golf course - \$22,200

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

PUBLIC WORKS

Engineering Program

- Provides design services for major projects.
- Performs construction management and project inspection.
- Performs traffic engineering services.
- Carries out long-term transportation planning.
- Provides project survey services.
- Performs drainage modeling and analysis services.
- Operates a road surface management program.

Program Summary

Public Works

Program: Engineering

	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Licenses and Permits	227,294	202,350	187,450	190,500	1.6%
Intergovernmental Federal	1,768,612	1,156,313	3,645,372	7,610,250	108.8%
Intergovernmental State	940,375	1,703,504	11,283,244	11,688,104	3.6%
Charges for Services	384,941	473,067	364,250	268,500	-26.3%
Other Revenues	172	286	0	0	n.a.
Other Fund Transfers	0	22,878	195,814	184,288	-5.9%
Net Working Capital	0	0	4,672,775	3,525,480	-24.6%
TOTAL RESOURCES	3,321,395	3,558,397	20,348,905	23,467,122	15.3%
REQUIREMENTS					
Personnel Services	2,326,384	2,546,855	3,771,171	4,152,116	10.1%
Materials and Services	473,153	629,190	1,192,771	1,203,768	0.9%
Administrative Charges	463,050	456,818	546,507	552,653	1.1%
Capital Outlay	6,745,406	5,599,863	13,076,900	15,396,285	17.7%
Transfers Out	0	5,000	0	33,000	n.a.
Contingency	0	0	1,761,556	2,129,300	20.9%
TOTAL REQUIREMENTS	10,007,993	9,237,725	20,348,905	23,467,122	15.3%
FTE	28.11	29.11	31.71	33.54	5.8%

FTE By Position Title By Program

Program: Engineering	
Position Title	FTE
Civil Engineer	3.00
Civil Engineering Assoc 1	2.00
Civil Engineering Assoc 2	4.60
County Surveyor	0.34
Department Specialist 3	1.83
Engineering Division Manager	1.00
Engineering Tech 1	2.00
Engineering Tech 2	9.00
Engineering Tech Sr	2.00

MARION COUNTY FY 2019-20 BUDGET
BY DEPARTMENT
PUBLIC WORKS

Program: Engineering	
Position Title	FTE
Project Engineer	5.00
Right of Way Agent	0.98
Survey Technician 1	1.00
Survey Technician 2	0.62
Survey Technician 3	0.17
Program Engineering FTE Total:	33.54

- The count does not include 2.34 temporary FTE and consists of the following:
 - (1) Five Engineering Technician 1 - 1.34 FTE
 - (2) One Engineering Technician 2 - 0.50 FTE
 - (3) One Engineering Technician Senior - 0.50 FTE

This is a decrease from FY 2018-19 of 0.43 FTE. These positions will perform seasonal traffic counting duties and project inspection duties, and assist with field work during peak summer months.

FTE Changes

FTE increases 1.83 due to the addition of two Departmental Specialist 3 transferred from Administrative Services Program to adjust to business need for current project work load.

Engineering Program Budget Justification

RESOURCES

Resources for the Engineering Program consists of gas tax, licenses and permit fees, and grants for federally-funded projects.

Total Licenses and Permits is increasing for the county, as third parties increased their application for ODOT Continuous Operation Variance Permits directly online.

Intergovernmental Federal revenues are increasing as two projects have construction beginning in FY 2019-20; Silverton Road Bridge - \$2.6 million, and 45th Avenue - \$2.0 million.

Intergovernmental State revenues are increasing as gas tax revenue offsets the reduction in All Roads Transportation Safety Projects (ARTS).

Charges for Services is decreasing as there is no resurfacing for the City of Silverton. Other Fund Transfers decreased as the IT Department and Health and Human Services Department contributing to the construction phase of the traffic interconnect project.

REQUIREMENTS

Personnel Services increases are attributed to the 1.83 FTE increase previously mentioned, annual step increases, a 2.0% COLA, and fringe benefit cost increases.

Materials and Services increased and is attributed to the following primary reasons:

- (1) Increase for engineering consulting services related to a Cordon Road management plan - \$100,000.
- (2) Increase for other contract services for aerial pictometry - \$38,000.
- (3) Increase for other contract services for timber bridge fumigation - \$25,000.
- (4) Decreases in striping services - \$25,000.
- (5) Decrease in computers non-capital due to upgraded work stations in FY 2018-19 - \$30,000.
- (6) Decrease in other contract services as City of Silverton is not having any slurry seal done in FY 2019-20 compared to \$100,000 budgeted in FY 2018-19.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

PUBLIC WORKS

Capital Outlay increased due to the construction phase in capital road construction and bridge projects. Safety improvements for the Oregon Department of Transportation safety program known as All Roads Transportation Safety (ARTS) projects are almost complete, and decreases of \$550,000 from FY 2018-19 levels are offset by increase in road construction projects \$3,789,000 and traffic signal upgrades of \$628,000.

Capital Outlay for FY 2019-20 consists of the following:

- (1) Hayesville Drive at Portland Road to Fuhrer Street - \$325,250
- (2) Silverton Road Bridge replacement - \$2,910,000
- (3) Jefferson Marion Road Bridge replacement - \$10,500
- (4) All Roads Transportation Safety (ARTS) transition rumble strip - \$50,000
- (5) Lancaster Drive at Macleay Road traffic signal replacement - \$472,000
- (6) 45th Avenue NE urban upgrades - \$2,072,250
- (7) Traffic Signal Interconnect and Fiber - \$1,176,750
- (8) North Fork Road Slide Repairs - \$475,000
- (9) Cordon Road Rumble Strips - \$20,000
- (10) Wintercreek Road reconstruction - \$1,455,000
- (11) ARTS safety intersections - \$17,500
- (12) ARTS safety curve signing - \$182,500
- (13) Lancaster Drive Reconstruction Center Street to Monroe Street - \$217,250
- (14) Silverton Road Hollywood Traffic Signal - \$148,250
- (15) Center Street North side - \$146,000
- (16) River Road S Bridge #5789A - \$82,750
- (17) Lancaster Drive at Cooley Drive signal replacement - \$22,000
- (18) Lancaster Drive at Auburn Road signal replacement - \$11,250
- (19) Cordon Road at Hayesville Drive - \$27,750
- (20) Cordon Road at Kale Street - \$29,750
- (21) Pavement preservation program - \$4,000,000
- (22) Bridge deck and pre-chip overlay - \$350,000
- (23) Slurry Seal program - \$100,000
- (24) Sidewalk upgrade projects - \$200,000
- (25) Duckflat Road at Libby Lane railroad crossing - \$230,500
- (26) Meridian Road Bridge - \$128,500
- (27) Large culvert replacement - \$143,000
- (28) Guardrail improvements - \$50,000
- (29) Traffic signal upgrades - \$50,000
- (30) Connecticut Avenue SE upgrade - \$13,000
- (31) Construction Project Management Software system - \$27,035
- (32) 3rd Street and Val View Drive drainage improvement for City of Turner - \$50,000
- (33) Talbot Road turn lane Jefferson School District - \$202,500

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

PUBLIC WORKS

Surveyor Program

- Re-establishes Government Corners.
- Approves and records surveys throughout the county.
- Approves and records partition plats and subdivisions.
- Maintains electronic data files of surveys.
- Performs records management of all prior surveys.

Program Summary

Public Works

Program: Surveyor

	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Charges for Services	619,047	602,663	585,300	532,350	-9.0%
Interest	14,432	22,337	15,000	25,000	66.7%
General Fund Transfers	101,659	101,659	101,659	101,659	0.0%
Net Working Capital	1,627,436	1,828,137	2,108,134	2,258,217	7.1%
TOTAL RESOURCES	2,362,574	2,554,796	2,810,093	2,917,226	3.8%
REQUIREMENTS					
Personnel Services	424,516	360,154	439,342	483,068	10.0%
Materials and Services	47,521	36,089	45,210	44,989	-0.5%
Administrative Charges	52,600	50,420	58,999	59,269	0.5%
Capital Outlay	9,800	0	0	0	n.a.
Contingency	0	0	19,299	58,000	200.5%
Ending Fund Balance	0	0	2,247,243	2,271,900	1.1%
TOTAL REQUIREMENTS	534,437	446,662	2,810,093	2,917,226	3.8%
FTE	4.06	4.06	4.07	4.24	4.2%

FTE By Position Title By Program

Program: Surveyor	
Position Title	FTE
Administrative Assistant (Confidential) (Biling)	0.02
County Surveyor	0.66
Department Specialist 2	0.03
Department Specialist 3	0.17
Dispatch Center Coordinator	0.04
Office Manager Sr	0.02
Right of Way Agent	0.02
Safety Specialist	0.07
Survey Technician 1	1.00
Survey Technician 2	1.38
Survey Technician 3	0.83
Program Surveyor FTE Total:	4.24

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

PUBLIC WORKS

FTE Changes

FTE increased 0.17 due to the addition of a Department Specialist 3 transferred from Administration Services Program to align personnel with business tasks required.

Surveyor Program Budget Justification

RESOURCES

Revenues for the Surveyor Program consist primarily of corner restoration record fees, surveyor fees, and General Fund Transfers.

The decrease in Charges for Services is due to a decrease of \$60,000 in corner restoration fees and \$3,000 for services to county departments and an increase of \$10,000 in surveyor fees. These changes are based on current year trends. The General Fund Transfer is provided to support customer service, records management, and other program functions unrelated to the corner restoration efforts.

REQUIREMENTS

Personnel Services increases are attributed to the 0.17 FTE increase previously mentioned, annual step increases, a 2.0% COLA, and fringe benefit cost increases.

Materials and Services decrease was due to a reduction in GPS tracking system that was budgeted in FY 2018-19 for \$800. This project has been delayed until county policy can be written. There are increases in fuel prices - \$300, and computer monitor upgrades - \$400.

No Capital Outlay is planned for FY 2019-20.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

PUBLIC WORKS

Land Use Planning Program

- Develops and administers a Comprehensive Land Use Plan per ORS 92.197 and 92.215.
- Implements land use regulations for the unincorporated area of Marion County.
- Completes a state-mandated periodic review.

Program Summary

Public Works	Program: Land Use Planning				
	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Charges for Services	241,864	320,108	225,000	325,000	44.4%
Interest	962	1,816	900	1,150	27.8%
General Fund Transfers	261,088	305,647	544,588	572,089	5.0%
Other Fund Transfers	324,000	324,000	324,000	324,000	0.0%
Net Working Capital	0	0	0	0	n.a.
TOTAL RESOURCES	827,914	951,570	1,094,488	1,222,239	11.7%
REQUIREMENTS					
Personnel Services	593,245	645,464	730,433	810,013	10.9%
Materials and Services	63,915	76,534	64,476	60,572	-6.1%
Administrative Charges	170,754	229,572	299,579	351,654	17.4%
TOTAL REQUIREMENTS	827,914	951,570	1,094,488	1,222,239	11.7%
FTE	6.97	6.97	6.39	6.39	0.0%

FTE By Position Title By Program

Program: Land Use Planning	
Position Title	FTE
Administrative Assistant (Confidential) (Biling)	0.02
Assistant Planner	1.00
Associate Planner	2.00
Building and Planning Division Manager	0.33
Department Specialist 2	0.12
Management Analyst 1	0.90
Office Manager Sr	0.02
Principal Planner	1.00
Senior Planner	1.00
Program Land Use Planning FTE Total:	6.39

FTE Changes

FTE remain unchanged.

Land Use Planning Program Budget Justification

RESOURCES

Resources for Land Use Planning consists primarily of planning fees, which are projected to increase in FY 2019-20 based on the FY 2018-19 trends. Additional resources from the General Fund Transfers and Other Fund Transfers through lottery distribution assist in supplementing planned expenditures.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

PUBLIC WORKS

REQUIREMENTS

Personnel Services increases are attributed to annual step increases, a 2.0% COLA, fringe benefit cost increases and adjustments from position market reviews.

Material and Services decrease was due to lower building rental allocation from the Public Works fund of \$3,700.

Administrative Charges increased primarily due to legal services allocation.

No Capital Outlay is planned for FY 2019-20.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

PUBLIC WORKS

Building Inspection Program

- Issues over 7,700 permits annually, depending on economic conditions.
- Provides services to 18 of 20 cities within Marion County.
- Performs 23,000 inspections annually.

Program Summary

Public Works	Program: Building Inspection				+/- %
	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	
RESOURCES					
Licenses and Permits	2,990,428	3,229,389	3,050,000	3,200,000	4.9%
Charges for Services	31	0	0	0	n.a.
Interest	19,669	32,934	20,000	40,000	100.0%
Other Revenues	235	0	0	0	n.a.
Net Working Capital	2,255,401	2,737,300	3,381,385	3,782,136	11.9%
TOTAL RESOURCES	5,265,763	5,999,623	6,451,385	7,022,136	8.8%
REQUIREMENTS					
Personnel Services	2,038,084	2,102,623	2,455,826	2,792,473	13.7%
Materials and Services	235,433	280,604	349,614	319,614	-8.6%
Administrative Charges	227,692	235,012	286,494	296,445	3.5%
Capital Outlay	0	0	21,500	0	-100.0%
Transfers Out	27,255	0	28,683	0	-100.0%
Contingency	0	0	249,879	340,800	36.4%
Ending Fund Balance	0	0	3,059,389	3,272,804	7.0%
TOTAL REQUIREMENTS	2,528,463	2,618,239	6,451,385	7,022,136	8.8%
FTE	20.49	22.49	23.87	23.87	0.0%

FTE By Position Title By Program

Program: Building Inspection	
Position Title	FTE
Administrative Assistant (Confidential) (Biling)	0.10
Assistant Building Official	1.00
Building and Planning Division Manager	0.67
Building Inspector 2	2.00
Building Plans Examiner 1	2.00
Building Plans Examiner 2	4.00
Building Plans Examiner Sr	1.00
Department Specialist 2	0.12
Dispatch Center Coordinator	0.03
Electrical Inspector	2.00
Office Manager Sr	0.10
Onsite Wastewater Specialist 2	3.00
Permit Specialist	5.80
Plumbing Inspector	2.00

MARION COUNTY FY 2019-20 BUDGET
BY DEPARTMENT
PUBLIC WORKS

Program: Building Inspection	
Position Title	FTE
Safety Specialist	0.05
Program Building Inspection FTE Total:	23.87

- The count does not include 0.50 temporary FTE positions and consists of the following:
 - (1) One onsite Wastewater Specialist 2 - 0.10 FTE
 - (2) One Permit Specialist - 0.20 FTE
 - (3) One Building Plans Examiner 1 - 0.20 FTE

FTE Changes

FTE remained unchanged.

Building Inspection Program Budget Justification

RESOURCES

Resources for the Building Inspection Program consist primarily of licenses and permit fees.

Requests for permits have increased over the last couple of years, increasing revenue. FY 2019-20 revenue is budgeted based on FY 2018-19 trends. Interest Earnings are increasing based on the subsequent increase in Net Working Capital.

REQUIREMENTS

Personnel Services increases are attributed to annual step increases, a 2.0% COLA, fringe benefit cost increases, Building Inspectors incentive pay adjustments, and adjustments from position market reviews.

Materials and Services is decreasing \$30,000 due to a decrease in computer tablet replacements and office equipment of \$21,000, and a reduction of services from the State of Oregon building code department of \$10,000.

No Capital Outlay is planned for FY 2019-20.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

PUBLIC WORKS

KEY DEPARTMENT ACCOMPLISHMENTS

- Building and Planning Division coordinated with local cities processing urban growth boundary amendments; rezoning areas for more flexible uses, housing opportunities and needs; Brooklake Road and Cordon Road studies; and regional floodplain updates. Planning staff processed more than 250 land use cases, and various state permits and licenses. Building permits issued were up 3.4% from the previous fiscal year to 8,061. Septic system permit applications increased by 18% over the previous fiscal year while the average time required to process each permit decreased by 38%.
- Land Development Engineering Permits (LDEP) section issued 583 utility permits, 118 work-in-right-of-way permits, 12 storm water/detention permits, 5 erosion control permits, 9 major construction permits, 282 driveway permits, 339 access reviews, 20,167 Motor Carrier Permits, 11 road closure permits, 1 film permit, and 24 special event permits.
- Engineering Division completed five significant road and bridge improvement projects: (1) replaced the Marion Creek Bridge on Jefferson-Marion Road SE, (2) completed paving and drainage improvements in the Silverton Road campus, (3) repaired the Champoeg Road culvert, returning the road to two travel lanes, (4) completed a suite of safety enhancements throughout the North Fork Road SE corridor, including guardrail installations, directional signage and curve warning signs, and (5) completed a comprehensive self-assessment of existing pedestrian facilities throughout the county road network in conformance with the Americans with Disabilities Act (ADA).
- Completed a 96-mile pavement preservation program, the largest preservation program undertaken by Marion County, since 1996 consisting of:
 - 20.7 centerline-miles of asphalt concrete overlay
 - 75.3 centerline-miles of chip seal overlayInstituted a multi-jurisdictional slurry seal pavement treatment program involving 5 Marion County cities, reducing average bid prices by approximately 12% due to contracting efficiency, and the increased volume of contracted work. This provided improved access to small cities to have slurry seal work performed. Thirteen (13) centerline-miles of slurry seal work was completed under this program, as follows:
 - 2.5 miles for Marion County
 - 5.8 Miles for Salem
 - 3.3 miles for Silverton
 - 1.8 miles for Stayton
 - 0.1 miles for Turner
- Fleet Management Program upgraded Marion County's fuel monitoring and dispensary system from a dial-up communication system that required significant manual data entry, which experiencing significant down-time issues. The new Cloud-based system utilizes newer cellular communication technology, is more efficient, requires much less manual data transfer and is very user friendly. There was the successfully recovered of approximately \$260,000 in used capital asset sales through Marion County's affiliation with GovDeals.com.
- Marion County Parks Program hired a second full-time staff member, increasing services to allow eleven seasonal parks to remain open year-round. Completed extensive park improvements of North Fork Park and Scotts Mills Park.
- Environmental Services Program continued to see record volumes at the North Marion Recycling & Transfer Station(NMRTS), a 15% increase over the previous fiscal year. Reducing the weather exposed area at the North Marion ash monofill site, resulting in a 1.5M gallon reduction in leachate generation. The NMRTS floor repair maintenance project was completed on time and budget.
- Environmental Services Division obtained and administered two grants: (1) a \$76,722 Oregon Department of Environmental Quality (ODEQ) grant for waste reduction and education, and (2) a \$20,002 Oregon State Weed Board (OSWB) grant for the inventory and treatment of noxious weeds along Mill Creek. Conducted three Master Recycler classes in one fiscal year for the first time. Contributed to numerous waste reduction events resulting in direct contact with over 4,500 county citizens, and participated in 24 episodes of the local radio program, Waste Matters.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

PUBLIC WORKS

- Stormwater Program completed 50% of the system-wide condition assessment of the East Salem Service District and completed two capital improvement projects: (1) stormwater channel improvements and aiming to reduce flooding near Elma Street SE, and (2) realignment and improvements of the Yarboro stormwater channel segment.
- Emergency Management responded to the Salem water crisis, activating the Emergency Operations Center (EOC) to coordinate response activities and staffing water distribution points in Keizer, Turner and unincorporated East Salem. Expanded the volunteer CERT program to now include over 450 volunteers with a CERT team now assigned to each incorporated city in Marion County.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

PUBLIC WORKS

KEY INDICATORS

1: Cost per mile for surface treatments on county roads

Definition and Purpose

The cost per mile of surface treatment.

To review annually the cost of surface treatments by treatment type to set up the annual program covering contract and in-house work. For this specific indicator, cost for resurfacing is being used.

Significance

Road fund revenues for general maintenance have not increasing at the same rate as costs for materials, labor, and fuel. As buying power decreases, we cannot afford to do the maintenance and construction work our aging transportation infrastructure needs to counteract accelerating deterioration and to avoid drastically higher reconstruction costs in the future. Although additional revenues have been applied to the resurfacing program over the past year, we continue to fall behind the deterioration curve for our roads and bridges. We are working on a plan to help address this deterioration issue over the near term and hopefully extend positive results well into the future.

This key indicator ties to Marion County Goal #5: Provide a safe, efficient and reliable transportation system and maintain vital infrastructure in the best condition available resources allow.

Data Units Fiscal Year

For a two inch overlay, the industry standard is \$175,000 per mile for 10-15 year life.

FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Estimate	FY 19-20 Estimate
\$165,224	\$161,928	\$173,736	\$175,000	\$180,250

Explanation of Trends and Changes

The cost for road oil has been on the decline over the past couple years, which has allowed for additional surface treatments, particularly chip seals. The other component involves the timing of the request for bids. Usually a bid earlier in the calendar year will generate lower prices. For this reason, the resurfacing package is to be put out as early in the calendar year as possible, preferably in February, in order to entice the best bids possible.

2: Miles of road resurfaced by treatment type

Definition and Purpose

The number of miles of road receiving some type of treatment each year.

To review the miles of road receiving treatments versus the miles that should receive treatment in order to satisfactorily preserve the entire system, thereby determining the true deficit in treatments. For this indicator specifically, we are tracking the number of miles resurfaced each year. This would compare with an average need of 47 miles each year.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

PUBLIC WORKS

Significance

Public Works maintains 932 miles of roads. Assuming a 20-year life for asphalt overlays, PW should overlay 47 miles per year on average. This has been achieved only a few times in the last 25 years. Chip seals and slurry seals performed at appropriate times can significantly extend the life of an overlay at a much lower cost per mile.

This key indicator ties to Marion County Goal #5: Provide a safe, efficient and reliable transportation system and maintain vital infrastructure in the best condition available resources allow.

Data Units Calendar Year

Asphalt overlay miles per year.

CY 2016 Actual	CY 2017 Actual	CY 2018 Actual	CY 2019 Estimate	CY 2020 Estimate
21.08	17.39	21.62	25.00	21.00

Explanation of Trends and Changes

The surface management program strives to put down the best possible treatment on any given road and to get the best value out of each treatment performed. This is balanced between resurfacing and various sealing techniques every year as the pavement condition index is monitored, but funds are still limited so getting the best overall value is very important. The State of Oregon transportation bill passed in 2017 has increased the gas tax revenue available for road resurfacing. The trend in miles being treated, including resurfacing miles, is currently increasing, but will be monitored annually.

3: Pavement Condition Index (PCI)

Definition and Purpose

A measure of the condition of the overall road system infrastructure.

To track the ongoing condition of the infrastructure and use it to target the annual surface treatment program by treatment type.

Significance

An optimum road system's pavement condition should be in the low 80's. As this number drops, the cost of maintenance increases and the types of maintenance available becomes narrower. This index is one of the most important indicators for where our limited resources should be focused.

This key indicator ties to Marion County Goal #5: Provide a safe, efficient and reliable transportation system and maintain vital infrastructure in the best condition available resources allow.

Data Units Calendar Year

PCI per year.

CY 2016 Actual	CY 2017 Actual	CY 2018 Actual	CY 2019 Estimate	CY 2020 Estimate
67	67	66	67	66

Explanation of Trends and Changes

We have been applying a variety of road treatments with the goal of getting the best value for each treatment applied due in part to the use of our pavement management system. Through these efforts we have been able to effectively stabilize the PCI making the trend for the past several years flat. Through continued close management of the treatments performed, our objective is to return to a PCI in the 70's.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

PUBLIC WORKS

4: Bridge Sufficiency Rating

Definition and Purpose

A measure of the condition of an individual bridge and of the overall bridge system infrastructure.

To track bridge conditions by bridge for determining rehabilitation and replacement time frames and view at a glance the condition of the overall bridge system infrastructure.

Significance

The county's 140 bridges are vital links in the county road system. The Oregon Department of Transportation consultants inspect the bridges every two years and each bridge receives a sufficiency rating between 0-100 based on a number of inspection criteria. Public Works' bridge crew performs general maintenance on our bridges, but few if any bridge replacements or major rehabilitations can be done without federal funds. Under the federal highway bridge program, bridges with sufficiency ratings less than 50 are eligible for replacement; those between 50 and 80 are eligible for rehabilitation. Sufficiency ratings are therefore an indicator of the health of each bridge and the system as a whole, as well as serving as critical benchmarks in determining which projects can compete for the limited available federal funds.

This key indicator ties to Marion County Goal #3: Pursue a safe and secure community by protecting the people, property, and economy of Marion County.

Data Units Fiscal Year

Systemwide Sufficiency Index

FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Estimate	FY 19-20 Estimate
74	74	74	74	74

Explanation of Trends and Changes

The state will continue to systematically inspect the bridges. As additional federal funding becomes available, Public Works will actively pursue a larger piece of the available funds and replace bridges on a strategic basis. Without replacing a bridge or performing significant maintenance, the trend in the index will naturally trend down. We are replacing three bridges over the next several years including the Marion Creek Bridge, the Little Pudding River Bridge on Silverton Road, and the River Road South bridge which should have a positive impact on our bridge sufficiency rating.

5: Number of permits issued by type

Definition and Purpose

The number of permits of all types issued by the department. Specifically for this indicator we are focusing on building and motor carrier permits.

To track workload, economic trends, and general activity in the county right-of-way.

Significance

The volumes of various permits we issue reflect economic trends such as housing starts, commercial buildings, other development activity and freight movement.

This key indicator ties to Marion County Goal #2: Provide leadership that addresses the continual growth and increasing diversity of Marion County's population and focuses resources on best meeting the needs of residents and supporting business.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

PUBLIC WORKS

Data Units Calendar Year

Number of permits issued.

CY 2016 Actual	CY 2017 Actual	CY 2018 Actual	CY 2019 Estimate	CY 2020 Estimate
Building = 7,135 Motor carrier = 23,426	Building = 7,796 Motor carrier = 21,087	Building = 8,061 Motor carrier = 20,167	Building = 8,300 Motor carrier = 19,500	Building = 8,500 Motor carrier = 19,000

Explanation of Trends and Changes

There is an upward trend for building permits over the past couple years indicating some growth in the economy. The economic forecast calls for a continued growth in new construction, which should mean a continued upward trend. Motor carrier permits are declining and expected to decline in future years as online applications reduce the county involvement for permits.

6: Recycling rate

Definition and Purpose

The percentage of solid waste captured in the waste stream and recycled.

To track how much waste is being recycled and use the information to build better programs to increase the rate of capture.

Significance

The Solid Waste Management Plan update, approved by the board of commissioners on January 20, 2010, makes continued progress at waste reduction as a high priority. Recycling plays an important role in reducing the tonnage of municipal solid waste incinerated at the Waste-To-Energy Facility in Brooks. Reducing the amount of waste being discarded in the first place is also a key component of the updated plan.

This key indicator ties to Marion County Goal #2: Provide leadership that addresses the continual growth and increasing diversity of Marion County's population and focuses resources on best meeting the needs of residents and supporting business.

Data Units Calendar Year

Marion County's recycling rate.

CY 2016 Actual	CY 2017 Actual	CY 2018 Actual	CY 2019 Estimate	CY 2020 Estimate
52.0%	49.49%	49.05%	49.5%	49.75%

Explanation of Trends and Changes

The recovery rate has generally trended upward over the last several years. Marion County has been a leader in Oregon's recycling rate for many years, which is due to our large focus on program management. Continued improvement in economic growth within Marion County has increased waste generation. Recycling rates continue to increase, but not at the level of total waste generation. The result is a decrease in Marion County's overall percentage of recycling. Recycle markets are being impacted by the changes in China, and it can be expected to remain flat as the market adjusts.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

PUBLIC WORKS

7: Volunteer Hours Served

Definition and Purpose

To improve the county's emergency preparedness, we actively work with stakeholders, outside organizations, and volunteers from our community. This indicator will track the annual number of Marion County Emergency Management volunteer hours worked preparing for and assisting during emergencies.

Significance

Volunteer hours reflect the increasing community outreach being done and the subsequent increase in community support. This also reflects the increase in overall preparedness in case of emergencies.

Data Units Calendar Year

Volunteer Hours Served

CY 2016 Actual	CY 2017 Actual	CY 2018 Actual	CY 2019 Estimate	CY 2020 Estimate
Community Emergency Response Team - 11,790 hours	Community Emergency Response Team - 17,060 hours	Community Emergency Response Team - 17,250 hours	Community Emergency Response Team - 17,913 hours	Community Emergency Response Team - 18,808 hours
Medical Reserve Corps - 1,750 hours	Medical Reserve Corps - 3,356 hours	Medical Reserve Corps - 3,425 hours	Medical Reserve Corps - 3,523 hours	Medical Reserve Corps - 3,699 hours
Amateur Radio Emergency Services - 3,440 hours	Amateur Radio emergency Services - 3,509 hours	Amateur Radio Emergency Services - 3,568 hours	Amateur Radio Emergency Services - 3,684 hours	Amateur Radio Emergency Services - 3,868 hours

Explanation of Trends and Changes

Last year the Marion County Emergency Management Program benefited from 24,243 total volunteer hours, compared to 23,925 hours in 2017. Due to increased program focus this increased number of volunteer hours is expected to continue primarily in the Community Emergency Response Team(CERT).

8: Transfer Station Trends

Definition and Purpose

This indicator will be used to track the level of waste material Marion County handles annually.

Significance

The reviewing of the number of tons, cubic yards and customers is a way to measure overall waste generation handling by our facilities. A high visitation number will assist in defining future waste management goals.

This key indicator ties to Marion County Goal #7: Maintain a high level of recycling in the county for a cleaner environment.

Data Units Calendar Year

Transfer stations number of customers

CY 2016 Actual	CY 2017 Actual	CY 2018 Actual	CY 2019 Estimate	CY 2020 Estimate
142,141 customers	155,164 customers	171,297 customers	176,435 customers	181,728 customers

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

PUBLIC WORKS

Transfer stations tonnage

CY 2016 Actual	CY 2017 Actual	CY 2018 Actual	CY 2019 Estimate	CY 2020 Estimate
56,143 tons	62,685 tons	69,942 tons	72,040 tons	74,201 tons

Brown's Island cubic yards

CY 2016 Actual	CY 2017 Actual	CY 2018 Actual	CY 2019 Estimate	CY 2020 Estimate
52,442 cubic yards	63,550 cubic yards	51,941 cubic yards	49,343 cubic yards	49,837 cubic yards

Explanation of Trends and Changes

Increasing growth in Marion County is increasing waste generation. The forecast is continued growth. Changes in China's waste policies is impacting the quantity and quality of waste delivered to our transfer stations. The reduction in material received at Brown's Island landfill is the result of increased recovery of drywall at a third party location and organic materials are going into compost at Brown's Island.

9: Stormwater community outreach, streets swept and catch basins cleaned

Definition and Purpose

The purpose of this indicator is to track and improve the number of community members in education outreach, the number of street miles swept and the number of catch basins cleaned. This aids in improving water quality and meeting the minimum requirements for the Oregon Department of Environmental Quality.

Significance

Stormwater management will allow for community growth and improved quality of life by reducing stormwater quantity and stormwater pollutants. This will also create a longer lasting public stormwater infrastructure.

This key indicator ties to Marion County Goal #2: Provide leadership that addresses the continual growth and increasing diversity of Marion County's population and focuses resources on best meeting the needs of residents and supporting business.

Data Units Fiscal Year

FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Estimate	FY 19-20 Estimate
Community webpage visits: 2,187	Community webpage visits: 11,260	Community webpage visits: 5,809	Community webpage visits: 6,000	Community webpage visits: 6,100
Miles swept: 1,041	Miles swept: 1,288	Miles swept: 1,198	Miles swept: 1,250	Miles swept: 1,250
Catch basins cleaned: 900	Catch basins cleaned: 1058	Catch basins cleaned: 1,325	Catch basins cleaned: 1,300	Catch basins cleaned: 1,300

Explanation of Trends and Changes

The Stormwater Management Program started in FY 2015-16. All areas of activity for community outreach, street sweeping and catch basin cleaning are expected to increase as the organization becomes familiar with the needs of the community.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

PUBLIC WORKS

Resources by Fund Detail

130 - Public Works	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Licenses and Permits				
323020 Construction Plan Reviews	29,376	17,550	30,000	30,000
324010 Driveway Permits	11,522	13,144	12,000	12,000
324020 Right Of Way Permits	18,709	24,864	18,000	18,000
324060 Removal Agreements	1,877	2,184	1,200	1,000
324070 Road Closure Permits	750	300	750	750
324080 Event and Film Permits	4,000	4,800	2,500	2,500
324090 Sign Permits	125	0	0	0
324100 Transportation Permits	1,576	512	500	500
324110 Single Trip Permits	27,984	25,528	25,000	25,000
324120 COVP Transp Permits County	60,750	47,800	50,000	50,000
324130 COVP Transp Permits Other	69,456	64,925	47,000	50,000
324140 Non COVP State Permits	1,169	745	500	750
Licenses and Permits Total	227,294	202,350	187,450	190,500
Intergovernmental Federal				
331001 Payment in Lieu of Taxes	15,388	12,520	9,500	12,520
331010 Secure Rural Schools Title I	0	717,771	839,000	0
331014 US Dept of Agriculture	154,077	0	0	0
331015 USDA Forest Service	144,695	161,070	0	176,000
331030 US Dept of Transportation	0	86,754	409,000	875,500
331211 Oregon State Police	23,642	8,346	46,622	10,000
331212 Oregon Health Authority	21,373	36,044	97,399	0
331227 Emergency Management Grant	156,806	181,712	160,000	160,000
331228 Oregon Military Department	73,750	116,295	120,230	18,585
331229 Oregon Dept of Transportation	1,645,892	1,097,892	4,564,622	7,811,250
331990 Other Federal Revenues	4,815	0	33,000	0
Intergovernmental Federal Total	2,240,438	2,418,404	6,279,373	9,063,855
Intergovernmental State				
332013 Gas Tax	19,614,691	21,541,933	23,244,500	24,191,000
332090 ODOT STP Exchange Revenues	940,000	1,175,000	821,000	788,000
332091 Oregon Dept of Transportation	0	528,504	1,822,750	804,250
332990 Other State Revenues	183,928	132,590	0	0
Intergovernmental State Total	20,738,619	23,378,027	25,888,250	25,783,250
Charges for Services				
341120 Road Vacation Fees	0	0	5,000	5,000
341290 Site Plan Review Fees	2,084	4,408	7,000	7,000
341430 Copy Machine Fees	49	84	175	145
341460 Fax Fees	11	10	10	10
341520 System Development Charges	603,042	485,895	450,000	510,000

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

PUBLIC WORKS

130 - Public Works	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Charges for Services				
341670 Surveyor Fees	2,500	7,500	0	0
341950 Retail Sales	1,294	3,711	3,400	3,500
342100 Building Rentals	202,942	179,590	171,032	172,494
342200 Property Leases	2,420	2,464	2,448	28,196
342310 Parking Permits	4,300	12,755	14,250	16,000
342510 Wheatland Ferry Tolls	579,841	603,811	600,000	615,000
342520 Buena Vista Ferry Tolls	54,474	86,840	70,000	82,000
342910 Public Records Request Charges	0	630	0	0
344300 Restitution	1,468	1,420	0	0
344999 Other Reimbursements	29,964	48,472	27,600	2,800
345100 Sale of Capital Assets	32,100	21,869	5,000	17,000
345300 Surplus Property Sales	1,447	723	0	0
345400 Document Fees	4	0	0	0
347001 PW Services to Counties	147,241	106,294	167,500	131,000
347002 PW Services to Cities	586,241	653,439	547,800	471,500
347003 PW Services to Svc Districts	233,255	227,695	111,500	27,000
347004 PW Services to Other Agencies	159,261	53,982	69,000	70,000
347005 PW Services to County Depts	1,385,946	861,542	833,511	814,000
Charges for Services Total	4,029,882	3,363,135	3,085,226	2,972,645
Admin Cost Recovery				
440020 PW Internal Equipment Charges	0	0	0	0
440110 PW Capital Labor Charges	0	0	0	0
Admin Cost Recovery Total	0	0	0	0
Fines and Forfeitures				
351500 Weighmaster Fines	7,223	11,937	15,000	15,000
Fines and Forfeitures Total	7,223	11,937	15,000	15,000
Interest				
361000 Investment Earnings	189,173	250,077	176,200	277,300
364100 Interfund Loan Interest	6,852	8,370	7,376	9,579
Interest Total	196,025	258,447	183,576	286,879
Other Revenues				
371000 Miscellaneous Income	33,521	(20,613)	6,000	7,500
371100 Recoveries from Collections	0	385	0	0
372000 Over and Short	622	431	0	0
373100 Special Program Donations	7,945	4,071	5,845	5,000
374300 Interfund Loan Principal	102,143	102,143	102,143	102,143
Other Revenues Total	144,231	86,417	113,988	114,643

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

PUBLIC WORKS

130 - Public Works	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
General Fund Transfers				
381100 Transfer from General Fund	118,782	149,786	248,307	205,761
General Fund Transfers Total	118,782	149,786	248,307	205,761
Other Fund Transfers				
381190 Transfer from Health	0	6,044	54,872	47,033
381480 Xfr from Capital Impr Projects	0	16,834	140,942	137,255
381515 Xfr from Stormwater Management	25,000	0	0	0
Other Fund Transfers Total	25,000	22,878	195,814	184,288
Settlements				
382100 Settlements	87,304	31,218	10,000	0
Settlements Total	87,304	31,218	10,000	0
Net Working Capital				
392000 Net Working Capital Unrestr	26,000,343	26,447,099	28,192,966	28,050,918
Net Working Capital Total	26,000,343	26,447,099	28,192,966	28,050,918
Public Works Total	53,815,141	56,369,697	64,399,950	66,867,739
305 - Land Use Planning	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Charges for Services				
341140 Planning Fees	241,864	320,108	225,000	325,000
Charges for Services Total	241,864	320,108	225,000	325,000
Interest				
361000 Investment Earnings	962	1,816	900	1,150
Interest Total	962	1,816	900	1,150
General Fund Transfers				
381100 Transfer from General Fund	261,088	305,647	544,588	572,089
General Fund Transfers Total	261,088	305,647	544,588	572,089
Other Fund Transfers				
381165 Xfr from Lottery and Econ Dev	324,000	324,000	324,000	324,000
Other Fund Transfers Total	324,000	324,000	324,000	324,000
Net Working Capital				
391000 Net Working Capital Restricted	1,090	1,090	0	0
392000 Net Working Capital Unrestr	(1,090)	(1,090)	0	0
Net Working Capital Total	0	0	0	0
Land Use Planning Total	827,914	951,570	1,094,488	1,222,239
310 - Parks	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Intergovernmental Federal				
331015 USDA Forest Service	39,000	0	0	0
331990 Other Federal Revenues	35,551	(3,000)	0	0
Intergovernmental Federal Total	74,551	(3,000)	0	0

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

PUBLIC WORKS

310 - Parks	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Intergovernmental State				
332018 RV Parks Apportionment	303,803	311,992	295,000	295,000
Intergovernmental State Total	303,803	311,992	295,000	295,000
Charges for Services				
341520 System Development Charges	26,634	25,191	25,000	29,000
341580 Camping Fees	8,907	9,112	9,000	10,500
342310 Parking Permits	2,360	26,662	25,000	31,000
345100 Sale of Capital Assets	0	960	0	0
345300 Surplus Property Sales	0	243	0	0
347003 PW Services to Svc Districts	182	0	0	0
347005 PW Services to County Depts	3,296	9,494	10,000	10,000
Charges for Services Total	41,380	71,663	69,000	80,500
Interest				
361000 Investment Earnings	2,699	3,806	3,250	4,000
Interest Total	2,699	3,806	3,250	4,000
Other Revenues				
372000 Over and Short	39	480	0	0
Other Revenues Total	39	480	0	0
General Fund Transfers				
381100 Transfer from General Fund	88,462	214,397	229,817	200,409
General Fund Transfers Total	88,462	214,397	229,817	200,409
Settlements				
382100 Settlements	1,885	0	0	0
Settlements Total	1,885	0	0	0
Net Working Capital				
392000 Net Working Capital Unrestr	353,241	433,438	456,117	403,833
Net Working Capital Total	353,241	433,438	456,117	403,833
Parks Total	866,059	1,032,777	1,053,184	983,742
320 - Surveyor				
Charges for Services				
341110 Corner Restoration Record Fees	473,917	454,224	460,000	400,000
341430 Copy Machine Fees	267	384	300	350
341670 Surveyor Fees	123,731	125,830	110,000	120,000
347005 PW Services to County Depts	21,132	22,226	15,000	12,000
Charges for Services Total	619,047	602,663	585,300	532,350
Interest				
361000 Investment Earnings	14,432	22,337	15,000	25,000
Interest Total	14,432	22,337	15,000	25,000

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

PUBLIC WORKS

320 - Surveyor	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
General Fund Transfers				
381100 Transfer from General Fund	101,659	101,659	101,659	101,659
General Fund Transfers Total	101,659	101,659	101,659	101,659
Net Working Capital				
392000 Net Working Capital Unrestr	1,627,436	1,828,137	2,108,134	2,258,217
Net Working Capital Total	1,627,436	1,828,137	2,108,134	2,258,217
Surveyor Total	2,362,574	2,554,796	2,810,093	2,917,226
330 - Building Inspection	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Licenses and Permits				
323010 Structural Permits	2,990,428	3,229,389	3,050,000	3,200,000
Licenses and Permits Total	2,990,428	3,229,389	3,050,000	3,200,000
Charges for Services				
344999 Other Reimbursements	31	0	0	0
Charges for Services Total	31	0	0	0
Interest				
361000 Investment Earnings	19,669	32,934	20,000	40,000
Interest Total	19,669	32,934	20,000	40,000
Other Revenues				
372000 Over and Short	235	0	0	0
Other Revenues Total	235	0	0	0
Net Working Capital				
392000 Net Working Capital Unrestr	2,255,401	2,737,300	3,381,385	3,782,136
Net Working Capital Total	2,255,401	2,737,300	3,381,385	3,782,136
Building Inspection Total	5,265,763	5,999,623	6,451,385	7,022,136
510 - Environmental Services	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Taxes				
312110 Franchise Fees Trash Collect	374,695	389,749	400,000	400,000
Taxes Total	374,695	389,749	400,000	400,000
Intergovernmental State				
332087 OR Dept Environmental Quality	126,202	51,746	0	57,200
332990 Other State Revenues	0	11,001	0	0
Intergovernmental State Total	126,202	62,747	0	57,200
Charges for Services				
341490 Ferrous Metal Fees	328,533	667,817	359,100	390,600
341500 Electricity Generation Fees	1,470,239	1,610,854	1,600,000	1,600,000
341999 Other Fees	0	750	0	0
342200 Property Leases	36,174	36,924	36,299	36,978
342610 Browns Island Tipping Fees	655,305	788,809	772,200	576,158
342620 Waste to Energy Tipping Fees	9,886,520	12,335,331	12,893,216	12,843,669

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

PUBLIC WORKS

510 - Environmental Services	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Charges for Services				
342640 N Marion Tipping Fees	1,558,905	1,934,634	1,718,009	2,271,488
342645 Appliance Metal Recovery Fees	0	6,639	0	0
342650 SKRTS Tipping Fees	4,946,220	5,741,828	5,646,654	6,109,116
342660 Browns Island Composting Fees	74,432	84,941	82,935	67,812
342672 Medical Waste Blue Bin Fees	760,210	1,083,135	988,131	1,079,838
342673 Medical Waste Gray Bin Fees	508,181	840,144	843,337	795,089
342674 WTEF Supplemental Waste Fees	233,786	205,433	200,000	181,916
342675 WTEF Suppl Waste Environ Fees	12,675	15,494	0	14,553
342690 Other Tipping Fees	290,993	131,079	0	0
342695 Paint Recycling Fees	15,247	0	0	0
344999 Other Reimbursements	172,889	139,429	97,500	97,500
345100 Sale of Capital Assets	0	0	95,000	0
347003 PW Services to Svc Districts	360	325	178,823	175,000
347005 PW Services to County Depts	1,006	14,607	20,210	12,000
Charges for Services Total	20,951,676	25,638,173	25,531,414	26,251,717
Interest				
361000 Investment Earnings	84,572	139,913	120,000	170,000
Interest Total	84,572	139,913	120,000	170,000
Other Revenues				
371100 Recoveries from Collections	558	244	350	350
Other Revenues Total	558	244	350	350
Net Working Capital				
392000 Net Working Capital Unrestr	10,282,993	10,809,805	14,593,905	15,312,127
Net Working Capital Total	10,282,993	10,809,805	14,593,905	15,312,127
Environmental Services Total	31,820,697	37,040,631	40,645,669	42,191,394
515 - Stormwater Management				
Charges for Services				
342551 Stormwater Commercial Fees	105,412	158,454	124,053	124,053
342552 Stormwater Fees	392,392	376,831	408,190	408,190
342553 Stormwater MF Residential Fees	85,521	94,472	102,334	102,334
344999 Other Reimbursements	220	0	0	0
347002 PW Services to Cities	660	228	23,000	0
347003 PW Services to Svc Districts	63,348	76,231	83,260	90,117
347005 PW Services to County Depts	252,061	235,548	366,745	366,172
Charges for Services Total	899,616	941,766	1,107,582	1,090,866

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

PUBLIC WORKS

515 - Stormwater Management	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Interest				
361000 Investment Earnings	4,380	8,685	4,000	10,500
Interest Total	4,380	8,685	4,000	10,500
Net Working Capital				
392000 Net Working Capital Unrestr	493,331	779,032	967,688	1,009,037
Net Working Capital Total	493,331	779,032	967,688	1,009,037
Stormwater Management Total	1,397,326	1,729,482	2,079,270	2,110,403
595 - Fleet Management	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Charges for Services				
342200 Property Leases	26,232	11,280	0	0
342400 Fleet Rentals	1,656,058	1,606,681	1,736,061	1,512,462
342410 Motor Pool Mileage Charges	43,706	45,132	48,000	46,750
344999 Other Reimbursements	0	(25,024)	(14,620)	0
345100 Sale of Capital Assets	174,605	222,899	133,500	143,000
347004 PW Services to Other Agencies	2,857	1,808	0	1,500
Charges for Services Total	1,903,458	1,862,776	1,902,941	1,703,712
General Fund Transfers				
381100 Transfer from General Fund	0	0	57,246	0
General Fund Transfers Total	0	0	57,246	0
Other Fund Transfers				
381125 Transfer from Juvenile Grants	0	0	19,773	0
381130 Transfer from Public Works	0	0	34,700	75,350
381190 Transfer from Health	53,448	0	80,334	25,000
381245 Xfr from Public Safety ESSD	0	0	126,888	102,838
381255 Xfr from Traffic Safety Team	4,915	0	0	0
381330 Transfer from Building Insp	27,255	0	28,683	0
381510 Transfer from Env Services	0	0	58,800	51,260
381515 Xfr from Stormwater Management	0	0	0	55,000
Other Fund Transfers Total	85,618	0	349,178	309,448
Settlements				
382100 Settlements	0	0	42,152	0
Settlements Total	0	0	42,152	0
Net Working Capital				
392000 Net Working Capital Unrestr	1,476,109	1,686,593	1,640,441	1,928,491
Net Working Capital Total	1,476,109	1,686,593	1,640,441	1,928,491
Fleet Management Total	3,465,186	3,549,369	3,991,958	3,941,651
Public Works Grand Total	99,820,661	109,227,946	122,525,997	127,256,530

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

PUBLIC WORKS

Requirements by Fund Detail

130 - Public Works	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Personnel Services				
Salaries and Wages				
511020 Salaries and Wages Budget Only	0	0	36,951	0
511110 Regular Wages	5,693,533	5,779,548	8,300,795	8,604,265
511120 Temporary Wages	408,711	471,045	694,100	739,293
511130 Vacation Pay	376,040	381,149	0	0
511140 Sick Pay	234,940	271,703	0	0
511150 Holiday Pay	314,443	316,252	0	0
511160 Comp Time Pay	104,831	114,442	350	450
511180 Differential Pay	2,742	3,119	0	0
511210 Compensation Credits	177,462	172,596	160,470	136,818
511220 Pager Pay	35,614	37,605	39,000	39,000
511240 Leave Payoff	54,580	60,315	0	0
511270 Leadworker Pay	0	554	0	0
511290 Health Insurance Waiver Pay	9,960	11,521	12,000	14,400
511420 Premium Pay	90,748	108,142	131,442	143,800
511450 Premium Pay Temps	12,512	12,693	28,200	20,280
Salaries and Wages Total	7,516,116	7,740,682	9,403,308	9,698,306
Fringe Benefits				
512010 Fringe Benefits Budget Only	0	0	3,191	53,510
512110 PERS	1,066,486	1,342,394	1,635,331	2,009,383
512120 401K	47,460	49,516	58,601	55,587
512130 PERS Debt Service	386,370	403,051	508,404	464,045
512200 FICA	569,546	583,492	700,801	725,639
512310 Medical Insurance	1,779,111	1,813,831	2,239,144	2,326,436
512320 Dental Insurance	176,319	167,475	222,542	231,265
512330 Group Term Life Insurance	12,255	12,428	15,612	16,154
512340 Long Term Disability Insurance	25,122	25,294	34,999	36,245
512400 Unemployment Insurance	27,786	24,828	31,353	32,397
512520 Workers Comp Insurance	3,781	3,456	5,371	5,294
512600 Wellness Program	4,898	4,815	6,002	5,995
512610 Employee Assistance Program	3,577	3,561	4,055	5,089
512700 County HSA Contributions	11,700	10,726	10,400	7,150
Fringe Benefits Total	4,114,412	4,444,868	5,475,806	5,974,189
Personnel Services Total	11,630,528	12,185,550	14,879,114	15,672,495
Materials and Services				
Supplies				
521010 Office Supplies	11,181	12,618	11,201	13,992
521030 Field Supplies	55,774	61,002	60,113	53,113

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

PUBLIC WORKS

130 - Public Works	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Materials and Services				
521050 Janitorial Supplies	6,891	439	2,250	1,450
521060 Electrical Supplies	28	12,445	18,300	23,400
521070 Departmental Supplies	37,145	27,554	46,238	38,058
521080 Food Supplies	1,089	1,524	1,900	1,950
521090 Uniforms and Clothing	655	359	650	500
521100 Medical Supplies	0	1,600	0	0
521110 First Aid Supplies	459	130	0	1,200
521190 Publications	898	2,410	1,365	2,290
521210 Gasoline	433,107	165,443	163,576	100,719
521220 Diesel	255,538	224,318	204,700	274,000
521230 Propane	1,484	1,575	7,800	11,250
521240 Automotive Supplies	6,000	7,232	22,800	4,550
521241 Oil and Lubricants	35,482	11,223	18,700	19,200
521300 Safety Clothing	17,959	24,388	29,520	39,290
521310 Safety Equipment	25,724	18,984	52,200	20,300
Supplies Total	889,413	573,245	641,313	605,262
Materials				
522010 Liquid Asphalt	852,803	1,170,990	1,485,220	1,202,400
522020 Crushed Rock	380,743	522,928	798,725	794,000
522030 Pipe	13,032	15,961	25,000	16,900
522050 Bridge Materials	28,340	23,796	26,980	30,000
522060 Sign Materials	55,704	129,651	89,880	100,400
522070 Paint	685,180	643,706	704,800	700,000
522080 Building Materials	4,782	8,508	20,100	5,300
522090 Chemical Sprays	40,744	60,273	53,000	75,000
522100 Parts	289,289	242,887	348,500	237,700
522110 Batteries	7,670	19,823	12,500	21,650
522120 Tires and Accessories	127,770	27,098	75,000	75,500
522140 Small Tools	11,028	22,810	35,100	33,750
522150 Small Office Equipment	16,432	5,941	17,970	18,782
522160 Small Departmental Equipment	10,818	42,666	83,279	32,350
522170 Computers Non Capital	16,773	7,205	65,005	25,845
522180 Software	14,194	19,139	44,030	17,420
522190 Asphalt Concrete	379,553	535,694	615,137	600,000
522240 Deicer	10,386	9,194	31,970	15,000
Materials Total	2,945,239	3,508,269	4,532,196	4,001,997
Communications				
523010 Telephone Equipment	110	0	0	304
523020 Phone and Communication Svcs	23,304	23,853	33,834	32,150
523040 Data Connections	11,844	16,715	19,780	25,500
523050 Postage	250	0	415	20

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

PUBLIC WORKS

130 - Public Works	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Materials and Services				
523060 Cellular Phones	21,380	18,809	27,170	24,270
523090 Long Distance Charges	1,131	1,063	600	650
523100 Radios and Accessories	53,131	15,138	474,100	15,100
Communications Total	111,150	75,577	555,899	97,994
Utilities				
524010 Electricity	155,002	162,902	182,000	181,100
524020 Street Light Electricity	28,180	28,720	29,750	32,601
524030 Traffic Signal Electricity	30,174	28,654	32,700	32,100
524040 Natural Gas	35,974	29,296	35,000	35,000
524050 Water	1,834	651	1,858	1,675
524070 Sewer	768	567	1,956	1,971
524090 Garbage Disposal and Recycling	13,380	14,564	16,757	15,292
Utilities Total	265,312	265,354	300,021	299,739
Contracted Services				
525110 Consulting Services	0	21,742	162,100	0
525155 Credit Card Fees	7,060	7,363	8,275	9,800
525158 Armored Car Services	6,421	8,929	11,220	9,600
525235 Laboratory Services	13,460	11,320	16,730	19,320
525310 Laundry Services	1,820	2,060	2,000	2,500
525320 Food Services	0	0	750	800
525355 Engineering Services	6,300	28,198	341,100	432,500
525360 Public Works Services	(162,241)	58,040	39,910	13,500
525365 Striping Services	0	30,064	100,000	75,000
525370 Stormwater Services	127,499	113,504	133,000	136,000
525405 Code Enforcement Services	37,162	45,318	49,948	51,481
525410 Dispatch Services	34,814	36,388	35,000	40,000
525450 Subscription Services	98	36	15,406	7,915
525555 Security Services	1,106	240	120	400
525710 Printing Services	4,059	2,320	5,015	7,200
525715 Advertising	2,546	5,487	4,975	2,300
525735 Mail Services	9,130	9,407	9,100	9,450
525740 Document Disposal Services	180	270	360	480
525862 Tire Hauling Services	430	270	325	450
525870 Hazardous Waste Disposal	31,421	41,715	55,500	50,000
525999 Other Contracted Services	494,343	642,884	1,006,730	726,850
Contracted Services Total	615,609	1,065,554	1,997,564	1,595,546
Repairs and Maintenance				
526011 Dept Equipment Maintenance	12,383	13,419	16,375	21,075
526012 Vehicle Maintenance	348,305	154,515	156,470	156,370
526013 Ferry Maintenance	39,407	8,249	(38,000)	30,000
526014 Radio Maintenance	3,274	3,947	4,670	2,800

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

PUBLIC WORKS

130 - Public Works	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Materials and Services				
526020 Computer Hardware Maintenance	5,199	5,235	3,400	3,200
526021 Computer Software Maintenance	17,486	37,975	39,387	38,385
526030 Building Maintenance	33,495	71,317	50,000	60,000
526032 Roof Maintenance	0	0	5,000	5,000
526040 Remodels and Site Improvements	5,455	13,041	0	4,500
526050 Grounds Maintenance	309	2,486	7,500	15,000
526060 Traffic Signal Maintenance	21,785	32,450	35,200	34,000
526062 Sewer Maintenance	0	0	5,000	5,000
526070 Road Maintenance	0	0	900	0
Repairs and Maintenance Total	487,099	342,634	285,902	375,330
Rentals				
527100 Vehicle Rental	885	0	925	325
527110 Fleet Leases	258,133	272,936	273,936	239,883
527120 Motor Pool Mileage	8,628	6,971	7,935	6,700
527130 Parking	50	30	0	0
527140 County Parking	660	660	660	660
527200 Building Rental County	14,898	13,060	12,482	19,814
527210 Building Rental Private	30	70	0	0
527300 Equipment Rental	31,683	53,426	43,354	60,411
Rentals Total	314,967	347,153	339,292	327,793
Insurance				
528110 Liability Insurance Premiums	33,477	33,477	34,000	34,000
528415 Auto Claims	13,488	4,721	500	500
Insurance Total	46,965	38,198	34,500	34,500
Miscellaneous				
529110 Mileage Reimbursement	2,131	2,398	2,952	3,252
529120 Commercial Travel	4,153	831	5,000	6,950
529130 Meals	4,175	16,764	7,095	10,835
529140 Lodging	13,116	12,652	15,054	21,063
529210 Meetings	2,154	1,798	4,020	3,400
529220 Conferences	10,615	10,457	14,333	21,059
529230 Training	13,539	12,572	23,835	25,705
529300 Dues and Memberships	11,490	10,221	13,495	14,030
529650 Pre Employment Costs	1,384	11,051	3,000	6,250
529740 Fairs and Shows	173	209	100	100
529820 Vehicle Registration	30	496	118	244
529840 Professional Licenses	4,411	3,960	5,250	2,000
529860 Permits	3,154	11,591	11,350	11,250
529880 Recording Charges	1,515	1,879	900	1,600
529910 Awards and Recognition	3,766	3,203	6,650	7,500

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

PUBLIC WORKS

130 - Public Works	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Materials and Services				
529999 Miscellaneous Expense	42	300	0	0
Miscellaneous Total	75,848	100,382	113,152	135,238
Materials and Services Total	5,751,603	6,316,366	8,799,839	7,473,399
Administrative Charges				
611100 County Admin Allocation	202,912	198,392	240,124	269,222
611210 Facilities Mgt Allocation	162,978	175,645	289,821	329,711
611220 Custodial Allocation	148,037	152,514	171,143	183,645
611230 Courier Allocation	8,837	7,223	7,048	7,592
611250 Risk Management Allocation	60,799	59,592	64,964	75,569
611255 Benefits Allocation	41,129	41,892	47,683	49,715
611260 Human Resources Allocation	157,113	151,024	192,584	215,109
611300 Legal Services Allocation	42,441	46,020	48,301	57,988
611400 Information Tech Allocation	346,053	365,137	413,524	469,272
611410 FIMS Allocation	285,706	270,111	258,400	287,855
611420 Telecommunications Allocation	25,638	29,892	30,148	35,301
611430 Info Tech Direct Charges	386,966	305,541	400,958	435,354
611600 Finance Allocation	249,262	266,357	313,805	337,933
611800 MCBEE Allocation	16,323	4,580	16,119	12,971
612100 IT Equipment Use Charges	37,010	39,877	72,862	47,263
614100 Liability Insurance Allocation	153,699	117,399	164,700	166,100
614200 WC Insurance Allocation	144,199	126,400	96,200	90,800
640010 PW Internal Labor Charges	0	0	0	0
640020 PW Internal Equipment Charges	0	0	0	0
640110 PW Capital Labor Charges	0	0	0	0
Administrative Charges Total	2,469,102	2,357,595	2,828,384	3,071,400
Capital Outlay				
531300 Departmental Equipment Capital	163,345	22,913	464,723	393,518
531600 Computer Hardware Capital	0	8,774	0	0
531700 Computer Software Capital	5,985	0	0	27,035
532400 Off Road Vehicles	0	18,759	0	246,200
532500 Road Maintenance Vehicles	572,777	1,069,165	976,946	542,700
532600 Ferries	40,069	32,498	898,750	835,725
533110 Road Resurfacing	3,970,475	3,482,512	4,905,400	4,450,000
533170 Road Construction	2,236,183	1,485,770	2,442,750	5,665,000
533180 Safety Improvements	39,490	111,139	1,071,750	390,500
533200 Traffic Signals	56,481	92,564	1,276,500	1,732,000
533500 Bridge Construction	191,361	495,595	3,444,900	3,189,100
534100 Building Construction	0	0	0	1,650,000
534600 Site Improvements	148,931	478,169	1,205,730	233,683

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

PUBLIC WORKS

130 - Public Works	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Capital Outlay				
535110 Right of Way	91,713	9,361	0	0
Capital Outlay Total	7,516,809	7,307,219	16,687,449	19,355,461
Transfers Out				
561480 Xfer to Capital Impr Projects	0	10,000	0	0
561595 Transfer to Fleet Management	0	0	34,700	75,350
Transfers Out Total	0	10,000	34,700	75,350
Contingency				
571010 Contingency	0	0	3,511,126	4,467,700
Contingency Total	0	0	3,511,126	4,467,700
Ending Fund Balance				
573010 Unapprop Ending Fund Balance	0	0	17,659,338	16,751,934
Ending Fund Balance Total	0	0	17,659,338	16,751,934
Public Works Total	27,368,042	28,176,731	64,399,950	66,867,739
305 - Land Use Planning	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Personnel Services				
Salaries and Wages				
511020 Salaries and Wages Budget Only	0	0	(1,980)	0
511110 Regular Wages	304,094	315,416	447,312	482,839
511130 Vacation Pay	31,086	27,984	0	0
511140 Sick Pay	15,203	30,913	0	0
511150 Holiday Pay	17,786	18,114	0	0
511160 Comp Time Pay	1,995	1,904	0	0
511210 Compensation Credits	14,897	16,598	13,594	18,112
511240 Leave Payoff	3,244	45	0	0
511290 Health Insurance Waiver Pay	61	0	0	0
511420 Premium Pay	14	32	0	0
Salaries and Wages Total	388,380	411,005	458,926	500,951
Fringe Benefits				
512010 Fringe Benefits Budget Only	0	0	(1,020)	0
512110 PERS	70,530	92,656	88,955	114,968
512120 401K	802	1,465	998	5,735
512130 PERS Debt Service	8,153	5,433	27,655	26,551
512200 FICA	30,025	31,084	35,250	38,312
512310 Medical Insurance	80,445	88,649	101,868	104,983
512320 Dental Insurance	8,223	8,444	10,124	10,436
512330 Group Term Life Insurance	686	745	846	909
512340 Long Term Disability Insurance	1,417	1,516	1,896	2,039
512400 Unemployment Insurance	1,463	1,338	1,706	1,855

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

PUBLIC WORKS

305 - Land Use Planning	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Personnel Services				
512520 Workers Comp Insurance	140	130	193	193
512600 Wellness Program	220	231	260	260
512610 Employee Assistance Program	161	171	176	221
512700 County HSA Contributions	2,600	2,600	2,600	2,600
Fringe Benefits Total	204,865	234,459	271,507	309,062
Personnel Services Total	593,245	645,464	730,433	810,013
Materials and Services				
Supplies				
521010 Office Supplies	1,807	1,227	1,975	2,924
521190 Publications	525	50	50	50
Supplies Total	2,332	1,277	2,025	2,974
Materials				
522150 Small Office Equipment	1,193	289	500	500
Materials Total	1,193	289	500	500
Communications				
523090 Long Distance Charges	180	174	150	200
Communications Total	180	174	150	200
Contracted Services				
525110 Consulting Services	5,975	10,650	7,500	8,200
525360 Public Works Services	0	207	1,550	300
525405 Code Enforcement Services	24,082	28,597	24,356	23,973
525510 Legal Services	1,491	0	0	0
525710 Printing Services	23	474	200	300
525715 Advertising	1,662	2,993	3,400	3,500
525735 Mail Services	2,912	10,388	3,000	2,700
525740 Document Disposal Services	0	12	15	20
Contracted Services Total	36,146	53,320	40,021	38,993
Rentals				
527120 Motor Pool Mileage	699	700	600	700
527200 Building Rental County	18,325	16,064	15,353	11,678
527300 Equipment Rental	4,853	3,666	4,527	3,777
Rentals Total	23,877	20,431	20,480	16,155
Miscellaneous				
529110 Mileage Reimbursement	41	159	150	600
529230 Training	95	0	250	250
529300 Dues and Memberships	0	794	800	700
529880 Recording Charges	51	91	100	200
Miscellaneous Total	187	1,044	1,300	1,750
Materials and Services Total	63,915	76,534	64,476	60,572
Administrative Charges				
611100 County Admin Allocation	9,247	9,823	10,482	9,501

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

PUBLIC WORKS

305 - Land Use Planning	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Administrative Charges				
611230 Courier Allocation	474	443	358	279
611250 Risk Management Allocation	1,000	1,100	1,195	1,824
611255 Benefits Allocation	2,204	2,570	2,420	1,832
611260 Human Resources Allocation	8,419	9,264	9,777	7,927
611300 Legal Services Allocation	96,907	155,489	218,763	272,597
611400 Information Tech Allocation	13,013	13,994	15,132	16,012
611410 FIMS Allocation	10,783	10,281	9,452	9,710
611420 Telecommunications Allocation	958	1,145	1,117	1,197
611430 Info Tech Direct Charges	14,706	11,736	14,654	14,784
611600 Finance Allocation	6,133	7,522	8,186	7,739
611800 MCBEE Allocation	616	175	590	437
612100 IT Equipment Use Charges	1,394	1,530	2,653	1,615
614100 Liability Insurance Allocation	3,000	2,600	3,000	4,500
614200 WC Insurance Allocation	1,900	1,900	1,800	1,700
Administrative Charges Total	170,754	229,572	299,579	351,654
Land Use Planning Total	827,914	951,570	1,094,488	1,222,239
310 - Parks				
Personnel Services				
Salaries and Wages				
511110 Regular Wages	48,486	51,330	95,755	119,715
511120 Temporary Wages	20,169	76,827	104,448	130,568
511130 Vacation Pay	4,714	2,595	0	0
511140 Sick Pay	2,355	2,574	0	0
511150 Holiday Pay	3,148	3,422	0	0
511160 Comp Time Pay	0	107	0	0
511210 Compensation Credits	2,258	2,282	2,385	4,514
511420 Premium Pay	0	0	1,256	780
511450 Premium Pay Temps	636	1,751	8,756	4,610
Salaries and Wages Total	81,767	140,888	212,600	260,187
Fringe Benefits				
512010 Fringe Benefits Budget Only	0	0	0	1,835
512110 PERS	7,232	11,322	18,941	28,511
512120 401K	0	0	55	59
512130 PERS Debt Service	5,404	7,376	5,888	6,583
512200 FICA	6,182	10,688	15,493	19,495
512310 Medical Insurance	15,192	15,836	28,410	33,322
512320 Dental Insurance	1,400	1,364	2,824	3,312
512330 Group Term Life Insurance	108	110	181	225
512340 Long Term Disability Insurance	224	227	405	505

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

PUBLIC WORKS

310 - Parks	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Personnel Services				
512400 Unemployment Insurance	299	449	363	460
512520 Workers Comp Insurance	46	96	302	302
512600 Wellness Program	40	40	82	82
512610 Employee Assistance Program	29	29	56	70
Fringe Benefits Total	36,156	47,536	73,000	94,761
Personnel Services Total	117,923	188,424	285,600	354,948
Materials and Services				
Supplies				
521010 Office Supplies	238	139	87	202
521030 Field Supplies	3,103	3,359	4,000	4,245
521050 Janitorial Supplies	1,190	1,374	0	2,350
521060 Electrical Supplies	0	5	0	0
521210 Gasoline	3,617	10,491	10,500	16,500
521240 Automotive Supplies	54	206	250	250
521241 Oil and Lubricants	0	34	0	200
521300 Safety Clothing	921	3,147	5,000	4,000
521310 Safety Equipment	0	1,174	0	1,000
Supplies Total	9,123	19,928	19,837	28,747
Materials				
522020 Crushed Rock	5,025	0	0	0
522060 Sign Materials	0	1,113	0	1,000
522070 Paint	0	0	0	750
522100 Parts	25	110	0	0
522140 Small Tools	485	958	500	500
522160 Small Departmental Equipment	0	1,039	1,910	1,500
Materials Total	5,535	3,220	2,410	3,750
Communications				
523020 Phone and Communication Svcs	0	0	0	700
523060 Cellular Phones	283	284	300	850
523090 Long Distance Charges	7	13	10	10
523100 Radios and Accessories	0	3,567	0	3,600
Communications Total	290	3,864	310	5,160
Utilities				
524010 Electricity	1,339	1,184	1,500	1,500
524020 Street Light Electricity	2,349	2,346	2,400	2,400
524090 Garbage Disposal and Recycling	3,704	5,791	8,000	9,500
Utilities Total	7,392	9,321	11,900	13,400
Contracted Services				
525110 Consulting Services	0	0	0	10,000
525235 Laboratory Services	220	260	750	750

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

PUBLIC WORKS

310 - Parks	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Materials and Services				
525360 Public Works Services	26,356	59,719	52,025	35,500
525450 Subscription Services	0	0	230	230
525555 Security Services	13,335	12,480	15,000	24,000
525710 Printing Services	1,660	3,199	3,000	3,000
525715 Advertising	0	0	5,000	5,000
525735 Mail Services	30	62	150	0
525999 Other Contracted Services	5,890	5,226	9,850	6,850
Contracted Services Total	47,491	80,946	86,005	85,330
Repairs and Maintenance				
526011 Dept Equipment Maintenance	1,842	919	4,000	2,000
526012 Vehicle Maintenance	389	1,459	500	500
526014 Radio Maintenance	92	0	0	0
526030 Building Maintenance	1,595	8,909	11,000	11,000
526055 Park Maintenance	28,060	59,490	60,000	59,000
Repairs and Maintenance Total	31,978	70,777	75,500	72,500
Rentals				
527110 Fleet Leases	11,473	16,218	15,858	15,636
527120 Motor Pool Mileage	192	36	50	0
527200 Building Rental County	3,583	3,141	3,002	2,284
527300 Equipment Rental	48	183	63	1,894
Rentals Total	15,296	19,577	18,973	19,814
Insurance				
528415 Auto Claims	335	0	0	0
Insurance Total	335	0	0	0
Miscellaneous				
529110 Mileage Reimbursement	0	71	200	150
529130 Meals	0	11	300	200
529140 Lodging	0	327	1,000	500
529210 Meetings	99	312	250	840
529220 Conferences	18	0	600	600
529230 Training	0	595	650	650
529300 Dues and Memberships	70	99	500	500
529650 Pre Employment Costs	0	0	750	750
529860 Permits	150	150	150	150
Miscellaneous Total	337	1,565	4,400	4,340
Materials and Services Total	117,777	209,198	219,335	233,041
Administrative Charges				
611100 County Admin Allocation	2,149	2,345	3,876	6,029
611230 Courier Allocation	72	66	101	178
611250 Risk Management Allocation	285	465	598	853
611255 Benefits Allocation	332	381	680	1,162
611260 Human Resources Allocation	1,268	1,374	2,747	5,025

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

PUBLIC WORKS

310 - Parks	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Administrative Charges				
611300 Legal Services Allocation	3,166	3,253	2,536	1,589
611400 Information Tech Allocation	4,618	5,216	7,412	10,029
611410 FIMS Allocation	3,726	3,906	4,651	6,168
611420 Telecommunications Allocation	319	424	558	731
611430 Info Tech Direct Charges	5,042	4,530	7,171	9,437
611600 Finance Allocation	2,836	3,898	5,322	6,744
611800 MCBEE Allocation	213	66	290	278
612100 IT Equipment Use Charges	498	569	1,293	998
614100 Liability Insurance Allocation	1,100	1,600	1,900	2,000
614200 WC Insurance Allocation	300	300	500	900
Administrative Charges Total	25,924	28,393	39,635	52,121
Capital Outlay				
531300 Departmental Equipment Capital	0	0	26,246	0
532400 Off Road Vehicles	9,611	0	0	0
534300 Special Construction	0	5,596	0	0
534600 Site Improvements	161,385	145,048	173,454	127,140
Capital Outlay Total	170,996	150,644	199,700	127,140
Contingency				
571010 Contingency	0	0	65,000	76,500
Contingency Total	0	0	65,000	76,500
Ending Fund Balance				
573010 Unapprop Ending Fund Balance	0	0	243,914	139,992
Ending Fund Balance Total	0	0	243,914	139,992
Parks Total	432,621	576,659	1,053,184	983,742
320 - Surveyor				
	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Personnel Services				
Salaries and Wages				
511110 Regular Wages	226,243	178,738	270,106	292,468
511130 Vacation Pay	20,574	12,585	0	0
511140 Sick Pay	8,840	9,525	0	0
511150 Holiday Pay	11,667	9,900	0	0
511160 Comp Time Pay	0	776	0	0
511210 Compensation Credits	7,235	7,384	4,143	3,870
511240 Leave Payoff	167	7,802	0	0
Salaries and Wages Total	274,724	226,710	274,249	296,338
Fringe Benefits				
512110 PERS	43,169	41,906	52,932	68,008
512120 401K	1,696	356	1,434	1,614

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

PUBLIC WORKS

320 - Surveyor	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Personnel Services				
512130 PERS Debt Service	13,698	13,586	16,455	15,707
512200 FICA	20,826	17,145	20,968	22,668
512310 Medical Insurance	61,362	53,229	63,885	68,589
512320 Dental Insurance	6,130	4,987	6,350	6,816
512330 Group Term Life Insurance	497	388	511	552
512340 Long Term Disability Insurance	1,011	801	1,145	1,236
512400 Unemployment Insurance	1,014	729	1,017	1,100
512520 Workers Comp Insurance	108	84	123	128
512600 Wellness Program	162	135	162	169
512610 Employee Assistance Program	118	100	111	143
Fringe Benefits Total	149,791	133,444	165,093	186,730
Personnel Services Total	424,516	360,154	439,342	483,068
Materials and Services				
Supplies				
521010 Office Supplies	566	400	371	352
521030 Field Supplies	890	494	2,087	2,087
521070 Departmental Supplies	61	0	143	143
521210 Gasoline	2,128	2,914	1,724	2,031
521300 Safety Clothing	31	38	210	210
521310 Safety Equipment	0	342	0	0
Supplies Total	3,675	4,189	4,535	4,823
Materials				
522100 Parts	78	0	0	0
522150 Small Office Equipment	0	0	600	600
522160 Small Departmental Equipment	0	0	768	0
522170 Computers Non Capital	104	0	0	375
522180 Software	6,225	0	0	0
Materials Total	6,407	0	1,368	975
Communications				
523040 Data Connections	879	760	840	840
523060 Cellular Phones	1,015	960	980	980
523090 Long Distance Charges	235	60	200	100
Communications Total	2,129	1,779	2,020	1,920
Contracted Services				
525235 Laboratory Services	0	0	100	100
525360 Public Works Services	0	0	750	0
525450 Subscription Services	0	0	115	0
525710 Printing Services	23	0	50	50
525715 Advertising	0	795	0	0

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

PUBLIC WORKS

320 - Surveyor	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Materials and Services				
525999 Other Contracted Services	0	0	1,000	1,750
Contracted Services Total	23	795	2,015	1,900
Repairs and Maintenance				
526011 Dept Equipment Maintenance	337	0	176	176
526021 Computer Software Maintenance	5,945	1,099	7,870	7,050
Repairs and Maintenance Total	6,282	1,099	8,046	7,226
Rentals				
527110 Fleet Leases	7,776	7,788	7,376	7,245
527120 Motor Pool Mileage	16	67	0	0
527200 Building Rental County	20,281	17,779	16,991	16,845
527300 Equipment Rental	409	257	392	653
Rentals Total	28,482	25,891	24,759	24,743
Miscellaneous				
529110 Mileage Reimbursement	0	0	198	198
529130 Meals	12	0	85	85
529140 Lodging	0	0	396	792
529220 Conferences	430	0	578	867
529230 Training	0	1,895	500	750
529300 Dues and Memberships	80	340	660	660
529650 Pre Employment Costs	0	0	50	50
529880 Recording Charges	0	101	0	0
Miscellaneous Total	522	2,336	2,467	3,402
Materials and Services Total	47,521	36,089	45,210	44,989
Administrative Charges				
611100 County Admin Allocation	6,520	6,407	7,363	7,811
611230 Courier Allocation	359	298	272	285
611250 Risk Management Allocation	612	733	796	824
611255 Benefits Allocation	1,674	1,732	1,838	1,863
611260 Human Resources Allocation	6,395	6,246	7,426	8,061
611300 Legal Services Allocation	3,685	3,637	5,973	5,749
611400 Information Tech Allocation	8,159	8,526	9,265	9,502
611410 FIMS Allocation	6,789	6,350	5,900	5,919
611420 Telecommunications Allocation	593	721	682	731
611430 Info Tech Direct Charges	9,244	7,206	9,042	9,122
611600 Finance Allocation	4,319	4,532	5,241	5,385
611800 MCBEE Allocation	388	107	368	267
612100 IT Equipment Use Charges	863	925	1,633	950
614100 Liability Insurance Allocation	1,800	1,900	2,100	1,800

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

PUBLIC WORKS

320 - Surveyor	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Administrative Charges				
614200 WC Insurance Allocation	1,200	1,100	1,100	1,000
Administrative Charges Total	52,600	50,420	58,999	59,269
Capital Outlay				
531300 Departmental Equipment Capital	9,800	0	0	0
Capital Outlay Total	9,800	0	0	0
Contingency				
571010 Contingency	0	0	19,299	58,000
Contingency Total	0	0	19,299	58,000
Ending Fund Balance				
573010 Unapprop Ending Fund Balance	0	0	2,247,243	2,271,900
Ending Fund Balance Total	0	0	2,247,243	2,271,900
Surveyor Total	534,437	446,662	2,810,093	2,917,226
330 - Building Inspection	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Personnel Services				
Salaries and Wages				
511110 Regular Wages	1,083,202	1,049,702	1,470,438	1,654,645
511120 Temporary Wages	11,479	22,455	23,309	26,094
511130 Vacation Pay	65,029	72,307	0	0
511140 Sick Pay	45,796	47,291	0	0
511150 Holiday Pay	56,976	55,851	0	0
511160 Comp Time Pay	10,924	11,470	0	0
511210 Compensation Credits	25,280	26,325	15,462	15,302
511240 Leave Payoff	6,586	25,108	0	0
511290 Health Insurance Waiver Pay	728	0	0	0
511420 Premium Pay	20,293	25,330	30,000	29,600
511450 Premium Pay Temps	0	13	0	0
Salaries and Wages Total	1,326,294	1,335,853	1,539,209	1,725,641
Fringe Benefits				
512010 Fringe Benefits Budget Only	0	0	0	10,050
512110 PERS	184,420	231,123	286,777	383,252
512120 401K	3,075	3,066	3,807	4,382
512130 PERS Debt Service	74,105	84,075	89,154	88,510
512200 FICA	101,017	101,485	115,172	129,448
512310 Medical Insurance	304,316	304,086	366,032	389,357
512320 Dental Insurance	28,554	27,534	36,379	38,704
512330 Group Term Life Insurance	2,215	2,179	2,708	3,026
512340 Long Term Disability Insurance	4,596	4,468	6,070	6,788
512400 Unemployment Insurance	4,919	4,301	5,498	6,177

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

PUBLIC WORKS

330 - Building Inspection	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Personnel Services				
512520 Workers Comp Insurance	565	506	807	807
512600 Wellness Program	814	774	963	963
512610 Employee Assistance Program	594	572	650	818
512700 County HSA Contributions	2,600	2,600	2,600	4,550
Fringe Benefits Total	711,790	766,769	916,617	1,066,832
Personnel Services Total	2,038,084	2,102,623	2,455,826	2,792,473
Materials and Services				
Supplies				
521010 Office Supplies	3,883	5,429	5,373	3,221
521030 Field Supplies	1,793	2,002	2,500	1,500
521040 Institutional Supplies	52	0	0	0
521070 Departmental Supplies	660	0	0	0
521090 Uniforms and Clothing	580	1,461	2,000	1,200
521190 Publications	1,903	10,319	6,000	15,025
521210 Gasoline	13,115	18,151	17,600	19,000
521240 Automotive Supplies	0	13	0	0
521300 Safety Clothing	0	441	600	1,200
Supplies Total	21,987	37,815	34,073	41,146
Materials				
522110 Batteries	0	2	0	0
522150 Small Office Equipment	245	0	8,700	1,500
522160 Small Departmental Equipment	0	0	2,048	0
522170 Computers Non Capital	16,420	3,342	17,800	4,000
522180 Software	477	860	2,200	4,000
Materials Total	17,142	4,204	30,748	9,500
Communications				
523010 Telephone Equipment	0	228	0	0
523040 Data Connections	7,050	8,389	7,500	8,500
523050 Postage	0	12	0	0
523060 Cellular Phones	6,327	7,112	7,100	10,500
523090 Long Distance Charges	813	765	700	700
Communications Total	14,190	16,506	15,300	19,700
Contracted Services				
525110 Consulting Services	0	2,894	0	0
525155 Credit Card Fees	46,928	50,113	54,000	65,000
525360 Public Works Services	0	1,468	28,000	15,000
525405 Code Enforcement Services	4,944	5,934	5,978	11,380
525450 Subscription Services	1,346	1,346	2,650	0
525710 Printing Services	341	327	700	700
525715 Advertising	0	268	300	300
525735 Mail Services	6,036	6,127	5,700	6,000

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

PUBLIC WORKS

330 - Building Inspection	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Materials and Services				
525999 Other Contracted Services	0	33,383	40,000	30,000
Contracted Services Total	59,595	101,859	137,328	128,380
Repairs and Maintenance				
526012 Vehicle Maintenance	499	239	300	300
526030 Building Maintenance	111	421	0	0
Repairs and Maintenance Total	609	660	300	300
Rentals				
527110 Fleet Leases	42,144	48,169	58,936	52,656
527120 Motor Pool Mileage	1,013	1,222	1,500	1,500
527200 Building Rental County	51,834	45,438	43,426	36,459
527300 Equipment Rental	11,494	8,601	11,528	9,283
Rentals Total	106,485	103,429	115,390	99,898
Miscellaneous				
529110 Mileage Reimbursement	441	547	1,200	1,200
529120 Commercial Travel	236	33	1,200	1,200
529130 Meals	99	466	500	500
529140 Lodging	456	842	3,200	3,000
529210 Meetings	45	272	200	200
529220 Conferences	1,542	725	700	800
529230 Training	10,495	9,852	7,000	10,000
529300 Dues and Memberships	2,084	2,585	2,175	3,790
529650 Pre Employment Costs	28	98	300	0
529840 Professional Licenses	0	710	0	0
Miscellaneous Total	15,426	16,131	16,475	20,690
Materials and Services Total	235,433	280,604	349,614	319,614
Administrative Charges				
611100 County Admin Allocation	24,698	26,630	31,831	35,365
611230 Courier Allocation	1,165	1,099	1,009	1,098
611250 Risk Management Allocation	3,367	3,837	4,682	4,736
611255 Benefits Allocation	5,421	6,372	6,827	7,191
611260 Human Resources Allocation	20,708	22,973	27,572	31,115
611300 Legal Services Allocation	14,603	18,033	22,499	16,842
611400 Information Tech Allocation	38,802	42,619	50,494	55,250
611410 FIMS Allocation	31,960	31,576	31,529	33,993
611420 Telecommunications Allocation	2,874	3,477	3,660	4,188
611430 Info Tech Direct Charges	43,277	35,825	48,950	51,273
611600 Finance Allocation	18,342	21,675	27,762	32,204
611800 MCBEE Allocation	1,826	536	1,967	1,532
612100 IT Equipment Use Charges	4,149	4,660	8,912	5,558
614100 Liability Insurance Allocation	11,000	10,200	13,200	10,500

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

PUBLIC WORKS

330 - Building Inspection	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Administrative Charges				
614200 WC Insurance Allocation	5,500	5,500	5,600	5,600
Administrative Charges Total	227,692	235,012	286,494	296,445
Capital Outlay				
531300 Departmental Equipment Capital	0	0	21,500	0
Capital Outlay Total	0	0	21,500	0
Transfers Out				
561595 Transfer to Fleet Management	27,255	0	28,683	0
Transfers Out Total	27,255	0	28,683	0
Contingency				
571010 Contingency	0	0	249,879	340,800
Contingency Total	0	0	249,879	340,800
Ending Fund Balance				
573010 Unapprop Ending Fund Balance	0	0	3,059,389	3,272,804
Ending Fund Balance Total	0	0	3,059,389	3,272,804
Building Inspection Total	2,528,463	2,618,239	6,451,385	7,022,136
510 - Environmental Services	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Personnel Services				
Salaries and Wages				
511110 Regular Wages	1,013,614	1,109,569	1,735,900	1,804,299
511120 Temporary Wages	0	6,555	29,366	46,613
511130 Vacation Pay	72,456	69,492	0	0
511140 Sick Pay	44,100	49,439	0	0
511150 Holiday Pay	59,418	65,702	0	0
511160 Comp Time Pay	15,848	27,582	0	0
511210 Compensation Credits	35,056	28,811	29,604	26,567
511220 Pager Pay	750	250	0	0
511240 Leave Payoff	16,390	12,978	0	0
511290 Health Insurance Waiver Pay	2,407	2,407	2,400	7,200
511420 Premium Pay	35,899	51,950	58,400	62,650
511450 Premium Pay Temps	0	1,189	0	0
Salaries and Wages Total	1,295,937	1,425,924	1,855,670	1,947,329
Fringe Benefits				
512010 Fringe Benefits Budget Only	0	0	0	21,350
512110 PERS	189,711	260,529	341,206	416,019
512120 401K	7,542	8,127	8,552	8,364
512130 PERS Debt Service	63,860	75,866	106,073	96,073
512200 FICA	95,895	104,457	134,667	142,501
512310 Medical Insurance	316,498	352,678	482,339	476,867

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

PUBLIC WORKS

510 - Environmental Services	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Personnel Services				
512320 Dental Insurance	31,568	32,750	47,939	47,404
512330 Group Term Life Insurance	2,191	2,379	3,266	3,333
512340 Long Term Disability Insurance	4,485	4,814	7,318	7,479
512400 Unemployment Insurance	4,768	4,550	6,540	6,707
512520 Workers Comp Insurance	586	607	991	1,012
512600 Wellness Program	872	936	1,269	1,189
512610 Employee Assistance Program	637	692	858	1,011
512700 County HSA Contributions	0	2,086	1,300	5,200
Fringe Benefits Total	718,612	850,474	1,142,318	1,234,509
Personnel Services Total	2,014,549	2,276,398	2,997,988	3,181,838
Materials and Services				
Supplies				
521010 Office Supplies	6,477	6,561	6,548	6,584
521030 Field Supplies	16,824	22,616	28,500	24,150
521050 Janitorial Supplies	91	0	500	0
521060 Electrical Supplies	0	91	0	0
521070 Departmental Supplies	1,741	1,946	1,950	2,200
521080 Food Supplies	7	103	300	0
521190 Publications	32	73	250	0
521210 Gasoline	4,495	6,251	6,800	8,500
521220 Diesel	27,104	35,408	35,000	47,000
521230 Propane	1,690	1,522	2,200	2,000
521240 Automotive Supplies	130	377	300	0
521241 Oil and Lubricants	84	130	150	6,550
521300 Safety Clothing	1,186	1,657	2,400	5,200
521310 Safety Equipment	258	1,061	1,000	1,000
Supplies Total	60,120	77,798	85,898	103,184
Materials				
522020 Crushed Rock	24,871	16,978	30,000	30,000
522060 Sign Materials	2,605	2,515	8,700	9,000
522080 Building Materials	0	89	0	0
522090 Chemical Sprays	240	0	150	75
522100 Parts	1,903	4,785	0	0
522110 Batteries	0	133	0	0
522120 Tires and Accessories	106	0	5,200	9,900
522140 Small Tools	547	333	1,500	1,500
522150 Small Office Equipment	0	5,264	10,200	11,800
522160 Small Departmental Equipment	5,662	5,815	11,089	6,300
522170 Computers Non Capital	1,757	875	7,500	4,200
522180 Software	2,083	1,387	4,450	2,750

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

PUBLIC WORKS

510 - Environmental Services	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Materials and Services				
522500 Materials for Resale	0	9,864	10,000	0
Materials Total	39,775	48,040	88,789	75,525
Communications				
523020 Phone and Communication Svcs	11,970	12,240	14,000	13,000
523040 Data Connections	268	0	480	480
523050 Postage	0	71	0	0
523060 Cellular Phones	1,299	795	5,200	4,500
523090 Long Distance Charges	151	124	170	150
Communications Total	13,688	13,231	19,850	18,130
Utilities				
524010 Electricity	30,585	29,701	30,000	30,000
524040 Natural Gas	89	255	100	250
524090 Garbage Disposal and Recycling	7,851	7,842	7,000	22,100
Utilities Total	38,526	37,798	37,100	52,350
Contracted Services				
525110 Consulting Services	96,426	94,513	107,500	123,981
525155 Credit Card Fees	68,517	95,678	100,000	127,000
525158 Armored Car Services	12,233	13,467	13,500	13,750
525185 Community Education Services	1,975	7,226	33,500	133,550
525235 Laboratory Services	3,850	3,112	5,600	7,200
525360 Public Works Services	22,449	28,967	87,000	58,500
525370 Stormwater Services	124,945	120,503	231,541	253,768
525405 Code Enforcement Services	84,393	80,685	79,648	73,633
525450 Subscription Services	617	451	1,580	1,775
525510 Legal Services	0	18,186	30,000	30,000
525555 Security Services	2,295	2,205	4,500	3,305
525710 Printing Services	28,386	19,485	49,350	42,575
525715 Advertising	183,515	194,019	279,500	258,000
525735 Mail Services	40,899	23,079	24,600	22,500
525810 Waste to Energy Contract	9,943,137	10,311,387	10,653,126	10,588,083
525830 Transfer Station Contracts	3,180,219	4,846,280	5,548,906	6,001,492
525840 Solid Waste Hauling Services	8,238	2,853	0	0
525841 Leachate Disposal	1,194,264	716,798	1,107,000	601,673
525850 Litter Patrol Services	7,018	5,950	7,500	7,500
525861 Ash Hauling Services	1,001,183	820,283	897,700	871,425
525862 Tire Hauling Services	51,226	57,803	56,900	62,200
525864 Appliance Hauling Services	37,100	7,040	0	0
525870 Hazardous Waste Disposal	293,165	292,190	330,000	378,800
525871 Battery Recycling	53,724	57,833	114,500	88,400

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

PUBLIC WORKS

510 - Environmental Services	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Materials and Services				
525999 Other Contracted Services	163,822	188,640	253,200	379,500
Contracted Services Total	16,603,597	18,008,632	20,016,651	20,128,610
Repairs and Maintenance				
526010 Office Equipment Maintenance	131	0	0	0
526011 Dept Equipment Maintenance	11,454	15,134	79,000	74,600
526012 Vehicle Maintenance	103,433	96,709	110,000	130,000
526014 Radio Maintenance	439	0	500	500
526030 Building Maintenance	5,792	12,225	15,000	20,000
526040 Remodels and Site Improvements	1,271	229	5,000	4,000
526050 Grounds Maintenance	19,646	68,802	117,000	110,000
Repairs and Maintenance Total	142,165	193,100	326,500	339,100
Rentals				
527100 Vehicle Rental	86	0	200	200
527110 Fleet Leases	28,896	29,568	29,796	35,736
527120 Motor Pool Mileage	2,086	2,491	1,550	1,150
527130 Parking	38	0	100	25
527200 Building Rental County	38,643	33,875	32,375	39,412
527300 Equipment Rental	3,567	4,446	18,328	4,090
Rentals Total	73,314	70,380	82,349	80,613
Insurance				
528415 Auto Claims	2,723	0	0	0
Insurance Total	2,723	0	0	0
Miscellaneous				
529110 Mileage Reimbursement	467	277	200	200
529120 Commercial Travel	135	0	3,500	1,500
529130 Meals	241	0	1,000	900
529140 Lodging	1,206	652	3,550	4,210
529210 Meetings	955	1,710	3,550	7,400
529220 Conferences	4,413	2,331	8,400	7,320
529230 Training	101	2,935	2,750	5,285
529300 Dues and Memberships	1,589	1,746	2,715	3,050
529440 Safety Grants	1,090	0	0	0
529590 Special Programs Other	136,321	42,015	1,500	2,500
529650 Pre Employment Costs	413	987	500	575
529740 Fairs and Shows	33,734	38,449	43,700	41,250
529840 Professional Licenses	0	0	200	0
529850 Device Licenses	484	2,325	1,500	1,438
529860 Permits	2,560	2,377	6,600	5,100
529870 DEQ Tonnage Assessment	330,114	338,942	350,200	365,959

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BY DEPARTMENT

PUBLIC WORKS

510 - Environmental Services	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Materials and Services				
529910 Awards and Recognition	2,636	2,783	4,500	10,000
529999 Miscellaneous Expense	0	2,717	0	0
Miscellaneous Total	516,458	440,246	434,365	456,687
Materials and Services Total	17,490,367	18,889,224	21,091,502	21,254,199
Administrative Charges				
611100 County Admin Allocation	123,495	119,427	135,058	164,150
611230 Courier Allocation	1,798	1,535	1,340	1,492
611250 Risk Management Allocation	24,614	18,870	6,176	6,795
611255 Benefits Allocation	8,367	8,901	9,066	9,766
611260 Human Resources Allocation	31,962	32,091	36,618	42,253
611300 Legal Services Allocation	45,289	34,635	31,169	28,411
611400 Information Tech Allocation	162,390	164,756	188,541	267,100
611410 FIMS Allocation	286,997	264,561	240,942	294,275
611420 Telecommunications Allocation	11,998	13,483	13,710	20,143
611430 Info Tech Direct Charges	181,511	137,740	183,019	248,189
611600 Finance Allocation	272,492	290,524	331,593	382,032
611800 MCBEE Allocation	16,397	4,487	15,030	13,260
612100 IT Equipment Use Charges	17,360	18,000	33,200	26,885
614100 Liability Insurance Allocation	82,100	54,100	16,200	15,900
614200 WC Insurance Allocation	38,500	23,100	8,600	7,200
Administrative Charges Total	1,305,270	1,186,210	1,250,262	1,527,851
Capital Outlay				
531300 Departmental Equipment Capital	0	0	53,550	36,000
531700 Computer Software Capital	0	0	0	122,100
532400 Off Road Vehicles	103,500	0	109,000	0
534150 Building Acquisitions	7,000	0	0	0
534600 Site Improvements	0	3,264	392,831	1,100,000
Capital Outlay Total	110,500	3,264	555,381	1,258,100
Debt Service Principal				
541100 Principal Payments	85,000	85,000	85,000	85,000
Debt Service Principal Total	85,000	85,000	85,000	85,000
Debt Service Interest				
542100 Interest Payments	5,206	6,630	5,525	7,650
Debt Service Interest Total	5,206	6,630	5,525	7,650
Transfers Out				
561595 Transfer to Fleet Management	0	0	58,800	51,260
Transfers Out Total	0	0	58,800	51,260
Contingency				
571010 Contingency	0	0	5,042,714	5,668,786
Contingency Total	0	0	5,042,714	5,668,786

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

PUBLIC WORKS

510 - Environmental Services	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Ending Fund Balance				
573020 Capital Improvement Reserves	0	0	9,558,497	9,156,710
Ending Fund Balance Total	0	0	9,558,497	9,156,710
Environmental Services Total	21,010,893	22,446,726	40,645,669	42,191,394
515 - Stormwater Management	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Personnel Services				
Salaries and Wages				
511110 Regular Wages	111,272	210,838	347,546	350,536
511120 Temporary Wages	0	0	0	17,874
511130 Vacation Pay	6,735	12,532	0	0
511140 Sick Pay	4,232	7,327	0	0
511150 Holiday Pay	4,633	11,529	0	0
511160 Comp Time Pay	756	170	0	0
511210 Compensation Credits	1,919	4,470	4,749	4,821
511240 Leave Payoff	246	1,166	0	0
511420 Premium Pay	249	305	7,202	5,625
Salaries and Wages Total	130,043	248,336	359,497	378,856
Fringe Benefits				
512010 Fringe Benefits Budget Only	0	0	0	1,925
512110 PERS	17,759	42,393	67,993	81,555
512120 401K	391	974	1,124	1,148
512130 PERS Debt Service	9,384	18,755	21,137	18,832
512200 FICA	9,926	18,757	26,923	28,520
512310 Medical Insurance	38,245	74,036	103,437	106,600
512320 Dental Insurance	3,817	7,062	10,281	10,596
512330 Group Term Life Insurance	241	455	659	659
512340 Long Term Disability Insurance	497	940	1,476	1,481
512400 Unemployment Insurance	483	800	1,304	1,315
512520 Workers Comp Insurance	66	118	198	288
512600 Wellness Program	100	189	263	263
512610 Employee Assistance Program	74	140	179	224
512700 County HSA Contributions	0	786	1,300	1,300
Fringe Benefits Total	80,983	165,405	236,274	254,706
Personnel Services Total	211,025	413,741	595,771	633,562
Materials and Services				
Supplies				
521010 Office Supplies	591	594	822	540
521030 Field Supplies	6,958	3,353	7,500	5,000
521060 Electrical Supplies	0	24	0	0

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

PUBLIC WORKS

515 - Stormwater Management	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Materials and Services				
521070 Departmental Supplies	0	12	0	0
521080 Food Supplies	13	74	0	0
521210 Gasoline	1,016	2,513	4,000	4,000
521220 Diesel	1,835	4,343	3,500	6,000
521240 Automotive Supplies	76	24	200	200
521241 Oil and Lubricants	278	364	300	600
521300 Safety Clothing	297	816	1,500	1,800
521310 Safety Equipment	0	0	0	1,400
Supplies Total	11,063	12,116	17,822	19,540
Materials				
522020 Crushed Rock	0	1,170	0	1,500
522030 Pipe	1,262	1,028	1,500	2,000
522060 Sign Materials	0	1,083	1,700	1,700
522080 Building Materials	0	682	0	0
522090 Chemical Sprays	37	0	150	150
522100 Parts	943	1,533	1,400	1,500
522110 Batteries	0	3	0	50
522140 Small Tools	832	599	500	500
522150 Small Office Equipment	0	0	1,200	500
522160 Small Departmental Equipment	610	2,422	9,410	3,000
522170 Computers Non Capital	0	0	4,500	0
522180 Software	0	0	2,500	2,500
Materials Total	3,685	8,520	22,860	13,400
Communications				
523060 Cellular Phones	1,100	1,069	2,400	2,400
Communications Total	1,100	1,069	2,400	2,400
Utilities				
524090 Garbage Disposal and Recycling	399	6,145	18,700	20,000
Utilities Total	399	6,145	18,700	20,000
Contracted Services				
525110 Consulting Services	0	1,000	0	0
525175 Temporary Staffing	650	0	0	0
525185 Community Education Services	40,591	36,670	7,500	5,700
525235 Laboratory Services	50	50	500	500
525360 Public Works Services	189,036	84,554	59,700	80,000
525450 Subscription Services	0	0	230	0
525710 Printing Services	23	0	500	75
525715 Advertising	6,000	5,000	50,000	30,000
525735 Mail Services	1,007	0	3,000	0

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

PUBLIC WORKS

515 - Stormwater Management	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Materials and Services				
525999 Other Contracted Services	46,157	39,375	65,070	64,400
Contracted Services Total	283,515	166,649	186,500	180,675
Repairs and Maintenance				
526011 Dept Equipment Maintenance	1,010	0	0	0
526012 Vehicle Maintenance	10,823	12,025	12,000	18,133
Repairs and Maintenance Total	11,832	12,025	12,000	18,133
Rentals				
527110 Fleet Leases	2,090	6,978	7,464	8,181
527120 Motor Pool Mileage	0	0	200	200
527130 Parking	0	14	50	50
527200 Building Rental County	4,613	4,044	3,865	10,597
527300 Equipment Rental	170	459	1,771	1,531
Rentals Total	6,874	11,494	13,350	20,559
Insurance				
528415 Auto Claims	0	1,743	0	0
Insurance Total	0	1,743	0	0
Miscellaneous				
529110 Mileage Reimbursement	0	0	150	0
529130 Meals	81	30	200	200
529140 Lodging	518	1,355	2,000	1,500
529210 Meetings	0	35	650	500
529220 Conferences	625	250	2,000	1,500
529230 Training	2,910	1,743	1,000	1,750
529300 Dues and Memberships	616	600	600	600
529840 Professional Licenses	0	50	0	0
529860 Permits	875	1,133	2,000	2,130
Miscellaneous Total	5,625	5,197	8,600	8,180
Materials and Services Total	324,094	224,957	282,232	282,887
Administrative Charges				
611100 County Admin Allocation	1,946	2,301	4,080	8,427
611230 Courier Allocation	0	0	0	190
611250 Risk Management Allocation	163	171	921	1,324
611255 Benefits Allocation	0	0	0	1,242
611260 Human Resources Allocation	0	0	0	5,374
611300 Legal Services Allocation	0	17	18	20
611400 Information Tech Allocation	6,575	8,395	13,897	17,420
611410 FIMS Allocation	5,417	6,169	8,754	10,828
611420 Telecommunications Allocation	502	679	992	1,330
611430 Info Tech Direct Charges	7,353	7,000	13,718	16,357
611600 Finance Allocation	7,304	12,295	13,239	16,359

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

PUBLIC WORKS

515 - Stormwater Management	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Administrative Charges				
611800 MCBEE Allocation	309	104	546	488
612100 IT Equipment Use Charges	697	925	2,449	1,758
614100 Liability Insurance Allocation	500	400	2,500	3,100
614200 WC Insurance Allocation	300	300	1,200	1,400
Administrative Charges Total	31,066	38,756	62,314	85,617
Capital Outlay				
531300 Departmental Equipment Capital	0	0	118,830	0
532200 Pickups and Trucks	0	0	12,000	0
534600 Site Improvements	27,109	84,340	178,400	231,750
Capital Outlay Total	27,109	84,340	309,230	231,750
Transfers Out				
561130 Transfer to Public Works	25,000	0	0	0
561250 Transfer to Sheriff Grants	0	0	1,000	0
561595 Transfer to Fleet Management	0	0	0	55,000
Transfers Out Total	25,000	0	1,000	55,000
Contingency				
571010 Contingency	0	0	30,951	128,000
Contingency Total	0	0	30,951	128,000
Ending Fund Balance				
573010 Unapprop Ending Fund Balance	0	0	797,772	693,587
Ending Fund Balance Total	0	0	797,772	693,587
Stormwater Management Total	618,294	761,794	2,079,270	2,110,403
595 - Fleet Management				
Materials and Services				
Supplies				
521210 Gasoline	8,904	11,351	13,000	13,500
521240 Automotive Supplies	0	12	0	0
521241 Oil and Lubricants	0	3	0	0
521300 Safety Clothing	0	19	0	0
521310 Safety Equipment	16	17	0	0
Supplies Total	8,920	11,402	13,000	13,500
Materials				
522100 Parts	0	27	0	0
522160 Small Departmental Equipment	0	0	1,434	0
Materials Total	0	27	1,434	0
Communications				
523100 Radios and Accessories	50,748	39,787	40,000	226,250
Communications Total	50,748	39,787	40,000	226,250

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

PUBLIC WORKS

595 - Fleet Management	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Materials and Services				
Contracted Services				
525360 Public Works Services	46,948	47,272	70,000	75,000
525450 Subscription Services	0	0	805	0
Contracted Services Total	46,948	47,272	70,805	75,000
Repairs and Maintenance				
526011 Dept Equipment Maintenance	55	446	0	0
526012 Vehicle Maintenance	341,202	360,286	356,000	425,000
526014 Radio Maintenance	9,974	21,070	10,000	25,000
Repairs and Maintenance Total	351,231	381,802	366,000	450,000
Rentals				
527140 County Parking	3,905	3,300	3,300	3,300
Rentals Total	3,905	3,300	3,300	3,300
Insurance				
528415 Auto Claims	0	1,030	0	0
Insurance Total	0	1,030	0	0
Miscellaneous				
529820 Vehicle Registration	4,385	5,674	3,546	5,500
Miscellaneous Total	4,385	5,674	3,546	5,500
Materials and Services Total	466,137	490,293	498,085	773,550
Administrative Charges				
611100 County Admin Allocation	4,254	3,394	2,280	2,848
611230 Courier Allocation	180	100	0	0
611250 Risk Management Allocation	1,428	1,834	2,042	2,854
611255 Benefits Allocation	837	577	0	0
611260 Human Resources Allocation	3,197	2,082	0	0
611400 Information Tech Allocation	7,417	7,507	7,721	9,854
611410 FIMS Allocation	6,162	5,490	4,892	6,085
611420 Telecommunications Allocation	547	594	558	731
611430 Info Tech Direct Charges	8,404	6,177	7,483	9,122
611600 Finance Allocation	6,656	7,011	6,941	7,878
611800 MCBEE Allocation	352	93	305	274
612100 IT Equipment Use Charges	797	818	1,361	998
614100 Liability Insurance Allocation	6,800	7,300	8,000	9,500
614200 WC Insurance Allocation	200	200	200	200
Administrative Charges Total	47,231	43,177	41,783	50,344
Capital Outlay				
532100 Automobiles	353,377	868,995	429,599	2,304,055
532200 Pickups and Trucks	911,848	506,463	988,798	0
Capital Outlay Total	1,265,225	1,375,458	1,418,397	2,304,055

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

PUBLIC WORKS

595 - Fleet Management	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Contingency				
571010 Contingency	0	0	157,517	312,700
Contingency Total	0	0	157,517	312,700
Ending Fund Balance				
573010 Unapprop Ending Fund Balance	0	0	1,876,176	501,002
Ending Fund Balance Total	0	0	1,876,176	501,002
Fleet Management Total	1,778,593	1,908,928	3,991,958	3,941,651
Public Works Grand Total	55,099,257	57,887,310	122,525,997	127,256,530

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

PUBLIC WORKS

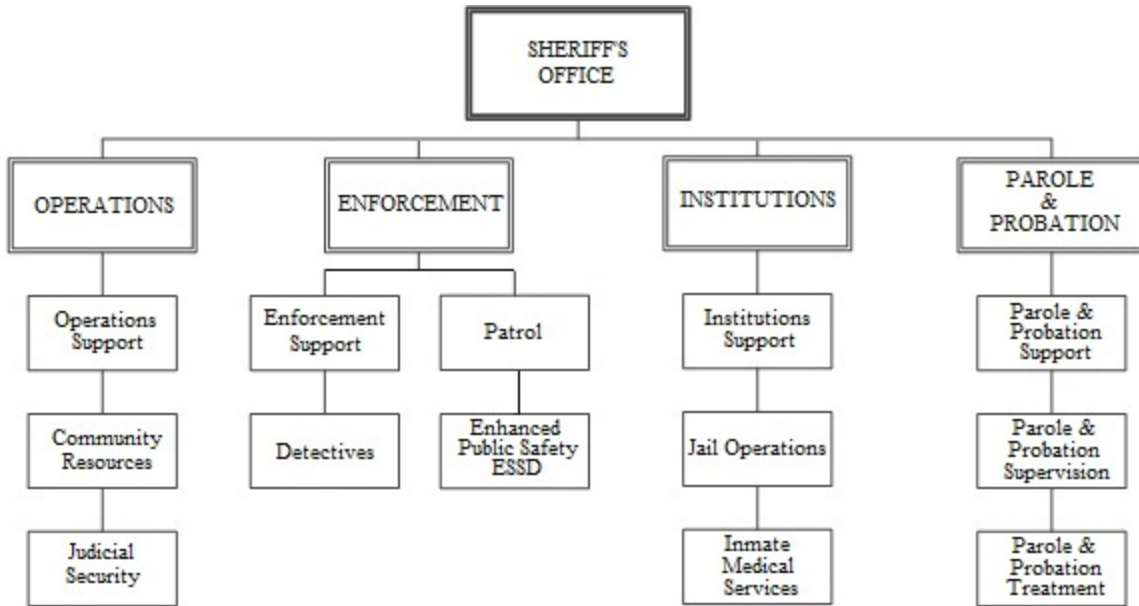
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MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

SHERIFF'S OFFICE

SHERIFF'S OFFICE



MISSION STATEMENT

The Marion County Sheriff's Office will provide the highest level of public safety services in partnership with our communities. The Sheriff's Office provides this through the foundational character traits of Integrity, Courage, Discipline, Loyalty, Diligence, Humility, Optimism, and Conviction.

GOALS AND OBJECTIVES

- Goal 1 To have goals and objectives that align with the county strategic priorities and the services provided under County Goal #3 of Public Safety. While the goals and objectives stay consistent for the Sheriff's Office, the approach to how they are accomplished changes over time with the introduction of new technology, new case law, results of applicable studies and surveys, and other related factors.
- Goal 2 To keep our community safe through maintaining a safe and secure jail and transition center, patrolling and conducting criminal investigations, providing civil process, supervising offenders through Parole and Probation, providing search and rescue response, and keeping our courts safe and accessible to the public through judicial security.
 - Objective 1 To develop strategies aligned with the county's short and long term priorities on public safety with an emphasis on reducing recidivism, reducing prison admissions, and diverting mentally ill persons from the criminal justice system while enhancing public safety in the community.
- Goal 3 To continue to work collaboratively with our community and public safety partners with an emphasis on the prevention of crime, problem solving, and being responsive to the community's needs for public safety.
 - Objective 1 The Sheriff's Office has an overall philosophy of problem solving with community members, leaders, businesses, and other public safety organizations to develop strategies that address livability concerns. This is accomplished through engagement, education, analysis, implementation, and follow through.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

SHERIFF'S OFFICE

Goal 4 To continue to seek and retain professional and competent staff as well as continue the professional development of all employees.

Objective 1 To recruit, train and retain competent, professional employees who are prepared for the modern day public safety challenges put before them.

Goal 5 To be fiscally responsible and maximize the public's resources we are entrusted with. This goal is accomplished by continued efforts to utilize the dollars allocated and make the best choices with those dollars.

Objective 1 To strive to be an organization that is fiscally responsible, showing a good return on the tax payers' financial investment through sound public safety strategies, priorities, and best practices.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

SHERIFF'S OFFICE

DEPARTMENT OVERVIEW

The Marion County Sheriff's Office is a public safety organization that provides services to all residents within the county. These services are delivered through four divisions; Operations, Enforcement, Institutions, and Parole and Probation.

Operations provides judicial security (court security), civil process/service, criminal records entry, concealed handgun permits, code enforcement, crime prevention, and public information/social media management. Operations staff also carry out administrative functions including but not limited to: payroll, human resources, recruitment, training, accounting, program analysis, certification, budget management, purchasing, contracts, grant management, property control, and professional standards.

Enforcement serves a population base of approximately 344,035 (2018 Population Research Center) of which approximately 98,931 are residents who live in rural areas, unincorporated cities (census designated places such as Brooks, Labish Village, etc.), another 9,646 in contract cities, and those without local police protection. The services provided include patrol, traffic safety, criminal investigations, drug investigations, search and rescue, marine patrol, and law enforcement contracts.

Institutions operates the jail, with a budgeted capacity of 415 beds, and a transition center currently at a budgeted capacity of 144 beds. The division fingerprints, photographs, and processes all offenders who are arrested and brought to the jail by law enforcement agencies operating within Marion County. In 2018, there were 15,574 offenders booked into the jail. In 2017, there were 16,417 (as compared to 14,906 in 2016) offenders booked into the jail.

The jail facility houses pretrial, sanctioned, and sentenced inmates; and has two major functions: intake (booking/release) and inmate housing. Intake provides the services of property inventory, identification (photographs and fingerprints), and records. Inmate housing utilizes both the jail and transition center to house offenders that range in level from unclassified to maximum security. The jail provides services to inmates with special needs such as medical, mental health, Americans with Disabilities Act (ADA), and disciplinary issues.

The transition center provides housing for minimum custody inmates who are serving sanctions imposed by their probation/parole deputy, or offenders sentenced by the judicial system. Most inmates housed at the transition center facility participate in community work crews or projects. There were 2,076 total offenders sent to the transition center in 2018, a decrease of 77 from 2017. Work crews completed 41,924 hours of work and 4,208 additional hours of donated labor to the benefit of the community. The transition center plays a significant role in holding offenders accountable while preparing them to transition back into the community through programs including drug and alcohol treatment services.

Parole and Probation supervises and works to reintegrate clients located within county boundaries. Marion County currently supervises 3,101 clients, with an additional 1,931 clients who are on abscond status. Parole and Probation provides supervision, sanctions, contracted drug and alcohol treatment, contracted sex offender treatment, cognitive classes, employment coordination, and victim services. The primary focus of Parole and Probation is to transition the client back to the community and lower recidivism.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

SHERIFF'S OFFICE

RESOURCE AND REQUIREMENT SUMMARY

Sheriff's Office	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Licenses and Permits	58,010	58,160	58,000	56,420	-2.7%
Intergovernmental Federal	820,409	592,328	568,513	1,003,968	76.6%
Intergovernmental State	13,740,988	16,631,003	16,712,613	15,554,942	-6.9%
Charges for Services	3,331,800	3,476,820	4,954,641	5,003,681	1.0%
Fines and Forfeitures	1,994,804	2,181,742	2,025,822	2,100,010	3.7%
Interest	49,306	52,758	10,948	42,394	287.2%
Other Revenues	21,720	92,932	24,256	15,500	-36.1%
General Fund Transfers	32,137,474	34,220,887	38,130,421	38,652,570	1.4%
Other Fund Transfers	4,107,660	4,420,345	4,838,422	4,533,496	-6.3%
Settlements	0	977	0	0	n.a.
Net Working Capital	4,934,624	2,906,788	3,361,798	4,626,694	37.6%
TOTAL RESOURCES	61,196,795	64,634,739	70,685,434	71,589,675	1.3%
REQUIREMENTS					
Personnel Services					
Salaries and Wages	25,155,818	26,139,155	28,326,046	28,239,035	-0.3%
Fringe Benefits	13,026,232	14,489,825	16,351,291	17,359,601	6.2%
Total Personnel Services	38,182,050	40,628,980	44,677,337	45,598,636	2.1%
Materials and Services					
Supplies	1,200,680	1,174,937	1,498,051	1,508,805	0.7%
Materials	191,229	221,344	285,192	294,327	3.2%
Communications	342,567	325,673	377,344	421,162	11.6%
Utilities	801,466	757,101	757,981	727,967	-4.0%
Contracted Services	5,572,814	5,598,255	6,333,705	5,633,093	-11.1%
Repairs and Maintenance	321,092	306,976	365,782	325,912	-10.9%
Rentals	1,268,955	1,187,507	1,301,280	1,288,927	-0.9%
Insurance	9,752	13,363	968	10,806	1,016.3%
Miscellaneous	356,844	289,311	445,293	390,721	-12.3%
Total Materials and Services	10,065,399	9,874,467	11,365,596	10,601,720	-6.7%
Administrative Charges	6,169,062	6,425,068	7,724,910	8,191,679	6.0%
Capital Outlay	10,999	37,819	277,378	53,040	-80.9%
Transfers Out	3,862,497	4,305,476	4,608,578	4,527,440	-1.8%
Contingency	0	0	1,090,108	1,121,179	2.9%
Ending Fund Balance	0	0	941,527	1,495,981	58.9%
TOTAL REQUIREMENTS	58,290,007	61,271,810	70,685,434	71,589,675	1.3%
FTE	350.50	349.50	362.50	357.50	-1.4%

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

SHERIFF'S OFFICE

FUNDS

Fund Name	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	% of Total
RESOURCES					
FND 100 General Fund	37,352,845	39,656,320	43,319,797	43,918,746	61.3%
FND 180 Community Corrections	16,469,330	17,195,119	18,044,856	16,750,712	23.4%
FND 245 Enhanced Public Safety ESSD	0	0	1,664,315	2,985,615	4.2%
FND 250 Sheriff Grants	4,050,249	4,145,317	4,143,967	4,221,307	5.9%
FND 255 Traffic Safety Team	2,760,906	3,049,454	2,934,174	3,057,132	4.3%
FND 290 Inmate Welfare	563,465	588,529	578,325	656,163	0.9%
TOTAL RESOURCES	61,196,795	64,634,739	70,685,434	71,589,675	100.0%
REQUIREMENTS					
FND 100 General Fund	37,352,845	39,656,320	43,319,797	43,918,746	61.3%
FND 180 Community Corrections	15,827,805	16,122,213	18,044,856	16,750,712	23.4%
FND 245 Enhanced Public Safety ESSD	0	0	1,664,315	2,985,615	4.2%
FND 250 Sheriff Grants	3,178,083	3,308,075	4,143,967	4,221,307	5.9%
FND 255 Traffic Safety Team	1,756,634	2,014,913	2,934,174	3,057,132	4.3%
FND 290 Inmate Welfare	174,641	170,289	578,325	656,163	0.9%
TOTAL REQUIREMENTS	58,290,007	61,271,810	70,685,434	71,589,675	100.0%

PROGRAMS

	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
SO Operations Support	6,045,406	6,238,182	6,899,285	7,037,146	2.0%
Community Resource Unit	1,836,023	1,850,391	1,912,725	2,018,526	5.5%
Judicial Security	2,209,739	2,714,577	2,749,034	2,648,388	-3.7%
Enforcement Support	841,520	922,064	1,006,966	1,017,669	1.1%
Detectives	1,656,358	1,966,227	2,595,724	2,334,863	-10.0%
Patrol	10,772,137	11,598,705	12,067,996	12,679,378	5.1%
Enhanced Public Safety ESSD	0	0	1,664,315	2,985,615	79.4%
Institutions Support	3,445,833	3,581,849	3,687,555	3,813,911	3.4%
Jail Operations	16,233,039	16,608,237	18,040,100	18,400,198	2.0%
Inmate Medical Services	2,510,082	2,812,164	2,964,499	2,875,033	-3.0%
Parole and Probation Support	7,128,076	7,509,357	7,337,196	6,999,800	-4.6%
Parole and Probation Supervsn	7,864,789	8,257,159	9,197,761	8,204,234	-10.8%
Parole and Probation Treatment	653,793	575,826	562,278	574,914	2.2%
TOTAL RESOURCES	61,196,795	64,634,739	70,685,434	71,589,675	1.3%
REQUIREMENTS					
SO Operations Support	5,730,500	5,902,454	6,899,285	7,037,146	2.0%
Community Resource Unit	1,698,835	1,723,458	1,912,725	2,018,526	5.5%
Judicial Security	2,198,264	2,663,622	2,749,034	2,648,388	-3.7%
Enforcement Support	841,520	922,064	1,006,966	1,017,669	1.1%
Detectives	1,518,505	1,842,582	2,595,724	2,334,863	-10.0%
Patrol	9,672,302	10,402,033	12,067,996	12,679,378	5.1%
Enhanced Public Safety ESSD	0	0	1,664,315	2,985,615	79.4%
Institutions Support	3,445,833	3,581,849	3,687,555	3,813,911	3.4%
Jail Operations	15,669,035	16,152,147	18,040,100	18,400,198	2.0%
Inmate Medical Services	2,510,082	2,812,164	2,964,499	2,875,033	-3.0%
Parole and Probation Support	6,586,472	6,886,633	7,337,196	6,999,800	-4.6%
Parole and Probation Supervsn	7,765,715	7,816,977	9,197,761	8,204,234	-10.8%
Parole and Probation Treatment	652,945	565,826	562,278	574,914	2.2%
TOTAL REQUIREMENTS	58,290,007	61,271,810	70,685,434	71,589,675	1.3%

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

SHERIFF'S OFFICE

SO Operations Support Program

- Responsible for all administrative functions to include payroll, human resources, recruitment, training, accounting, program analysis, certification, budget management, purchasing, contracts, grant management, property control, and professional standards.
- Processes and records all data generated by calls for service and investigations conducted by enforcement deputies including public information disclosure for records requests.
- Processes and serves all civil action/papers, completes court ordered property foreclosure sales, issues concealed handgun permits, and manages vehicle impound.
- Responsible for professional standards, training including assessment and tracking, policy/procedure management, and accreditation management.
- Provides public information through social media platforms including current events and information impacting the community.

Program Summary

Sheriff's Office

Program: SO Operations Support

	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Intergovernmental Federal	74,900	27,873	28,000	28,000	0.0%
Intergovernmental State	825,045	873,940	928,154	946,489	2.0%
Charges for Services	608,921	541,489	497,030	502,648	1.1%
Other Revenues	(25)	36	0	0	n.a.
General Fund Transfers	4,166,099	4,445,728	5,018,133	5,171,792	3.1%
Other Fund Transfers	(65,857)	33,234	0	0	n.a.
Settlements	0	977	0	0	n.a.
Net Working Capital	436,323	314,906	427,968	388,217	-9.3%
TOTAL RESOURCES	6,045,406	6,238,182	6,899,285	7,037,146	2.0%
REQUIREMENTS					
Personnel Services	3,159,123	3,415,998	3,652,363	3,687,315	1.0%
Materials and Services	1,888,384	1,815,122	2,101,150	2,190,981	4.3%
Administrative Charges	682,993	663,643	806,446	836,405	3.7%
Capital Outlay	0	7,692	0	0	n.a.
Contingency	0	0	255,231	255,231	0.0%
Ending Fund Balance	0	0	84,095	67,214	-20.1%
TOTAL REQUIREMENTS	5,730,500	5,902,454	6,899,285	7,037,146	2.0%
FTE	30.00	30.60	30.60	30.60	0.0%

FTE By Position Title By Program

Program: SO Operations Support	
Position Title	FTE
Accounting Specialist	1.00
Administrative Assistant	2.00
Administrative Assistant (Confidential)	1.00
Administrative Services Manager Sr	1.00
Budget Analyst 1	1.00
Budget Analyst 2	1.00

MARION COUNTY FY 2019-20 BUDGET
BY DEPARTMENT
SHERIFF'S OFFICE

Program: SO Operations Support	
Position Title	FTE
Chief Civil Supervisor	1.00
Contracts Specialist	1.00
Deputy Sheriff - Enforcement	3.00
Deputy Sheriff - Enforcement (Bilingual)	1.00
Division Commander	1.00
Lieutenant	1.00
Management Analyst 2	1.00
Office Manager	1.00
Office Specialist 2	1.00
Office Specialist 2 (Bilingual)	0.60
Sheriff	1.00
Sheriffs Office Property Specialist	1.00
Support Services Technician	8.00
Support Services Technician (Bilingual)	1.00
Undersheriff	1.00
Program SO Operations Support FTE Total:	30.60

- There are 0.41 FTE in temporary deputies in this program.

FTE Changes

There are no FTE changes for this program.

SO Operations Support Program Budget Justification

RESOURCES

Intergovernmental State increased to support personnel in this program which are funded by Community Corrections.

General Fund Transfers were increased to meet the need for Personnel Services, Materials and Services dispatch increases, and for the portable radio upgrade.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

SHERIFF'S OFFICE

REQUIREMENTS

Personnel Services increases are attributed to step increases and fringe benefit cost increases. This increase is also attributed to annual cost of living (COLA) of 2% for Marion County Employee Association (MCEA) and non-represented unit employees.

Materials and Services has increased overall by almost \$90,000 as follows:

Uniforms and Clothing increased for 22 employees anticipated to be hired (from current vacant positions) in FY 2019-20, as well as an increase for armor vest replacement which is on a five-year replacement schedule. Fuel increased overall with an anticipated cost increase from \$2.60 to \$3.05 per gallon. Radios and Accessories increased for the portable radio upgrade to purchase radios, antennas, chargers, microphones, and associated programming. There is an overall increase specifically for dispatch services provided by Willamette Valley Communications Center. The contract increased 5.3% for FY 2019-20. Fleet decreased due to two vehicles being moved into the Community Resource Unit program. Pre-Employment expenditures are anticipated to increase based on historical spending in FY 2017-18 and projected spending in FY 2018-19; including pre-employment testing, and post-offer physical and psychological screening. Field Supplies were analyzed at the program level for needs, the current inventory was reviewed, and then all expenditures consolidated into the SO Operations Support program; causing an increase in this program. The increase in Training is based on an office-wide training plan in alignment with the Sheriff's Office Core Function "To continue to seek and retain professional and competent staff as well as continue the professional development of all employees" and Sheriff's Office Top 10 Objective to "Focus on employee safety as a first priority at all times".

Contingency is budgeted for unforeseen expenditures and is within the 10% of total operating expenses.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

SHERIFF'S OFFICE

Community Resource Unit Program

- Participates in Neighborhood Watch programs and provides resources for citizens who want to organize efforts to prevent crime in their neighborhoods.
- Provides crisis outreach resources and mobile response to residents experiencing mental health issues.
- Manages alarm permits including education to residents, business owners, and security vendors regarding Marion County's Alarm Ordinance.
- Provides school resource officer services to the Salem-Keizer School District and the Chemawa Indian School, in coordination with the Enforcement division.
- Provides Code Enforcement by responding to complaints and concerns, and by initiating cases for violations regarding county ordinances; i.e., graffiti, tall grass and weeds, building code violations, abandoned vehicles, illegal dumping, etc.

Program Summary

Sheriff's Office

Program: Community Resource Unit

	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Licenses and Permits	58,010	58,160	58,000	56,420	-2.7%
Intergovernmental Federal	547,931	457,000	356,374	354,150	-0.6%
Charges for Services	450,754	478,649	505,873	505,660	0.0%
Other Revenues	130	195	745	500	-32.9%
General Fund Transfers	675,094	710,972	856,048	975,429	13.9%
Other Fund Transfers	7,885	8,227	8,751	0	-100.0%
Net Working Capital	96,219	137,188	126,934	126,367	-0.4%
TOTAL RESOURCES	1,836,023	1,850,391	1,912,725	2,018,526	5.5%
REQUIREMENTS					
Personnel Services	1,323,969	1,324,045	1,369,986	1,369,052	-0.1%
Materials and Services	224,050	204,194	225,739	259,603	15.0%
Administrative Charges	150,816	195,219	238,808	281,028	17.7%
Contingency	0	0	78,192	108,843	39.2%
TOTAL REQUIREMENTS	1,698,835	1,723,458	1,912,725	2,018,526	5.5%
FTE	12.45	12.85	11.35	11.35	0.0%

FTE By Position Title By Program

Program: Community Resource Unit	
Position Title	FTE
Code Enforcement Officer	2.00
Code Enforcement Officer #3313	1.00
Deputy Sheriff - Enforcement	5.50
Office Specialist 2 (Bilingual)	0.40
Office Specialist 3	1.00
Sergeant	1.45
Program Community Resource Unit FTE Total:	11.35

- There are 1.25 FTE temporary employees in this program.

MARION COUNTY FY 2019-20 BUDGET
BY DEPARTMENT
SHERIFF'S OFFICE

FTE Changes

There are no FTE changes for this program.

Community Resource Unit Program Budget Justification

RESOURCES

Charges for Service remains generally consistent from FY 2018-19 and includes alarm fees, code enforcement services, and the Salem Keizer Schools contract.

The increase in General Fund Transfer is due to increases in Materials and Services for fuel increases, and for fleet vehicles moved from another program.

Other Fund Transfers were for crisis outreach/mental health team support and has moved to Charges for Service.

REQUIREMENTS

Despite the normal Personnel Services increases for annual COLA of 2% for MCEA and non-represented unit employees, step increases and fringe benefit cost increases; this program has overall decreases attributed to reduced premium pay and personnel changes.

Materials and Services increased overall by almost \$34,000 as follows:

Fuel increased with an anticipated cost increase from \$2.60 to \$3.05 per gallon.

Fleet also increased in this program for two vehicles moved from the SO Operations Support Program more appropriately to this program.

Contingency is budgeted for unforeseen expenditures and is within the 10% of total operating expenses.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

SHERIFF'S OFFICE

Judicial Security Program

- Provides courtroom and judicial security for 18 courtrooms within the county including approximately 36,000 criminal hearings and 9,000 civil and domestic relations hearings annually. Services are provided at Circuit Court facilities located in the Marion County Courthouse, the Jail Annex, and the Marion County Juvenile facility.
- Provides over 300 prisoner transports each year between multiple correctional facilities including the Oregon State Hospital (OSH) and Oregon Youth Authority. Through a contract with OSH, provides over 700 transports for OSH patients to medical appointments annually.
- Provides security for pretrial and sentenced individuals involved in medical emergencies during court proceedings.
- Provides adult and juvenile threat assessment services for partner agencies throughout the county. Also provides security audits and safety plans for county buildings.

Program Summary

Sheriff's Office

Program: Judicial Security

	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Intergovernmental State	205,686	511,365	404,365	333,363	-17.6%
Charges for Services	1,482	6,535	0	0	n.a.
General Fund Transfers	2,002,572	2,218,549	2,293,713	2,315,025	0.9%
Other Fund Transfers	0	(33,347)	0	0	n.a.
Net Working Capital	0	11,475	50,956	0	-100.0%
TOTAL RESOURCES	2,209,739	2,714,577	2,749,034	2,648,388	-3.7%
REQUIREMENTS					
Personnel Services	1,879,658	2,321,160	2,260,808	2,187,714	-3.2%
Materials and Services	80,130	76,487	107,858	123,955	14.9%
Administrative Charges	238,475	265,975	329,412	336,719	2.2%
Contingency	0	0	15,307	0	-100.0%
Ending Fund Balance	0	0	35,649	0	-100.0%
TOTAL REQUIREMENTS	2,198,263	2,663,622	2,749,034	2,648,388	-3.7%
FTE	15.00	16.00	16.00	16.00	0.0%

FTE By Position Title By Program

Program: Judicial Security	
Position Title	FTE
Deputy Sheriff - Enforcement	3.00
Deputy Sheriff - Enforcement (Bilingual)	1.00
Deputy Sheriff - Institutions	11.00
Sergeant	1.00
Program Judicial Security FTE Total:	16.00

- There are 2.26 FTE in temporary deputies in this program.

FTE Changes

There are no FTE changes for this program.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

SHERIFF'S OFFICE

Judicial Security Program Budget Justification

RESOURCES

This program is funded by County General Fund and Intergovernmental State funds.

The Oregon State Hospital contract for transport services is up for renewal in FY 2019-20 which decreased Intergovernmental State since the contract may not renew with overtime services.

REQUIREMENTS

Despite the normal Personnel Services increases for annual COLA of 2% for non-represented unit employees, step increases and fringe benefit cost increases; this program has overall decreases attributed to reduced premium pay in the Oregon State Hospital Contract.

Materials and Services increase is primarily related to: 1) Fleet lease increased through multiple adjustments to vehicles in this program in collaboration with Public Works reviewing each vehicle including mileage usage and vehicle class; and 2) Fuel increased overall with an anticipated cost increase from \$2.60 to \$3.05 per gallon.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

SHERIFF'S OFFICE

Enforcement Support Program

- Provides oversight of Enforcement division functions.
- Ensures compliance with Oregon Accreditation Alliance in regard to enforcement policy and procedures.
- Conducts professional standards investigations and inquiries as necessary.

Program Summary

Sheriff's Office

Program: Enforcement Support

	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Charges for Services	240	939	0	0	n.a.
Other Revenues	0	616	0	0	n.a.
General Fund Transfers	841,280	920,509	1,006,966	1,017,669	1.1%
TOTAL RESOURCES	841,520	922,064	1,006,966	1,017,669	1.1%
REQUIREMENTS					
Personnel Services	600,126	676,076	697,330	734,752	5.4%
Materials and Services	149,875	148,716	190,758	159,711	-16.3%
Administrative Charges	91,519	97,273	118,878	123,206	3.6%
TOTAL REQUIREMENTS	841,520	922,064	1,006,966	1,017,669	1.1%
FTE	3.90	3.90	3.90	3.90	0.0%

FTE By Position Title By Program

Program: Enforcement Support	
Position Title	FTE
Division Commander	1.00
Lieutenant	1.90
Sergeant	1.00
Program Enforcement Support FTE Total:	3.90

FTE Changes

There are no FTE changes for this program.

Enforcement Support Program Budget Justification

RESOURCES

This program is funded completely by County General Fund. The increase in General Fund Transfer is a result of Personnel Services increases as described below.

REQUIREMENTS

Normal Personnel Services increases attributed to step increases and fringe benefit cost increases. This increase is also attributed to annual COLA of 2% for non-represented unit employees.

Materials and Services decreased overall including reduced Small Office Equipment based on current program needs, decreased Phone and Communication Services due to reduced long distance usage, decreased Data Connections and Cellular Phones after an audit of air card and cell phone usage, and decreased utilities allocation. Despite the overall decrease, Departmental Supplies increased based on current spending.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

SHERIFF'S OFFICE

Detectives Program

- Provides investigative services in the areas of computer forensics, homicides, serious assaults, missing persons, sex offenses, organized crime, and robberies.
- Investigates incidents that result in injury or death to an officer. As mandated by Senate Bill 111, investigates incidents where officers/deputies are involved in the use of deadly force.
- Provides specially trained investigators in polygraph examinations, domestic violence, and crimes against children.
- Provides technical assistance and serves as a resource to agencies and investigative units within Marion County.

Program Summary

Sheriff's Office

Program: Detectives

	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Intergovernmental Federal	2,491	0	18,374	18,374	0.0%
Intergovernmental State	21,697	22,590	24,467	25,275	3.3%
Charges for Services	1,200	2,455	0	0	n.a.
General Fund Transfers	1,467,134	1,801,345	2,429,239	2,225,681	-8.4%
Other Fund Transfers	(3,344)	1,984	0	0	n.a.
Net Working Capital	167,180	137,853	123,644	65,533	-47.0%
TOTAL RESOURCES	1,656,358	1,966,227	2,595,724	2,334,863	-10.0%
REQUIREMENTS					
Personnel Services	1,160,582	1,479,977	1,988,306	1,838,772	-7.5%
Materials and Services	117,603	106,214	196,920	164,947	-16.2%
Administrative Charges	240,319	244,791	362,131	311,708	-13.9%
Capital Outlay	0	11,601	24,000	0	-100.0%
Contingency	0	0	24,367	19,436	-20.2%
TOTAL REQUIREMENTS	1,518,505	1,842,582	2,595,724	2,334,863	-10.0%
FTE	14.00	14.00	14.00	14.00	0.0%

FTE By Position Title By Program

Program: Detectives	
Position Title	FTE
Administrative Specialist Detective Section	1.00
Deputy Sheriff - Enforcement	8.00
Deputy Sheriff - Enforcement (Bilingual)	2.00
Evidence Officer	2.00
Sergeant	1.00
Program Detectives FTE Total:	14.00

FTE Changes

There are no FTE changes for this program.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

SHERIFF'S OFFICE

Detectives Program Budget Justification

RESOURCES

General Fund, Community Corrections and Sheriff's Office Grant Fund are the resources for this program.

Intergovernmental Federal represents United States Department of Justice funds, and Intergovernmental State is Community Corrections dollars that support the evidence service in this program.

Net Working Capital is both Civil and Federal Forfeiture Funds carry over in the Sheriff Grants Fund.

REQUIREMENTS

Despite the normal Personnel Services increases for annual COLA of 2% for non-represented unit employees, step increases and fringe benefit cost increases; this program has overall decreases attributed to reduced premium pay and personnel moves.

Materials and Services decreased in this program, with offsetting adjustments to the program.

Fuel increased overall with an anticipated cost increase from \$2.60 to \$3.05 per gallon.

Fleet lease decreased through multiple adjustments to vehicles in this program in collaboration with Public Works, reviewing each vehicle including mileage usage and vehicle class.

Decrease in expenditures related to Federal Forfeiture compared to FY 2018-19; including Safety Clothing and Small Departmental Equipment purchased in FY 2018-19.

Contingency is budgeted for unforeseen expenditures and is within the 10% of total operating expenses.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

SHERIFF'S OFFICE

Patrol Program

- Provides criminal and traffic law enforcement services 24 hours a day, seven days a week for 98,931 residents in rural areas, unincorporated communities, and cities without dedicated police coverage or less than 24-hour law enforcement response services.
- Supports and assists various police agencies within Marion County on calls for service or investigations when requested.
- Provides Search and Rescue, Canine Teams, Reserve and Cadet programs, Marine Patrol, and Special Weapons and Tactics Team (SWAT).
- Provides traffic enforcement and conducts community awareness/education presentations to reduce motor vehicle crashes, injuries and fatalities through enforcement patrol and services of the Traffic Safety Team (TST) - a self-funded program.
- Utilizes specialized investigators to reconstruct and investigate serious person crimes and/or fatal motor vehicle crashes.
- Provides contracted law enforcement services for cities, and other public/private entities for special events.

Program Summary

Sheriff's Office

Program: Patrol

	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Intergovernmental Federal	67,764	84,255	142,192	603,444	324.4%
Intergovernmental State	181,958	176,070	223,921	224,863	0.4%
Charges for Services	767,889	830,165	792,362	821,615	3.7%
Fines and Forfeitures	1,994,804	2,181,742	2,025,822	2,100,010	3.7%
Interest	15,515	17,893	10,948	15,399	40.7%
Other Revenues	20,921	92,086	23,511	15,000	-36.2%
General Fund Transfers	6,615,371	7,081,540	7,557,303	7,649,887	1.2%
Other Fund Transfers	7,677	35,118	188,639	211,664	12.2%
Net Working Capital	1,100,238	1,099,836	1,103,298	1,037,496	-6.0%
TOTAL RESOURCES	10,772,137	11,598,705	12,067,996	12,679,378	5.1%
REQUIREMENTS					
Personnel Services	7,100,961	7,635,362	8,216,338	8,466,783	3.0%
Materials and Services	1,432,124	1,424,185	1,788,101	2,060,853	15.3%
Administrative Charges	1,023,303	1,068,348	1,356,643	1,453,850	7.2%
Capital Outlay	10,999	18,527	208,286	41,440	-80.1%
Transfers Out	104,915	255,610	100,000	275,000	175.0%
Contingency	0	0	326,228	317,303	-2.7%
Ending Fund Balance	0	0	72,400	64,149	-11.4%
TOTAL REQUIREMENTS	9,672,302	10,402,033	12,067,996	12,679,378	5.1%
FTE	56.65	57.65	60.15	60.15	0.0%

FTE By Position Title By Program

Program: Patrol	
Position Title	FTE
Deputy Sheriff - Enforcement	50.50
Deputy Sheriff - Enforcement (Bilingual)	1.00

MARION COUNTY FY 2019-20 BUDGET
BY DEPARTMENT
SHERIFF'S OFFICE

Program: Patrol	
Position Title	FTE
Lieutenant	0.10
Program Coordinator 2 - DOJ COAP Grants Cat 1 & 3	1.00
Sergeant	6.55
Support Services Technician (Bilingual)	1.00
Program Patrol FTE Total:	60.15

- There are 0.35 FTE in temporary employees in this program for Marine Patrol.

FTE Changes

There are no FTE changes for this program.

Patrol Program Budget Justification

RESOURCES

Resources for this program are from three different funds including the General Fund, Sheriff Grants Fund and Traffic Safety Team Fund.

Intergovernmental Federal increased primarily due to two federal Bureau of Justice Assistance grants which fund enhancements to Law Enforcement Assisted Diversion (LEAD).

The increases in the remaining Resources in this program are a result of Charges for Services increasing for contracted services with cities, Fines and Forfeitures increasing due to anticipated revenue from traffic citations, and to meet the needs for increases in Personnel Services and Materials and Services increases as described in the requirements section below.

REQUIREMENTS

Personnel Services increase is attributed to normal step increases, fringe benefit cost increases, and an annual COLA of 2% for non-represented unit employees. The 1.00 FTE Program Coordinator added in FY 2018-19 to oversee the Law Enforcement Assisted Diversion federal grants is fully funded in FY 2019-20 which increases Personnel Services in this program.

There is an overall increase in Materials and Services of nearly \$273,000 as described below:

Fuel cost increase from \$2.60 to \$3.05 per gallon. Reduction of one vehicle moving to the Enhanced Public Safety (ESSD) program. Building lease costs for the South District and North District Offices due to contractual increases. Dispatch services provided by Willamette Valley Communications Center increased 5.3% for FY 2019-20. Safety Clothing increased due to the SWAT heavy vest replacement cycle; and to purchase new plates for vests with improved technology. Reduction in Uniforms and Clothing because there are fewer armored vest replacements on the five-year cycle, and due to rain jackets purchased in FY 2018-19. Reductions in Small Departmental Equipment due to the purchase of handguns and iPads in FY 2018-19 and also eliminated a contract for crash reconstruction consulting in FY 2019-20 as the team now has this capability in-house.

Capital Outlay includes funding for a K-9 replacement, if needed, for \$16,440 and a purchase of a side-by-side ATV for \$25,000.

Transfers out increased from the Traffic Safety Fund to support Justice Court operations for Traffic Safety Team citations.

Contingency is budgeted for unforeseen expenditures and is within the 10% of total operating expenses.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

SHERIFF'S OFFICE

Enhanced Public Safety ESSD Program

- Provides criminal and traffic law enforcement services 24 hours a day, seven days a week for the newly established Enhanced Public Safety East Salem Service District (ESSD).
- Supports and assists various police agencies within Marion County on calls for service or investigations when requested.
- Provides traffic enforcement and conducts community awareness/education presentations to reduce motor vehicle crashes, injuries, and fatalities.
- Utilizes specialized investigators to reconstruct and investigate serious person crimes and/or fatal motor vehicle crashes.

Program Summary

Sheriff's Office

Program: Enhanced Public Safety ESSD

	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Charges for Services	0	0	1,664,315	1,591,766	-4.4%
Interest	0	0	0	26,995	n.a.
Net Working Capital	0	0	0	1,366,854	n.a.
TOTAL RESOURCES	0	0	1,664,315	2,985,615	79.4%
REQUIREMENTS					
Personnel Services	0	0	665,727	1,273,498	91.3%
Materials and Services	0	0	234,118	224,966	-3.9%
Administrative Charges	0	0	0	82,663	n.a.
Capital Outlay	0	0	17,400	11,600	-33.3%
Transfers Out	0	0	126,888	102,838	-19.0%
Contingency	0	0	166,432	298,562	79.4%
Ending Fund Balance	0	0	453,750	991,488	118.5%
TOTAL REQUIREMENTS	0	0	1,664,315	2,985,615	79.4%
FTE	0.00	0.00	10.00	10.00	0.0%

FTE By Position Title By Program

Program: Enhanced Public Safety ESSD	
Position Title	FTE
Deputy Sheriff - Enforcement	10.00
Program Enhanced Public Safety ESSD FTE Total:	10.00

FTE Changes

There are no FTE changes for this program.

Enhanced Public Safety ESSD Program Budget Justification

RESOURCES

The resources come from fee assessments to dwellings and properties added to property tax bills for public safety services specific to the communities of Hayesville and Four Corners.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

SHERIFF'S OFFICE

REQUIREMENTS

Personnel Services has increased as hiring continues for this new program, which was a decision package in FY 2018-19. The 10 FTE hiring should be reached six months into FY 2019-20.

Materials and Services changes are a result of the following:

Uniforms and Clothing reduces from prior year as all 10 FTE new hire uniform purchases are planned in FY 2018-2019 budget, and the FY 2019-20 expenditures are replacement cost only. Fleet costs increased commensurate with the hiring of 10 FTE for this new program.

Capital Outlay of \$11,600 is for the purchase of two computer tablets for vehicles put into service for FY 2019-20.

Contingency is budgeted for unforeseen expenditures and is within the 10% of total operating expenses.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

SHERIFF'S OFFICE

Institutions Support Program

- Provides overall support to the jail facility including records and warrants services, court desk services, and administrative support.
- Manages and performs all records functions associated with lodging and releasing over 15,500 inmates on an annual basis. Services include data entry when people are booked into the jail and transition center, and tracking sentenced inmates.
- Enters and maintains warrants, no contact orders, and all restraining orders.
- Determines release dates and arranges for transports to and from correctional facilities throughout the Northwest region.

Program Summary

Sheriff's Office	Program: Institutions Support				
	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Charges for Services	0	835	0	0	n.a.
General Fund Transfers	3,358,056	3,488,193	3,594,733	3,721,089	3.5%
Other Fund Transfers	87,777	92,822	92,822	92,822	0.0%
TOTAL RESOURCES	3,445,833	3,581,849	3,687,555	3,813,911	3.4%
REQUIREMENTS					
Personnel Services	2,215,046	2,340,535	2,481,318	2,562,171	3.3%
Materials and Services	818,953	803,585	671,287	697,311	3.9%
Administrative Charges	411,834	437,730	534,950	554,429	3.6%
TOTAL REQUIREMENTS	3,445,833	3,581,849	3,687,555	3,813,911	3.4%
FTE	23.00	23.00	23.00	23.00	0.0%

FTE By Position Title By Program

Program: Institutions Support	
Position Title	FTE
Division Commander - Institution	1.00
Lieutenant	4.00
Office Manager Sr	1.00
Office Specialist 2	2.00
Sheriff's Office Records Specialist	3.00
Support Services Technician	11.00
Support Services Technician (Bilingual)	1.00
Program Institutions Support FTE Total:	23.00

FTE Changes

There are no FTE changes for this program.

Institutions Support Program Budget Justification

RESOURCES

The resources for this program are General Fund and Community Corrections. The increase in General Fund Transfer is to meet the increases in Personnel Services and Materials and Services increases as described below.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

SHERIFF'S OFFICE

REQUIREMENTS

Personnel Services increases are attributed to step increases and fringe benefit cost increases. This increase is also attributed to an annual COLA of 2% for non-represented unit employees.

Materials and Services increased just over \$26,000 as follows:

Office Supplies based on recent spending, for increased utilities allocation, and in Building Maintenance which continues to increase due to the age of the facility. Fuel increased overall with an anticipated cost increase from \$2.60 to \$3.05 per gallon. Fleet increased for SUV class replacement vehicles which allow essential staff to respond in potentially dangerous road conditions.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

SHERIFF'S OFFICE

Jail Operations Program

- Processes and lodges arrestees who are brought to the Marion County Jail by law enforcement agencies throughout the county.
- Provides 24-hour supervision and monitors all inmates in all classification levels in custody at the jail facility. The facility typically operates at a 415 bed capacity year round.
- Provides drug detection canine, classification, training, inmate worker supervision, purchasing services, search and rescue assistance, SWAT participants, a Security Threat Group, and a Cell Extraction Team.
- Provides support to the law library and educational programs.
- Operates and manages the inmate transport hub for the entire state.
- Operates a 144 bed transition center including utilizing four deputy-supervised work crews.
- Monitors pretrial defendants selected utilizing an actuarially-based risk assessment and judicial referrals, allowing for higher risk individuals to remain in custody, and ensuring those released return to report for court hearings.
- Provides inmate labor to public entities through contracts and intergovernmental agreements throughout Marion County.
- Transition center operations support county departments including Business Services - Facilities Management, Public Works - Road Crews, and Community Services - dog kennel; by providing inmate work crews to perform general labor.
- Transition center operations facilitate reentry into the community by providing a structured environment and work crew participation as well as opportunities to learn new job skills.
- Operates reentry program which provides drug and alcohol treatment and employment services for inmates released from jail.
- Hosts the De Muniz Resource Center providing transitional assistance to individuals currently serving a sanction or sentence at the transition center, or for those who have recently been released from incarceration.

Program Summary

Sheriff's Office

Program: Jail Operations

	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Intergovernmental Federal	127,322	23,200	23,573	0	-100.0%
Intergovernmental State	431,324	463,061	463,061	468,287	1.1%
Charges for Services	618,768	679,711	601,834	696,515	15.7%
Interest	2,852	4,086	0	0	n.a.
Other Revenues	695	0	0	0	n.a.
General Fund Transfers	10,535,661	10,779,788	12,159,419	12,731,142	4.7%
Other Fund Transfers	3,819,805	4,094,387	4,336,123	4,077,856	-6.0%
Net Working Capital	696,612	564,004	456,090	426,398	-6.5%
TOTAL RESOURCES	16,233,039	16,608,237	18,040,100	18,400,198	2.0%
REQUIREMENTS					
Personnel Services	12,085,946	12,326,540	13,533,619	13,785,271	1.9%
Materials and Services	1,673,256	1,764,955	1,752,530	1,724,592	-1.6%
Administrative Charges	1,909,832	2,046,489	2,372,793	2,451,589	3.3%
Capital Outlay	0	0	27,692	0	-100.0%
Transfers Out	0	14,162	0	0	n.a.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

SHERIFF'S OFFICE

	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
Contingency	0	0	57,833	65,616	13.5%
Ending Fund Balance	0	0	295,633	373,130	26.2%
TOTAL REQUIREMENTS	15,669,035	16,152,147	18,040,100	18,400,198	2.0%
FTE	106.00	106.00	108.00	108.00	0.0%

FTE By Position Title By Program

Program: Jail Operations	
Position Title	FTE
Case Aide	2.00
Deputy Sheriff - Institutions	58.00
Deputy Sheriff - Institutions (Bilingual)	4.00
Deputy Sheriff - Institutions (MSR)	24.00
Deputy Sheriff - Institutions (MSR) (Bilingual)	1.00
Facility Security Aide 1	2.00
Facility Security Aide 2	4.00
Facility Security Aide 2 (Bilingual)	2.00
Office Specialist 3	1.00
Sergeant	10.00
Program Jail Operations FTE Total:	108.00

FTE Changes

There are no FTE changes for this program.

Jail Operations Program Budget Justification

RESOURCES

The resources for this program are primarily General Fund and Community Corrections, but also include Sheriff Grant funds and Inmate Welfare funds.

The Charges for Services increase is for Felony DUII Reimbursement revenue through Senate Bill 395 based on prior years' revenue trends. Charges for Services also includes Work Crew Fees and revenue from inmate vending/telephone services.

Other Fund Transfers decreased due to reduced Community Corrections revenue based on the Governor's proposed budget for the upcoming biennium, and due to reduced Criminal Justice revenue.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

SHERIFF'S OFFICE

REQUIREMENTS

Personnel Services increases are attributed to step increases and fringe benefit cost increases. This increase is also attributed to annual COLA of 2% for MCEA and non-represented unit employees.

Materials and Services decreased slightly due to the net effect of the following changes:

Fuel increased overall with an anticipated cost increase from \$2.60 to \$3.05 per gallon; increases in Work Crews in Institutional Supplies to purchase needed replacement gloves, boots, and clothing; Safety Clothing increased to purchase rain gear and safety vests; and an increase in Small Departmental Equipment to replace chain saws, pruners, shovels, mowers, and saws. Safety Equipment increased to purchase new cut-down tools, which are more effective with the bedding currently in use at the jail; and to replace flashlights. Computers Non Capital increased to purchase four laptop computers for the Field Training and Evaluation Program to improve the quality of the program and reduce burnout in Field Training Officers. Social Service is decreased because the jail survey is planned for every two years and was last completed in 2018. Small Office Equipment decreased due to a large purchase of inmate chairs, desks, and cabinets in FY 2018-19. Software increased for pretrial release software annual license fees. This software was implemented in FY 2018-19 from the decision package for pretrial monitoring, and funded through a Capital Improvement purchase.

Contingency is budgeted for unforeseen expenditures and is within the 10% of total operating expenses.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

SHERIFF'S OFFICE

Inmate Medical Services Program

- Provides medical services to all inmates who are incarcerated in the Marion County Jail.
- Provides health screening and services ranging from basic first aid to more serious management of medical conditions and needs; including medication, prenatal care, dental care and mental health care.
- Facilitates and arranges transports for emergencies and medical appointments outside of the facility.

Program Summary

Sheriff's Office

Program: Inmate Medical Services

	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Charges for Services	33,874	37,901	30,177	30,177	0.0%
General Fund Transfers	2,476,208	2,774,263	2,934,322	2,844,856	-3.0%
TOTAL RESOURCES	2,510,082	2,812,164	2,964,499	2,875,033	-3.0%
REQUIREMENTS					
Personnel Services	1,410,662	1,558,581	1,801,931	1,730,919	-3.9%
Materials and Services	779,107	913,127	746,498	712,892	-4.5%
Administrative Charges	320,313	340,456	416,070	431,222	3.6%
TOTAL REQUIREMENTS	2,510,082	2,812,163	2,964,499	2,875,033	-3.0%
FTE	13.50	13.50	13.50	13.50	0.0%

FTE By Position Title By Program

Program: Inmate Medical Services	
Position Title	FTE
Corrections Health Prgm Supervisor	1.00
Corrections Nurse	6.00
Corrections Nurse (Bilingual)	1.00
Corrections Nurse (LPN)	3.00
Deputy Sheriff - Institutions	1.00
Office Specialist 2	0.50
Office Specialist 2 (Bilingual)	1.00
Program Inmate Medical Services FTE Total:	13.50

FTE Changes

The overall FTE for this program has not changed, however three Corrections Nurse (Registered Nurse) positions were converted to Corrections Nurse (Licensed Practical Nurse) positions.

Inmate Medical Services Program Budget Justification

RESOURCES

The resources for this program are General Fund and Charges for Services.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

SHERIFF'S OFFICE

REQUIREMENTS

Personnel Services reduced overall, despite the normal increases for annual COLA of 2% for non-represented unit employees, step increases and fringe benefit cost increases; attributed to the conversion of three Corrections Nurse Registered Nurse (RN) positions to Corrections Nurse Licensed Practical Nurse (LPN) positions at a lower overall salary.

Materials and Services decreased overall due to the net effect of the following changes:

Increase in Small Office Equipment for four replacement chairs; Increases to Medical Services, Psychiatric Services, and Dental Services are anticipated as each contract is set to expire in FY 2018-19; Hospital Services increased, while Ambulance Services decreased, both based on current year costs; and Other Contracted Services reduced because the addition of the Corrections Nurse LPN positions diminishes the need for contracted nurses.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

SHERIFF'S OFFICE

Parole and Probation Support Program

- A division commander and two lieutenants provide overall administrative support to the division including supervisory oversight, resource allocation, and contract monitoring.
- Administrative staff complete data entry; including judgments, amendments, and sanctions. Additionally, staff process reports, collect supervision fees, and greet the public and clients.

Program Summary

Sheriff's Office

Program: Parole and Probation Support

	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Intergovernmental State	5,689,301	6,683,138	6,514,620	5,904,755	-9.4%
Charges for Services	88	0	0	0	n.a.
Other Fund Transfers	1,308,161	284,615	199,852	0	-100.0%
Net Working Capital	130,525	541,603	622,724	1,095,045	75.8%
TOTAL RESOURCES	7,128,076	7,509,357	7,337,196	6,999,800	-4.6%
REQUIREMENTS					
Personnel Services	1,555,215	1,601,285	1,555,710	1,536,337	-1.2%
Materials and Services	729,634	733,784	709,521	614,225	-13.4%
Administrative Charges	544,041	515,860	525,565	643,448	22.4%
Transfers Out	3,757,582	4,035,704	4,379,882	4,149,602	-5.3%
Contingency	0	0	166,518	56,188	-66.3%
TOTAL REQUIREMENTS	6,586,472	6,886,633	7,337,196	6,999,800	-4.6%
FTE	17.00	16.00	16.00	14.00	-12.5%

FTE By Position Title By Program

Program: Parole and Probation Support	
Position Title	FTE
Department Specialist 2	2.00
Department Specialist 3	7.00
Department Specialist 3 (Bilingual)	1.00
Division Commander	1.00
Lieutenant	2.00
Office Manager Sr	1.00
Program Parole and Probation Support FTE Total:	14.00

FTE Changes

Reduced by Accounting Specialist 1.00 FTE and Department Specialist 3, 1.00 FTE which were eliminated because of reduced state funding after the positions became vacant in FY 2018-19.

Parole and Probation Support Program Budget Justification

RESOURCES

Community Corrections is the funding for this program with an anticipated decrease in Intergovernmental State in the first year of the biennium based on the Governor's proposed budget.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

SHERIFF'S OFFICE

REQUIREMENTS

Personnel Services has an overall slight reduction despite the normal increases for annual COLA of 2% for MCEA and non-represented unit employees, step increases and fringe benefit cost increases, which are offset by the reduced FTE of 2.00.

Materials and Services decreased including Uniforms and Clothing due to fewer vest replacements on the five-year cycle, Postage based on lower overall usage, Data Connections and Cellular Phones after an audit of air card and cell phone usage, and Building Rental with the consolidation of all staff to the Public Safety Building in 2018. Although Materials and Services had an overall decrease in this program, several line items had increases including document disposal services based on current usage, Fuel with an anticipated cost increase from \$2.60 to \$3.05 per gallon, Computers Non Capital for laptop replacements, and Fleet for SUV class replacement vehicles which allow essential staff to respond in potentially dangerous road conditions.

Transfers Out represents the Community Corrections monies transferred to the General Fund for use at the Jail and in Operations and decreased due to reduced Community Corrections revenue based on the Governor's proposed budget for the upcoming biennium.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

SHERIFF'S OFFICE

Parole and Probation Supervsn Program

- Manages parole and probation offenders located within county boundaries; supervises 3,101 offenders, with an additional 1,931 who are on abscond status.
- Provides offender supervision, sanctions, alcohol and drug treatment programs, sex offender programs, cognitive classes, employment coordination, victim restitution, and community service work.
- Uses evidence-based practices and Effective Practices in Community Supervision (EPICS) as guiding philosophies that cover the delivery of supervision services to the offender population. Key evidence-based practices are the use of assessments, case plans, skill building, and the utilization of sanctions and services that reduce risk and promote offender change.
- Manages field supervision caseloads which are divided and organized by risk and geographic regions within the county, facilitating community partnerships, and familiarity with the community. There are also specialized caseloads for transitional release offenders, sex offenders, high-risk offenders, mental health offenders, and domestic violence cases.

Program Summary

Sheriff's Office

Program: Parole and Probation Supervsn

	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Intergovernmental State	5,759,118	7,330,047	7,601,747	7,076,996	-6.9%
Charges for Services	847,525	896,581	863,050	855,300	-0.9%
Interest	30,938	30,779	0	0	n.a.
General Fund Transfers	0	0	280,545	0	-100.0%
Other Fund Transfers	(762,151)	(99,322)	12,235	151,154	1,135.4%
Net Working Capital	1,989,358	99,074	440,184	120,784	-72.6%
TOTAL RESOURCES	7,864,789	8,257,159	9,197,761	8,204,234	-10.8%
REQUIREMENTS					
Personnel Services	5,246,974	5,491,989	5,979,164	5,923,102	-0.9%
Materials and Services	2,009,424	1,820,543	2,591,116	1,637,684	-36.8%
Administrative Charges	509,317	504,445	625,673	643,448	2.8%
Transfers Out	0	0	1,808	0	-100.0%
TOTAL REQUIREMENTS	7,765,715	7,816,977	9,197,761	8,204,234	-10.8%
FTE	53.50	51.50	51.50	48.50	-5.8%

FTE By Position Title By Program

Program: Parole and Probation Supervsn	
Position Title	FTE
Case Aide	2.00
Case Aide (Bilingual)	1.00
Community Corrections Educator	1.00
Deputy Sheriff - P & P - Advanced	34.00
Deputy Sheriff - P & P - Advanced (Bilingual)	5.00
Program Coordinator 2	0.50
Sergeant	4.00
Victim Assistance Program Coordinator	1.00
Program Parole and Probation Supervsn FTE Total:	48.50

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

SHERIFF'S OFFICE

FTE Changes

FTE reduced by 3.00 Case Aides which were eliminated because of reduced state funding after the positions became vacant in FY 2018-19.

Parole and Probation Supervsn Program Budget Justification

RESOURCES

Community Corrections is the funding for this program with an anticipated decrease in Intergovernmental State of \$524,751 in the first year of the biennium based on the Governor's proposed budget.

Other Fund Transfers increased through Measure 57 funding for the upcoming biennium.

General Fund Transfers reduced to \$0 because FY 2018-19 included a one-time transfer for transitional housing services.

REQUIREMENTS

Personnel Services reduced despite the normal increases for annual COLA of 2% for MCEA and non-represented unit employees, step increases and fringe benefit cost increases; because of the reduced FTE of 3.00 Case Aides.

Materials and Services decreased substantially in this program by over \$953,000 as follows:

Other Contracted Services increase for Telemate Satellite Tracking of People (STOP) is due to the county funded pre-trial monitoring program; Social Services decreased due to reduced state funding including contracts for mentoring, and treatment; and Consulting services were eliminated due to the decrease in state funding and elimination of internal positions.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

SHERIFF'S OFFICE

Parole and Probation Treatment Program

- Dedicates efforts to focus treatment resources toward highest risk offenders, promoting positive change through a cognitive-based curriculum, enhanced motivation, offender accountability, and collaborative case management strategies.
- Manages efforts at stemming drug use, domestic violence, and sex offenses.
- Utilizes supplemental state and federal grant funding to partner with the community and create innovative transitional wraparound programming such as SOAR (Student Opportunity for Achieving Results), the De Muniz Resource Center, and motivation/cognitive programming.
- Collaborates with private and public entities to focus on reducing victimization of citizens and recidivism among offenders.
- Works continuously on quality improvement standards as established by the state.
- Uses innovative means of partnering with the community and reducing barriers to successful reintegration through the Marion County Reentry Initiative, the Marion County Justice Reinvestment Council, and continued collaborative efforts with contracted private not-for-profit service agencies.
- Collaborate continuously with criminal justice partners involved in the Mental Health Court, Veteran's Court and Drug Court.

Program Summary

Sheriff's Office

Program: Parole and Probation Treatment

	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Intergovernmental State	626,860	570,791	552,278	574,914	4.1%
Charges for Services	1,060	1,560	0	0	n.a.
Other Fund Transfers	(292,294)	2,627	0	0	n.a.
Net Working Capital	318,168	848	10,000	0	-100.0%
TOTAL RESOURCES	653,793	575,826	562,278	574,914	2.2%
REQUIREMENTS					
Personnel Services	443,786	457,432	474,737	502,950	5.9%
Materials and Services	162,860	63,555	50,000	30,000	-40.0%
Administrative Charges	46,300	44,840	37,541	41,964	11.8%
TOTAL REQUIREMENTS	652,945	565,826	562,278	574,914	2.2%
FTE	5.50	4.50	4.50	4.50	0.0%

FTE By Position Title By Program

Program: Parole and Probation Treatment	
Position Title	FTE
Deputy Sheriff - P & P - Advanced	2.00
Mental Health and Evaluation Specialist	1.00
Program Coordinator 1	1.00
Program Coordinator 2	0.50
Program Parole and Probation Treatment FTE Total:	4.50

FTE Changes

There are no FTE changes for this program.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

SHERIFF'S OFFICE

Parole and Probation Treatment Program Budget Justification

RESOURCES

The resources for this program are Community Corrections. The increase is a result of Personnel Services increases as described below.

REQUIREMENTS

Personnel Services increase is attributed to step increases and fringe benefit cost increases. This increase is also attributed to annual COLA of 2% for MCEA employees.

Materials and Services decreased due primarily to a reduction in Other Contracted Services attributed to current service needs, and a decrease in state funding.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

SHERIFF'S OFFICE

KEY DEPARTMENT ACCOMPLISHMENTS

- The East Salem Service District was established to enhance patrol coverage 24 hours a day, seven days a week to East Salem in the communities of Four Corners and Hayesville. This enhancement will allow deputies to focus on community and livability concerns affecting the citizens of Marion County.
- 110 Sheriff's Office personnel moved into the newly-constructed Public Safety Building in August 2018, housing Parole and Probation, Patrol, and Detectives; resulting in enhanced collaboration and improved interoperability between two divisions.
- In collaboration with Oregon's Third Judicial District, District Attorney's Office, and our public defense consortiums, the Sheriff's Office developed and implemented an evidence-based pretrial monitoring program which is designed to identify a segment of the jail's pretrial population utilizing an actuarially-based risk assessment and judicial referrals to ensure those released return and report for court hearings. When fully implemented, two Case Aide positions will monitor a minimum of 60 pretrial defendants who otherwise would be held in custody in the jail, allowing for higher risk individuals to remain in custody.
- The Arc, National Center on Criminal Justice & Disability has partnered with the Sheriff's Office to implement the grant-funded Pathways to Justice® program. Pathways to Justice® brings together criminal justice and disability community stakeholders to help interact with and address barriers to justice for people with intellectual or developmental disabilities.
- In collaboration with the Criminal Justice Commission, Parole and Probation successfully completed a randomized control trial to evaluate the effectiveness of the Senate Bill 416 program. The program identifies non-violent property and drug offenders awaiting trial, who were likely bound for prison; diverting them to community supervision. These offenders are safely managed in the community using enhanced supervision strategies through Justice Reinvestment Funding and comprehensive treatment services.
- The Concealed Handgun License unit staff have reduced the wait time for an appointment for a citizen to apply for a concealed handgun license from two or more weeks to less than one week.
- Parole and Probation collaborated with state-wide agency partners to develop and implement a paperless system of creating and disseminating reports. This significantly increased the efficiency of our office while reducing costs and the impact on natural resources.
- In a partnership with the Believe Foundation, over 40 law enforcement agencies from all over Marion County and the State of Oregon descended on Wal-Mart on South Commercial in Salem. With smiles on their faces, the occasional Santa hat, and an unmatched holiday spirit; deputies, officers, and volunteers provided over 600 children with holiday gifts at the 21st annual Shop With A Cop event!
- The Sheriff's Office has been awarded two Bureau of Justice Assistance Grants to expand Law Enforcement Assisted Diversion (LEAD) in targeted neighborhoods through a phased approach in partnership with Marion County Health and Human Services, as well as emergency medical providers and first responders. Grant funded planning efforts will align services, resolve service gaps, and divert individuals from the jail and emergency department; while expansion efforts will connect additional individuals experiencing substance use dependency with evidence-based social services, rather than the criminal justice system.
- Oregon State Sheriffs' Association awarded Lieutenant Nick Hunter the Meritorious Service Award, Deputy Andrew Lynch the Parole and Probation Deputy of the Year, and Support Services Technician Lisa Kudrna Civil Support Staff of the Year at their Annual Awards Banquet.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

SHERIFF'S OFFICE

KEY INDICATORS

1: Community Resource Unit Outreach (Crime Prevention)

Definition and Purpose

The Community Resource Unit (CRU) coordinates an office-wide approach to intelligence-led policing. CRU uses a global approach to creating positive change in our community through crime prevention and environmental design.

CRU utilizes several progressive models in an effort to promote crime prevention while trying to reduce the overall occurrence. One of these models is Problem-Oriented Policing (POP). POP focuses on a strategy that involves the identification and analysis of specific crime and disorder problems in order to develop effective response strategies.

The Community Resource Unit tracks the number of community events (National Night Out, neighborhood watch, job fairs, and community events) and the number of public service announcements as part of our community education outreach.

The Crisis Outreach Response Team (CORT) tracks the number of outreach contacts it has during each fiscal year. CORT is a partnership between the Marion County Sheriff's Office, Marion County Mental Health, and neighboring law enforcement agencies including City of Salem Police Department, Woodburn Police Department and Polk County Sheriff's Office. CORT responds to requests for post crisis follow up, consultation or assistance requests from mental health probation officers, mental health court or those providing services to individuals with a mental health need who are involved in the criminal justice system, and a field response to incidents where an individual(s) may be experiencing a mental health crisis.

Significance

The main focus of the Community Resource Unit is to increase community awareness through personal and electronic outreach. Through education and collaboration with our community, this unit strives to reduce criminal activity and/or safety concerns within the county. In addition, the Community Resource Unit encourages and promotes collaboration with our residents and stakeholders to address public safety concerns as a community.

The Community Resource Unit continues to perfect its community outreach through social media sites, face to face interactions, community meetings and civic groups. The primary focus is to enhance citizen involvement within neighborhoods and in the business community to reduce crime and enhance livability.

The Communications Team focuses on electronic dissemination of information including public announcements, videos and educational messages to better inform and promote collaborative working relationships with the citizens of Marion County.

The Nextdoor.com program continues to grow. This program uses a digital platform that inspires communication amongst neighbors, neighborhoods and law enforcement. Nextdoor.com's usage increased by nearly 10,000 users for the second year in a row.

Data Units Calendar Year

Nextdoor.com (Residents/Neighborhoods)

.	CY 2016 Actual	CY 2017 Actual	CY 2018 Actual	CY 2019 Estimate
.	17,400/174	28,898/209	35,000/230	43,700/235

Community Events

CY 2015 Actual	CY 2016 Actual	CY 2017 Actual	CY 2018 Actual	CY 2019 Estimate
148	159	190	203	205

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

SHERIFF'S OFFICE

Crisis Outreach Response Team Field Contacts

CY 2015 Actual	CY 2016 Actual	CY 2017 Actual	CY 2018 Actual	CY 2019 Estimate
823	503	250	615	650

Explanation of Trends and Changes

The Sheriff's Office continues to focus on the type of events rather than the number of events in order to leverage the most positive impact for the community. National crime data and intelligence led law enforcement activities continue to show a dramatic reduction of crime in areas where a cooperative effort is taken up by law enforcement and the community.

For 2018, CORT followed up on 615 police reports, up from 250 in 2017. The increased number is due to personnel changes as the team is now fully staffed.

2: Intelligence Led Public Safety Services

Definition and Purpose

Intelligence-led policing is a business model and managerial philosophy. Data analysis and crime intelligence are critical to a decision making framework that facilitates a focus on crime reduction, disruption, and prevention through both strategic management and public safety strategies that target serious problems and issues within a community (Ratcliffe 2008: 89).

The Enforcement Division uses LexisNexis Citizen View to reduce crime, crashes and traffic violations in Marion County. LexisNexis Citizen View integrates location-based crime and traffic crash data to determine the most effective methods for deploying personnel and resources.

Significance

Using evidence-based practices, the goal of the Enforcement Division is to reduce criminal activity and improve livability within the community. The use of a central data collection point enhances our ability to most effectively deploy personnel and resources. In addition to using a data-driven model for patrol activities, a data-driven approach allows the Enforcement Division to work collaboratively with the CORT (Crisis Outreach Response Team) and MCRT (Mobile Crisis Response Team) (Key Indicator #3), the Community Resources Unit (Key Indicator #1) and the Traffic Safety Team (TST) (Key Indicator #4).

The Enforcement Division has been using crime, crash, and criminal activity data to conduct focused enforcement operations.

Data Units Calendar Year

Top 10 Calls for Service

CY 2015 Actual	CY 2016 Actual	CY 2017 Actual	CY 2018 Actual	Data Value 1
1,805	1,817	2,373	2,338	Asst Agency
1,497	1,549	1,779	1,878	Theft
1,427	1,442	1,765	2,098	Susp Activity
1,165	1,036	1,527	1,754	Citizen Contact
1,486	1,537	1,456	1,465	Dom Disturb
1,177	1,293	1,405	1,462	Check Welfare
1,056	1,187	1,039	1,021	Crash
1,381	1,347	968	951	Driv Comp
883	729	765	***	Audible Alarm
751	819	734	1,089	Susp Vehicle
***	***	***	1,005	Emot Dist Pers

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

SHERIFF'S OFFICE

Explanation of Trends and Changes

The Enforcement division responded to approximately 79,018 calls for service drawing 30,976 case numbers during the 2018 calendar year. On average, Patrol Deputies responded to 216.4 calls per day. Over the course of the preceding three years, the Enforcement division has seen an increase in the total number of calls for service. Of the four patrol districts, Central District continues to account for approximately 55% percent of the total calls for service. The populated areas of Hayesville and Four Corners, while only six square miles, continues to require a high degree of attention.

In FY 2018-19, the Marion County Board of Commissioners established a public safety fee within the East Salem Service District. The ESSD fee dedicates public safety resources to the Hayesville and Four Corners areas, with the addition of ten Patrol Deputies assigned to those areas. The ten deputy positions provide for two deputies 24 hours per day, seven days per week within the district. The overall increase in call load from year 2016 to 2018 has been softened by the implementation of the East Salem Service District (ESSD). Although the ESSD is in its infancy, it is projected that ten additional deputies will provide for a much greater distribution of workload and allow deputy sheriffs to focus on a more community-oriented policing model.

3: Mental Illness and Incarceration

Definition and Purpose

The mitigation of mentally ill persons entering the correctional facility is directly related to Marion County's public safety strategic plan. Many mentally ill persons are arrested and either initially booked and/or lodged at the jail facility. Most of these individuals are arrested for low level crimes which were committed due to their self-medication (i.e., drug use) or the lack of medication at all. The individuals would be better served in community medical or mental health facilities which are more capable of providing appropriate services.

Significance

This key indicator ties to one of the county's strategic goals, County Goal #3: Public Safety - Pursue a safe and secure community by protecting the people, property, and economy of Marion County. This includes a myriad of issues. One significant issue that crosses all boundaries of the public safety system is mental illness. The Sheriff's Office has participated in five jail studies in 2005, 2007, 2011, 2015, and 2018. The goal with the most recent study was to determine whether our incarcerated population of inmates with a mental health condition has stabilized or continues to trend up or down based on the resources and procedures put in place since 2011.

In terms of significance these individuals and their mental health conditions present a notable financial impact on the budget both in Personnel Services and in Materials and Services.

Data Units Fiscal Year

Number of Inmates Receiving Psychotropic Medication

FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Estimate
1,410	1,312	1,263	1,294	1,272

Dollar Amount Spent on Psychotropic Medications

FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Estimate
\$247,071	\$140,370	\$115,235	\$122,135	\$141,616

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

SHERIFF'S OFFICE

Explanation of Trends and Changes

Psychotropic medications for FY 2017-18 increased compared to the prior fiscal year. The number of patients have been about 1,300 each year over the past few years. The unique number of patients receiving psychotropic medications had increased by 31 patients from the prior fiscal year.

There are still a number of patients returning from the Oregon State Hospital with requests to continue all medications. Previously, this attributed to some of the higher cost items such as long acting injectable medications. The use of long acting injectable medications has significantly decreased and although there was some use in early FY 2017-18, there is little to no use of these drugs in the current fiscal year.

The number of clients receiving psychotropic medications increased by nearly 2.5 % from FY 2016-17 to 2017-18. The monthly psychotropic medication cost for FY 2016-17 averaged \$9,603; and for FY 2017-18 they averaged \$10,177. The costs are anticipated to increase for FY 2018-19. This change is largely a result of an increased number of mentally ill persons entering the jail.

4: Traffic Safety Team Education and Enforcement

Definition and Purpose

Marion County's Traffic Safety Team is designed with three primary objectives: education, engineering (analysis) and enforcement. Through community outreach via public safety announcements, safety fairs, neighborhood watch, National Night Out, and presentations in local schools, the Traffic Safety Team has continued to deliver a proactive message focusing on safety for all motorists that share Marion County streets and roadways. Through education, engineering and enforcement efforts, the team's mission is to reduce serious injury and/or fatal crashes.

In concert with the vision of the 2016 Oregon Transportation Safety Action Plan (TSAP), the Sheriff's Office is committed to achieving no death or life-changing injuries on our roadways by 2035.

Significance

This key indicator ties to County Goal #3: Public Safety -- Pursue a safe and secure community by protecting the people, property, and economy of Marion County. The National Safety Council estimates the economic impact due to motor vehicle crashes in Oregon between 2009 and 2013 was close to \$6 billion or roughly \$300 per Oregon resident per year. The Council calculated the cost per person of a disabling injury motor vehicle collision to be approximately \$75,000.

The reduction of traffic crashes and fatalities are of utmost importance to the Sheriff's Office and the community. The calculation of life and lost value of a person to this community and the state cannot be overstated. Traffic crashes, serious injuries and fatalities cross economic and personal boundaries, influence both personal and property insurance factors and result in potential educational or business related losses to the community. Each serious injury or fatal crash results in severe emotional damage (which cannot be measured) to the community.

Data Units Calendar Year

Fatal Traffic Crashes

CY 2014 Actual	CY 2015 Actual	CY 2016 Actual	CY 2017 Actual	CY 2018 Actual
8	7	14	11	13

Community Education Events

CY 2015 Actual	CY 2016 Actual	CY 2017 Actual	CY 2018 Actual	CY 2019 Estimate
44	38	41	51	40

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Explanation of Trends and Changes

For the third year in a row, deaths resulting from fatal motor vehicle crashes were elevated in relation to years 2013, 2014 and 2015. The unincorporated area of Marion County remained virtually unchanged after 13 fatal motor vehicle crashes resulting in 15 deaths. In a shift from 2017, the largest percentage of fatal crashes occurred south of Brook Lake Road NE. These ten fatal crashes account for 76.9% of all fatal crashes reported in Marion County.

(Education / Engineering) The Traffic Safety Team participated in 51 community events. These events focused on educating drivers surrounding safety seat belt awareness, distracted driving, driving under the influence of intoxicants (DUII) and other driving behaviors that often result in serious physical injury or death on our roadways. Many of these education campaigns are in collaboration with our community partners at the Oregon Department of Transportation (ODOT), Chemeketa Community College, area schools, and local media.

A key component to education is communication; that is why member of TST regularly attend community meetings including the French Prairie Forum, North County Community Traffic, Marion County Traffic Engineers and the Positive Aurora Airport Management meetings. These meetings serve as an opportunity for TST to discuss traffic safety concerns with residents and community leaders.

(Enforcement) In addition to their daily activities, the Traffic Safety Team participated in several grant funded focused operations. The operations targeted driving behaviors such as speeding, distracted driving, seatbelt usage and DUII. With a 360 degree approach to traffic safety the Marion County Sheriff's Office is striving to reach a goal of zero fatalities and fewer injuries as the norm.

5: Recidivism

Definition and Purpose

As a measure of public safety, recidivism is defined as a new felony conviction within three years of beginning supervision (probation or post-prison supervision).

Significance

This indicator supports County Goal #3: Pursue a safe and secure community by protecting the people, property, and economy of Marion County. The Parole and Probation division of the Sheriff's Office assesses the risk of recidivism (which also determines the level of supervision) and targets programs, services, and interventions to reduce key criminogenic risk factors. The best available research (driven by evidence-based practices) indicates by lowering criminogenic risk factors, recidivism rates should also decrease.

Data Units Fiscal Year

Recidivism Rates for Department of Corrections (Marion = M, Clackamas = C, Jackson = J, Lane = L)

FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Estimate
22% M	21.0% M	28.9% M	22.1% M	26.3% M
22.2% C	21.2% C	22.0% C	25.0% C	24.2% C
27.1% J	27.1% J	21.9% J	42.6% J	36.8% J
29.1% L	25.9% L	30.7% L	27.4% L	28.4% L

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Recidivism Rates for Local Control (Marion = M, Clackamas = C, Jackson = J, Lane = L)

FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Estimate
32.0% M	32.2% M	36.8% M	33.1% M	37.0% M
33.0% C	41.7% C	38.7% C	46.7% C	49.3% C
44.7% J	57.1% J	52.0% J	55.2% J	61.5% J
44.2% L	57.1% L	32.3% L	44.4% L	42.5% L

Recidivism Rates for Department of Corrections/Local Control Combined (Marion = M, Clackamas = C, Jackson = J, Lane = L)

FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Estimate
26.7% M	25.4% M	32.0% M	25.9% M	29.9% M
33.0% C	24.7% C	31.3% C	38.2% C	36.9% C
36.5% J	33.5% J	35.1% J	50.7% J	48.5% J
35.0% L	26.0% L	31.2% L	32.6% L	29.8% L

Recidivism Rates for Probation (Marion = M, Clackamas = C, Jackson = J, Lane = L)

FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Estimate
22.0% M	21.3% M	29.2% M	24.7% M	28.4% M
21.9% C	22.9% C	27.9% C	24.1% C	27.8% C
27.3% J	29.8% J	36.6% J	39.7% J	42.2% J
25.8% L	22.0% L	23.9% L	26.6% L	24.0% L

Explanation of Trends and Changes

Demographic data and outcome measures are tracked through a web-based repository created by the Oregon State Department of Corrections called Corrections Management Information System (CMIS). This database helps track information related to offenders for both state institutions and community corrections.

As part of a focused effort on evidence-based principles, the data tracked by the state is related to Employment, Positive Case closures, Restitution, Treatment and Recidivism. The database provides outcome data for recidivism rates at 12, 24 and 36 month intervals. In FY 2016-17, the recidivism rates were reflected at 32% for Department of Corrections/Local Control combined and 29.2% for probation. Marion County recidivism rates as a whole have been consistent over the last few years, but have trended down significantly over the last ten years. This is a result of changes in our supervision practices and treatment modalities.

The Parole and Probation division continues to utilize supervision and treatment methods consistent with evidence-based practices, specifically the use of EPICS (Effective Practices in Community Supervision), the Marion County Reentry Initiative (MCRI), the Marion County Justice Reinvestment Council, and continued collaborative efforts with our contracted private not-for-profit service agencies. The continued support of these resources is proving to have an overall positive impact in reducing recidivism in Marion County.

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6: Code Enforcement Response

Definition and Purpose

The Code Enforcement Unit responds to complaints of possible violation of various ordinances throughout areas of the county. In addition to a reactive response, the Code Enforcement team is proactively enforcing codes within the urban growth boundary as well as unincorporated areas of the county. This is a dedicated effort, working cooperatively with other county departments, community stakeholders, and residents to decrease crime and improve livability. The Code Enforcement Unit tracks contacts and responses. This allows the Sheriff's Office to analyze data and inform the community on the compliance of ordinances related to community livability issues.

Significance

Educating our community members and encouraging compliance with ordinance and code requirements is one of the more visible services code enforcement performs. Code enforcement has been successful collaborating with other agencies and residents on complex cases involving drug related crimes, neighbor disputes, noxious odors and other issues that detract from the overall livability of our communities. The number of cases processed is a good indicator of code enforcement's workload. The number of cases closed gives us feedback on the effectiveness of our efforts and helps us to know where to focus resources on the community's behalf.

Data Units Calendar Year

Number of cases processed.

CY 2015 Actual	CY 2016 Actual	CY 2017 Actual	CY 2018 Actual	CY 2019 Estimate
1,534	1,633	1,466	1,585	1,600

Number of cases closed.

CY 2015 Actual	CY 2016 Actual	CY 2017 Actual	CY 2018 Actual	CY 2019 Estimate
1,377	1,542	1,442	1,454	1,500

Explanation of Trends and Changes

The Code Enforcement team is focused on proactively addressing livability issues in the community before they become significant complaints. Of note, during the last year the team was able to balance a significant case load while hiring and training a new Enforcement Officer. The Code Enforcement team consists of two Enforcement Officers and one Enforcement Aide. As part of a strategic plan, the Code Enforcement team will work to bring resolutions to several multi-year enforcement cases which require extensive coordination and collaboration with multiple county departments and community stakeholders. Prolific offender enforcement cases, while very resource intensive, have significant community impact through improved livability in the affected neighborhoods and contribute to a reduction in law enforcement calls for service.

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Resources by Fund Detail				
100 - General Fund	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Intergovernmental Federal				
331013 State Criminal Alien Asst Pgm	102,032	0	0	0
331223 Oregon Dept of Justice	28,712	27,873	28,000	28,000
331990 Other Federal Revenues	21,000	23,200	0	0
Intergovernmental Federal Total	151,744	51,073	28,000	28,000
Charges for Services				
341150 Sheriff Service Fees	319,591	243,163	225,000	226,900
341170 Witness Fees	386	474	0	0
341180 Crime Report Fees	22,318	20,755	20,000	20,000
341280 Detention Fees	2,741	2,370	0	0
341430 Copy Machine Fees	18	0	0	0
341630 Service Charges	1,035	1,396	0	0
341840 Work Crew Fees	290,688	364,950	366,750	366,750
341999 Other Fees	33,977	38,221	30,177	30,177
344300 Restitution	1,315	960	0	0
344701 Felony DUII Reimbursemt SB395	117,753	115,811	75,000	100,000
344999 Other Reimbursements	25,008	50,597	0	0
345100 Sale of Capital Assets	3,847	5,060	0	0
347202 Code Enforcement Services	150,581	160,534	156,339	160,467
Charges for Services Total	969,259	1,004,291	873,266	904,294
Fines and Forfeitures				
351200 Traffic Fines	241,011	227,482	210,000	215,000
Fines and Forfeitures Total	241,011	227,482	210,000	215,000
Other Revenues				
371000 Miscellaneous Income	0	616	0	0
372000 Over and Short	0	(13)	0	0
Other Revenues Total	0	603	0	0
General Fund Transfers				
381100 Transfer from General Fund	32,083,249	34,184,686	37,781,394	38,600,774
General Fund Transfers Total	32,083,249	34,184,686	37,781,394	38,600,774
Other Fund Transfers				
381180 Transfer from Comm Corrections	3,757,582	4,035,704	4,249,804	4,019,524
381185 Transfer from Criminal Justice	150,000	151,505	177,333	151,154
Other Fund Transfers Total	3,907,582	4,187,209	4,427,137	4,170,678
Settlements				
382100 Settlements	0	977	0	0
Settlements Total	0	977	0	0
General Fund Total	37,352,845	39,656,320	43,319,797	43,918,746

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180 - Community Corrections	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Intergovernmental State				
332070 Community Corrections SB 1145	11,379,716	12,870,395	12,870,394	12,173,000
332071 Community Corrections Subsidy	33,166	35,176	35,178	35,178
332072 OR CJC Justice Reinvestment	1,282,705	1,456,900	1,456,901	1,537,968
332074 Oregon Dept of Corrections	0	0	1,247,918	776,408
332990 Other State Revenues	199,929	1,096,536	5,875	5,875
Intergovernmental State Total	12,895,515	15,459,007	15,616,266	14,528,429
Charges for Services				
341220 Supervision Fees	832,991	875,690	854,000	854,000
341230 Client Fees	6,773	6,399	4,000	0
341380 Workshop Fees	1,060	1,560	0	0
341430 Copy Machine Fees	143	420	0	0
341999 Other Fees	7,706	14,010	1,300	1,300
342910 Public Records Request Charges	0	62	0	0
344999 Other Reimbursements	2,436	0	3,750	0
Charges for Services Total	851,109	898,141	863,050	855,300
Interest				
361000 Investment Earnings	30,938	30,779	0	0
Interest Total	30,938	30,779	0	0
General Fund Transfers				
381100 Transfer from General Fund	0	0	280,545	0
General Fund Transfers Total	0	0	280,545	0
Other Fund Transfers				
381160 Xfr from Community Svcs Grants	0	0	34,753	0
381185 Transfer from Criminal Justice	150,000	151,505	177,334	151,154
381250 Transfer from Sheriff Grants	0	14,162	0	0
Other Fund Transfers Total	150,000	165,667	212,087	151,154
Net Working Capital				
392000 Net Working Capital Unrestr	2,541,768	641,525	1,072,908	1,215,829
Net Working Capital Total	2,541,768	641,525	1,072,908	1,215,829
Community Corrections Total	16,469,330	17,195,119	18,044,856	16,750,712
245 - Enhanced Public Safety ESSD				
Charges for Services				
347201 SO Enforcement Services	0	0	1,664,315	1,591,766
Charges for Services Total	0	0	1,664,315	1,591,766
Interest				
361000 Investment Earnings	0	0	0	26,995
Interest Total	0	0	0	26,995

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245 - Enhanced Public Safety ESSD	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Net Working Capital				
392000 Net Working Capital Unrestr	0	0	0	1,366,854
Net Working Capital Total	0	0	0	1,366,854
Enhanced Public Safety ESSD Total	0	0	1,664,315	2,985,615
250 - Sheriff Grants	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Licenses and Permits				
325010 Alarm Permits	58,010	58,160	58,000	56,420
Licenses and Permits Total	58,010	58,160	58,000	56,420
Intergovernmental Federal				
331011 Secure Rural Schools Title II	3,995	0	0	0
331024 US Dept of Justice DEA	0	0	17,374	17,374
331026 US Dept of Justice	8,901	0	90,100	521,352
331211 Oregon State Police	0	0	23,573	0
331301 BIA Chemawa School Contract	547,931	457,000	356,374	354,150
331990 Other Federal Revenues	59,596	15,540	29,092	29,092
Intergovernmental Federal Total	620,423	472,540	516,513	921,968
Intergovernmental State				
332040 Marine Board	146,345	149,813	147,671	138,155
332068 Oregon Health Authority	0	0	404,365	333,363
332072 OR CJC Justice Reinvestment	431,324	463,061	463,061	468,287
332088 OR Parks and Recreation Dept	0	0	26,250	36,708
332990 Other State Revenues	254,722	552,069	5,000	0
Intergovernmental State Total	832,391	1,164,943	1,046,347	976,513
Charges for Services				
341160 Gun Permit Fees	257,570	264,250	252,030	255,748
341200 Towing Fees	30,945	28,540	27,120	20,640
341210 False Alarm Fees	18,982	13,930	15,000	15,000
341999 Other Fees	130	0	0	0
347201 SO Enforcement Services	994,707	1,069,718	1,099,776	1,131,168
Charges for Services Total	1,302,334	1,376,438	1,393,926	1,422,556
Interest				
361000 Investment Earnings	7,045	5,070	0	0
Interest Total	7,045	5,070	0	0
Other Revenues				
371000 Miscellaneous Income	0	0	8,311	0
372000 Over and Short	(26)	48	0	0
373100 Special Program Donations	21,052	17,489	15,945	15,500
373500 Private Foundation Grants	0	74,792	0	0
Other Revenues Total	21,026	92,329	24,256	15,500

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250 - Sheriff Grants	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
General Fund Transfers				
381100 Transfer from General Fund	54,226	36,201	68,482	51,796
General Fund Transfers Total	54,226	36,201	68,482	51,796
Other Fund Transfers				
381115 Transfer from Non Dept Grants	42,163	59,554	187,639	211,664
381180 Transfer from Comm Corrections	0	0	1,808	0
381190 Transfer from Health	7,915	7,915	8,751	0
381250 Transfer from Sheriff Grants	0	0	0	0
381515 Xfr from Stormwater Management	0	0	1,000	0
Other Fund Transfers Total	50,078	67,469	199,198	211,664
Net Working Capital				
391000 Net Working Capital Restricted	0	0	40,232	0
392000 Net Working Capital Unrestr	1,104,717	872,166	797,013	564,890
Net Working Capital Total	1,104,717	872,166	837,245	564,890
Sheriff Grants Total	4,050,249	4,145,317	4,143,967	4,221,307
255 - Traffic Safety Team	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Intergovernmental Federal				
331225 Oregon State Sheriffs Assn	36,445	27,165	24,000	54,000
331229 Oregon Dept of Transportation	11,796	41,550	0	0
Intergovernmental Federal Total	48,242	68,715	24,000	54,000
Intergovernmental State				
332091 Oregon Dept of Transportation	13,081	7,053	50,000	50,000
Intergovernmental State Total	13,081	7,053	50,000	50,000
Charges for Services				
344999 Other Reimbursements	1,274	1,102	0	0
347201 SO Enforcement Services	1,346	1,229	0	0
Charges for Services Total	2,620	2,331	0	0
Fines and Forfeitures				
351200 Traffic Fines	1,753,792	1,954,260	1,815,822	1,885,010
Fines and Forfeitures Total	1,753,792	1,954,260	1,815,822	1,885,010
Interest				
361000 Investment Earnings	8,470	12,823	10,948	15,399
Interest Total	8,470	12,823	10,948	15,399
Net Working Capital				
392000 Net Working Capital Unrestr	934,700	1,004,272	1,033,404	1,052,723
Net Working Capital Total	934,700	1,004,272	1,033,404	1,052,723
Traffic Safety Team Total	2,760,906	3,049,454	2,934,174	3,057,132

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290 - Inmate Welfare	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Charges for Services				
341440 Vending Machine Fees	131,584	127,325	105,600	112,036
341450 Pay Telephone Fees	73,805	67,141	54,484	117,729
341999 Other Fees	1,090	1,153	0	0
Charges for Services Total	206,478	195,619	160,084	229,765
Interest				
361000 Investment Earnings	2,852	4,086	0	0
Interest Total	2,852	4,086	0	0
Other Revenues				
371000 Miscellaneous Income	695	0	0	0
Other Revenues Total	695	0	0	0
Net Working Capital				
392000 Net Working Capital Unrestr	353,439	388,824	418,241	426,398
Net Working Capital Total	353,439	388,824	418,241	426,398
Inmate Welfare Total	563,465	588,529	578,325	656,163
Sheriff's Office Grand Total	61,196,795	64,634,739	70,685,434	71,589,675

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Requirements by Fund Detail

100 - General Fund	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Personnel Services				
Salaries and Wages				
511110 Regular Wages	13,140,701	13,550,973	17,810,548	17,638,286
511120 Temporary Wages	269,831	240,232	187,739	182,016
511130 Vacation Pay	840,142	919,066	0	0
511140 Sick Pay	489,351	623,119	0	0
511150 Holiday Pay	761,443	829,634	0	0
511160 Comp Time Pay	178,627	180,749	0	0
511180 Differential Pay	0	8,519	26,059	13,925
511210 Compensation Credits	527,682	540,057	554,663	523,601
511220 Pager Pay	17,367	19,039	18,824	18,824
511240 Leave Payoff	55,299	128,935	85,128	0
511250 Training Pay	614	0	27,430	35,141
511270 Leadworker Pay	964	1,562	450	0
511280 Cell Phone Pay	3,211	2,851	0	0
511290 Health Insurance Waiver Pay	4,814	3,514	2,400	4,800
511410 Straight Pay	62,480	77,093	31,205	61,538
511420 Premium Pay	1,475,291	1,403,609	990,608	962,624
511430 Court Time	64,778	59,444	62,411	60,572
511450 Premium Pay Temps	3,137	2,634	0	0
511470 Extra Duty Contract Pay	4,804	4,820	0	0
511930 Clothing Allowance	9,400	6,800	8,200	8,200
Salaries and Wages Total	17,909,936	18,602,648	19,805,665	19,509,527
Fringe Benefits				
512010 Fringe Benefits Budget Only	0	0	423,712	423,672
512110 PERS	2,917,029	3,722,293	3,544,951	4,169,273
512120 401K	95,570	100,448	104,352	107,324
512130 PERS Debt Service	634,478	634,201	1,102,075	962,839
512200 FICA	1,348,954	1,397,685	1,414,993	1,398,065
512310 Medical Insurance	3,648,875	3,832,521	4,191,649	4,266,653
512320 Dental Insurance	373,203	379,136	415,628	424,093
512330 Group Term Life Insurance	26,643	27,835	32,516	32,765
512340 Long Term Disability Insurance	54,398	56,691	72,853	73,498
512400 Unemployment Insurance	66,139	59,524	67,969	67,221
512520 Workers Comp Insurance	6,957	6,354	7,549	7,526
512600 Wellness Program	9,005	9,133	9,790	9,790
512610 Employee Assistance Program	6,573	6,753	6,612	8,324
512700 County HSA Contributions	11,794	12,986	12,552	13,774
Fringe Benefits Total	9,199,617	10,245,559	11,407,201	11,964,817
Personnel Services Total	27,109,553	28,848,208	31,212,866	31,474,344

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100 - General Fund	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Materials and Services				
Supplies				
521010 Office Supplies	38,852	35,502	32,279	36,735
521030 Field Supplies	74,245	66,129	69,607	79,853
521040 Institutional Supplies	168,967	181,082	159,288	161,964
521050 Janitorial Supplies	23,927	35,948	29,528	22,514
521070 Departmental Supplies	67,954	68,432	67,318	74,476
521080 Food Supplies	4,038	2,142	6,452	6,700
521090 Uniforms and Clothing	97,926	95,080	136,570	149,317
521100 Medical Supplies	27,561	26,992	25,000	25,000
521110 First Aid Supplies	5,487	3,962	3,766	3,150
521120 Drugs	230,258	225,479	230,000	230,000
521170 Educational Supplies	6,088	3,038	4,600	4,600
521190 Publications	883	1,029	1,500	1,334
521210 Gasoline	171,809	219,624	267,144	323,379
521220 Diesel	766	776	1,071	1,058
521230 Propane	0	160	0	0
521240 Automotive Supplies	6	0	0	0
521241 Oil and Lubricants	0	11	0	0
521300 Safety Clothing	7,510	8,933	11,400	15,058
521310 Safety Equipment	103	0	1,000	9,118
Supplies Total	926,380	974,319	1,046,523	1,144,256
Materials				
522020 Crushed Rock	0	237	0	0
522060 Sign Materials	424	717	2,200	2,200
522100 Parts	363	0	0	0
522120 Tires and Accessories	60	0	0	0
522150 Small Office Equipment	40,885	39,260	41,675	31,119
522160 Small Departmental Equipment	25,016	60,214	59,657	51,549
522170 Computers Non Capital	12,005	31,142	30,041	44,352
522180 Software	17,930	10,817	10,060	22,400
Materials Total	96,684	142,387	143,633	151,620
Communications				
523010 Telephone Equipment	3,082	1,420	1,800	3,098
523020 Phone and Communication Svcs	45,941	44,970	47,265	45,992
523040 Data Connections	46,665	50,494	52,414	45,234
523050 Postage	14,224	13,265	20,163	11,051
523060 Cellular Phones	57,192	56,959	70,504	59,903
523090 Long Distance Charges	2,593	2,477	2,238	2,270
523100 Radios and Accessories	8,912	33,710	24,255	124,939
Communications Total	178,609	203,294	218,639	292,487

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

SHERIFF'S OFFICE

100 - General Fund	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Materials and Services				
Utilities				
524010 Electricity	344,946	311,712	327,134	342,980
524020 Street Light Electricity	175	187	155	169
524040 Natural Gas	84,740	83,458	95,122	83,964
524050 Water	142,555	107,634	114,711	90,080
524070 Sewer	191,726	213,345	158,307	160,243
524090 Garbage Disposal and Recycling	19,981	22,789	21,911	21,765
Utilities Total	784,124	739,125	717,340	699,201
Contracted Services				
525150 Audit Services	3,000	0	0	0
525155 Credit Card Fees	5	0	0	0
525210 Medical Services	166,525	184,303	208,990	162,935
525211 Psychiatric Services	15,147	15,645	13,800	19,488
525215 Dental Services	11,156	40,430	57,080	58,680
525220 Hospital Services	79,854	193,331	136,488	152,420
525225 Ambulance Services	19,900	5,397	30,000	15,000
525235 Laboratory Services	16,173	23,075	21,350	18,080
525240 XRay Services	24,176	22,577	18,000	15,500
525310 Laundry Services	27,432	23,347	23,500	23,600
525320 Food Services	972,261	1,041,812	1,100,304	1,090,346
525330 Transportation Services	98	352	250	250
525350 Janitorial Services	947	902	948	525
525360 Public Works Services	1,713	1,418	0	0
525400 Public Safety Program Services	6,738	7,886	9,197	9,657
525410 Dispatch Services	932,231	975,871	1,042,377	1,110,853
525420 Regional Area Info Network	16,636	16,636	14,972	10,932
525450 Subscription Services	3,665	5,986	10,528	15,356
525510 Legal Services	2,400	3,065	2,400	2,400
525555 Security Services	917	901	912	1,056
525710 Printing Services	14,334	14,192	20,351	19,951
525715 Advertising	1,500	1,309	1,000	1,000
525735 Mail Services	1,935	1,906	2,027	1,394
525740 Document Disposal Services	6,175	6,043	6,346	7,036
525770 Interpreters and Translators	0	170	500	500
525870 Hazardous Waste Disposal	5,277	6,056	5,000	5,550
525930 Fair Events and Activities	35	70	0	0
525999 Other Contracted Services	179,612	191,978	95,440	25,990
Contracted Services Total	2,509,842	2,784,659	2,821,760	2,768,499
Repairs and Maintenance				
526010 Office Equipment Maintenance	116,496	88,721	120,921	107,742

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

SHERIFF'S OFFICE

100 - General Fund	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Materials and Services				
526011 Dept Equipment Maintenance	2,764	11,662	6,850	4,300
526012 Vehicle Maintenance	22,129	22,587	23,750	24,545
526014 Radio Maintenance	1,356	326	2,200	3,200
526020 Computer Hardware Maintenance	5,109	3,701	5,500	5,500
526021 Computer Software Maintenance	3,127	1,827	1,752	1,300
526022 Telephone Maintenance	0	0	1,200	1,200
526030 Building Maintenance	45,994	74,251	29,700	38,500
526040 Remodels and Site Improvements	182	8,252	13,712	6,800
Repairs and Maintenance Total	197,158	211,328	205,585	193,087
Rentals				
527100 Vehicle Rental	2,428	2,581	3,300	3,920
527110 Fleet Leases	742,352	663,440	780,540	771,444
527120 Motor Pool Mileage	1,327	1,926	900	900
527130 Parking	976	1,445	220	220
527140 County Parking	13,915	14,520	14,520	14,520
527210 Building Rental Private	15,939	16,866	17,915	19,470
527300 Equipment Rental	6,063	6,587	7,326	7,326
Rentals Total	783,001	707,366	824,721	817,800
Insurance				
528140 Malpractice Insurance Premiums	0	0	0	10,000
528220 Notary Bonds	400	360	848	626
528415 Auto Claims	9,152	12,083	0	0
Insurance Total	9,552	12,443	848	10,626
Miscellaneous				
529110 Mileage Reimbursement	221	0	0	0
529120 Commercial Travel	11,819	9,269	16,842	14,400
529130 Meals	21,542	19,509	23,035	24,842
529140 Lodging	36,418	33,878	34,390	26,204
529210 Meetings	2,369	1,734	3,315	3,450
529220 Conferences	1,290	0	0	0
529230 Training	54,152	53,023	63,207	83,239
529250 Tuition Reimbursement	1,000	0	3,000	0
529300 Dues and Memberships	5,274	6,084	6,308	8,686
529610 Homicide Investigations	4,299	7,089	7,000	7,000
529650 Pre Employment Costs	44,629	24,430	16,200	25,000
529690 Other Investigations	1,945	3,462	3,700	4,000
529740 Fairs and Shows	1,724	2,296	1,800	1,800
529830 Dog Licenses	0	96	96	140
529840 Professional Licenses	335	125	550	550

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

SHERIFF'S OFFICE

100 - General Fund	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Materials and Services				
529850 Device Licenses	0	140	505	505
529860 Permits	88	88	0	0
529910 Awards and Recognition	4,503	6,480	4,050	6,690
529999 Miscellaneous Expense	27	1,710	0	0
Miscellaneous Total	191,634	169,412	183,998	206,506
Materials and Services Total	5,676,983	5,944,333	6,163,047	6,284,082
Administrative Charges				
611100 County Admin Allocation	335,432	340,244	386,468	428,228
611210 Facilities Mgt Allocation	871,209	937,020	1,018,650	1,158,853
611220 Custodial Allocation	159,629	164,450	223,946	238,404
611230 Courier Allocation	14,859	12,514	11,400	12,131
611250 Risk Management Allocation	115,728	163,569	229,285	243,184
611255 Benefits Allocation	69,157	72,577	77,121	79,401
611260 Human Resources Allocation	264,178	261,652	311,484	343,547
611300 Legal Services Allocation	266,391	333,642	436,247	407,654
611400 Information Tech Allocation	680,156	694,457	852,664	881,649
611410 FIMS Allocation	464,386	458,661	413,839	456,002
611420 Telecommunications Allocation	78,920	74,201	117,931	113,548
611430 Info Tech Direct Charges	283,400	272,187	398,774	463,348
611600 Finance Allocation	317,590	335,463	387,612	401,338
611800 MCBEE Allocation	26,531	7,778	25,815	20,548
612100 IT Equipment Use Charges	61,375	66,165	131,848	85,785
614100 Liability Insurance Allocation	396,500	477,900	714,300	578,600
614200 WC Insurance Allocation	170,500	191,300	206,500	248,100
619900 Distributed Admin Charges	(9,631)	0	0	0
Administrative Charges Total	4,566,310	4,863,780	5,943,884	6,160,320
General Fund Total	37,352,845	39,656,320	43,319,797	43,918,746
180 - Community Corrections				
Personnel Services				
Salaries and Wages				
511020 Salaries and Wages Budget Only	0	0	29,453	0
511110 Regular Wages	4,165,987	4,195,978	5,230,234	5,144,711
511120 Temporary Wages	18,642	13,703	0	0
511130 Vacation Pay	266,944	329,672	0	0
511140 Sick Pay	170,080	183,442	0	0
511150 Holiday Pay	239,284	250,038	0	0
511160 Comp Time Pay	15,251	14,589	0	0
511210 Compensation Credits	136,095	137,737	138,601	129,892
511220 Pager Pay	20,856	20,856	20,800	20,800
511240 Leave Payoff	15,302	13,225	0	0

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

SHERIFF'S OFFICE

180 - Community Corrections	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Personnel Services				
511250 Training Pay	0	0	6,775	8,027
511270 Leadworker Pay	0	42	0	0
511280 Cell Phone Pay	2,325	2,325	0	0
511290 Health Insurance Waiver Pay	8,021	4,021	2,400	2,400
511410 Straight Pay	771	0	0	0
511420 Premium Pay	33,578	40,086	46,650	43,808
511450 Premium Pay Temps	0	73	0	0
Salaries and Wages Total	5,093,135	5,205,787	5,474,913	5,349,638
Fringe Benefits				
512010 Fringe Benefits Budget Only	0	0	35,149	26,767
512110 PERS	843,420	1,065,664	1,036,647	1,211,071
512120 401K	27,786	29,747	30,917	31,599
512130 PERS Debt Service	206,887	200,295	322,275	279,684
512200 FICA	384,579	392,784	408,711	401,672
512310 Medical Insurance	1,128,910	1,170,533	1,232,417	1,228,646
512320 Dental Insurance	111,060	107,932	122,555	121,685
512330 Group Term Life Insurance	8,967	9,003	9,746	9,698
512340 Long Term Disability Insurance	18,291	18,269	21,827	21,719
512400 Unemployment Insurance	18,788	16,660	19,870	19,522
512520 Workers Comp Insurance	2,112	1,870	2,343	2,193
512600 Wellness Program	3,101	2,983	3,126	2,926
512610 Employee Assistance Program	2,265	2,205	2,110	2,486
512700 County HSA Contributions	12,506	10,556	10,556	8,684
Fringe Benefits Total	2,768,673	3,028,502	3,258,249	3,368,352
Personnel Services Total	7,861,807	8,234,289	8,733,162	8,717,990
Materials and Services				
Supplies				
521010 Office Supplies	14,296	14,594	15,500	15,500
521030 Field Supplies	14,777	0	13,210	10,917
521050 Janitorial Supplies	0	333	0	0
521070 Departmental Supplies	2,269	1,555	1,600	1,600
521080 Food Supplies	1,690	1,833	2,500	500
521090 Uniforms and Clothing	14,365	5,163	20,411	18,744
521100 Medical Supplies	644	1,399	1,410	1,000
521110 First Aid Supplies	33	42	1,000	1,000
521120 Drugs	48	42	500	500
521170 Educational Supplies	2,777	2,757	1,625	800
521210 Gasoline	12,757	15,321	17,094	20,021
Supplies Total	63,656	43,038	74,850	70,582
Materials				
522150 Small Office Equipment	3,207	1,517	1,500	3,500

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

SHERIFF'S OFFICE

180 - Community Corrections	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Materials and Services				
522160 Small Departmental Equipment	8,593	740	7,846	3,156
522170 Computers Non Capital	5,145	2,344	2,000	5,792
522180 Software	4,320	4,320	5,280	5,280
Materials Total	21,265	8,921	16,626	17,728
Communications				
523010 Telephone Equipment	277	79	1,000	300
523020 Phone and Communication Svcs	4,313	4,038	4,398	4,179
523040 Data Connections	21,123	19,810	20,645	19,065
523050 Postage	26,209	23,751	33,772	29,250
523060 Cellular Phones	22,771	25,779	26,019	23,227
523090 Long Distance Charges	691	749	700	750
523100 Radios and Accessories	3,551	8,941	8,878	0
Communications Total	78,935	83,146	95,412	76,771
Utilities				
524010 Electricity	16,081	16,795	23,561	19,846
524020 Street Light Electricity	0	0	11	12
524040 Natural Gas	640	557	11,360	2,456
524050 Water	0	0	1,031	943
524070 Sewer	0	0	2,299	2,614
524090 Garbage Disposal and Recycling	348	332	2,103	2,484
Utilities Total	17,069	17,685	40,365	28,355
Contracted Services				
525110 Consulting Services	0	0	9,518	0
525155 Credit Card Fees	2,385	2,909	2,960	2,880
525210 Medical Services	0	868	2,200	2,200
525235 Laboratory Services	53,020	15,158	35,000	25,000
525261 Social Services	1,355,899	1,284,312	1,802,155	1,183,163
525310 Laundry Services	1,080	941	1,134	1,134
525330 Transportation Services	12,062	14,619	12,914	14,765
525335 Housing Subsidies	158,852	94,276	230,991	228,464
525350 Janitorial Services	12,427	13,223	5,009	3,000
525360 Public Works Services	697	0	0	0
525400 Public Safety Program Services	101,939	95,579	128,308	111,524
525410 Dispatch Services	91,885	93,180	98,502	103,688
525420 Regional Area Info Network	5,253	5,253	4,728	3,452
525440 Client Assistance	864	1,196	1,500	1,500
525450 Subscription Services	0	0	1,000	1,000
525510 Legal Services	1,200	7,432	1,200	1,200
525710 Printing Services	7,156	3,406	12,155	13,000
525735 Mail Services	3,550	3,550	3,650	4,181

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

SHERIFF'S OFFICE

180 - Community Corrections	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Materials and Services				
525740 Document Disposal Services	3,800	3,660	3,500	5,779
525770 Interpreters and Translators	319	2,714	2,000	2,000
525870 Hazardous Waste Disposal	354	407	500	100
525999 Other Contracted Services	690,246	623,109	603,752	317,207
Contracted Services Total	2,502,988	2,265,792	2,962,676	2,025,237
Repairs and Maintenance				
526010 Office Equipment Maintenance	36,508	29,264	34,671	20,030
526014 Radio Maintenance	42	0	0	1,000
526021 Computer Software Maintenance	1,000	1,000	0	0
526030 Building Maintenance	954	374	0	0
Repairs and Maintenance Total	38,504	30,637	34,671	21,030
Rentals				
527110 Fleet Leases	111,156	100,970	116,532	124,452
527130 Parking	0	16	0	0
527210 Building Rental Private	144,479	149,848	59,809	22,779
527300 Equipment Rental	238	0	0	0
Rentals Total	255,873	250,834	176,341	147,231
Insurance				
528220 Notary Bonds	160	200	120	180
528415 Auto Claims	0	511	0	0
Insurance Total	160	711	120	180
Miscellaneous				
529120 Commercial Travel	355	0	300	0
529130 Meals	3,806	4,132	6,030	8,640
529140 Lodging	10,812	9,901	8,400	9,500
529210 Meetings	615	407	2,150	2,150
529230 Training	41,472	7,549	83,964	9,565
529300 Dues and Memberships	6,825	6,180	6,735	7,162
529650 Pre Employment Costs	7,766	552	2,000	2,000
529910 Awards and Recognition	754	1,520	1,500	2,000
529999 Miscellaneous Expense	30	10	0	0
Miscellaneous Total	72,435	30,251	111,079	41,017
Materials and Services Total	3,050,884	2,731,015	3,512,140	2,428,131
Administrative Charges				
611100 County Admin Allocation	103,737	104,525	116,117	129,685
611210 Facilities Mgt Allocation	45,892	49,459	86,141	97,997
611220 Custodial Allocation	34,463	35,505	65,016	69,213
611230 Courier Allocation	4,493	3,565	3,215	3,377
611250 Risk Management Allocation	40,288	33,634	18,949	32,417
611255 Benefits Allocation	20,914	20,673	21,752	22,099
611260 Human Resources Allocation	79,888	74,528	87,852	95,617

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

SHERIFF'S OFFICE

180 - Community Corrections	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Administrative Charges				
611300 Legal Services Allocation	21,612	20,460	22,095	30,405
611400 Information Tech Allocation	215,132	228,933	271,969	288,545
611410 FIMS Allocation	146,837	151,048	131,989	149,349
611420 Telecommunications Allocation	24,953	24,423	37,656	37,162
611430 Info Tech Direct Charges	89,705	89,562	127,208	151,933
611600 Finance Allocation	104,410	122,922	135,010	145,999
611800 MCBEE Allocation	8,389	2,562	8,233	6,730
612100 IT Equipment Use Charges	19,418	21,806	42,044	28,073
614100 Liability Insurance Allocation	132,800	88,100	38,700	67,800
614200 WC Insurance Allocation	64,600	49,500	37,400	42,400
Administrative Charges Total	1,157,531	1,121,205	1,251,346	1,398,801
Transfers Out				
561100 Transfer to General Fund	3,757,582	4,035,704	4,249,804	4,019,524
561160 Xfer to Community Svcs Grants	0	0	1,000	1,000
561250 Transfer to Sheriff Grants	0	0	1,808	0
561410 Transfer to Debt Service	0	0	129,078	129,078
Transfers Out Total	3,757,582	4,035,704	4,381,690	4,149,602
Contingency				
571010 Contingency	0	0	166,518	56,188
Contingency Total	0	0	166,518	56,188
Community Corrections Total	15,827,805	16,122,213	18,044,856	16,750,712
245 - Enhanced Public Safety ESSD				
	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Personnel Services				
Salaries and Wages				
511110 Regular Wages	0	0	354,778	692,650
511210 Compensation Credits	0	0	0	20,169
511420 Premium Pay	0	0	56,011	59,007
511430 Court Time	0	0	13,620	14,340
Salaries and Wages Total	0	0	424,409	786,166
Fringe Benefits				
512010 Fringe Benefits Budget Only	0	0	23,606	27,030
512110 PERS	0	0	68,476	163,591
512130 PERS Debt Service	0	0	21,290	37,780
512200 FICA	0	0	27,136	54,531
512310 Medical Insurance	0	0	87,780	178,680
512320 Dental Insurance	0	0	8,700	17,760
512330 Group Term Life Insurance	0	0	632	1,321
512340 Long Term Disability Insurance	0	0	1,414	2,964

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

SHERIFF'S OFFICE

245 - Enhanced Public Safety ESSD	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Personnel Services				
512400 Unemployment Insurance	0	0	1,314	2,635
512520 Workers Comp Insurance	0	0	300	300
512600 Wellness Program	0	0	400	400
512610 Employee Assistance Program	0	0	270	340
Fringe Benefits Total	0	0	241,318	487,332
Personnel Services Total	0	0	665,727	1,273,498
Materials and Services				
Supplies				
521010 Office Supplies	0	0	940	940
521030 Field Supplies	0	0	6,650	6,650
521070 Departmental Supplies	0	0	1,540	1,540
521090 Uniforms and Clothing	0	0	40,980	5,620
521210 Gasoline	0	0	46,510	46,510
Supplies Total	0	0	96,620	61,260
Communications				
523040 Data Connections	0	0	4,800	4,800
523050 Postage	0	0	1,330	1,330
523060 Cellular Phones	0	0	5,400	5,400
Communications Total	0	0	11,530	11,530
Contracted Services				
525310 Laundry Services	0	0	1,340	1,340
525400 Public Safety Program Services	0	0	2,110	2,110
525410 Dispatch Services	0	0	75,106	75,106
525710 Printing Services	0	0	470	470
Contracted Services Total	0	0	79,026	79,026
Repairs and Maintenance				
526010 Office Equipment Maintenance	0	0	1,800	1,800
Repairs and Maintenance Total	0	0	1,800	1,800
Rentals				
527110 Fleet Leases	0	0	42,912	69,120
Rentals Total	0	0	42,912	69,120
Miscellaneous				
529230 Training	0	0	2,230	2,230
Miscellaneous Total	0	0	2,230	2,230
Materials and Services Total	0	0	234,118	224,966
Administrative Charges				
611100 County Admin Allocation	0	0	0	9,706
611230 Courier Allocation	0	0	0	258
611250 Risk Management Allocation	0	0	0	1,089
611255 Benefits Allocation	0	0	0	1,686

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

SHERIFF'S OFFICE

245 - Enhanced Public Safety ESSD	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Administrative Charges				
611260 Human Resources Allocation	0	0	0	7,296
611400 Information Tech Allocation	0	0	0	21,114
611410 FIMS Allocation	0	0	0	10,993
611420 Telecommunications Allocation	0	0	0	2,725
611430 Info Tech Direct Charges	0	0	0	11,010
611600 Finance Allocation	0	0	0	10,548
611800 MCBEE Allocation	0	0	0	495
612100 IT Equipment Use Charges	0	0	0	2,043
614100 Liability Insurance Allocation	0	0	0	2,200
614200 WC Insurance Allocation	0	0	0	1,500
Administrative Charges Total	0	0	0	82,663
Capital Outlay				
531600 Computer Hardware Capital	0	0	17,400	11,600
Capital Outlay Total	0	0	17,400	11,600
Transfers Out				
561595 Transfer to Fleet Management	0	0	126,888	102,838
Transfers Out Total	0	0	126,888	102,838
Contingency				
571010 Contingency	0	0	166,432	298,562
Contingency Total	0	0	166,432	298,562
Ending Fund Balance				
573010 Unapprop Ending Fund Balance	0	0	453,750	991,488
Ending Fund Balance Total	0	0	453,750	991,488
Enhanced Public Safety ESSD Total	0	0	1,664,315	2,985,615
250 - Sheriff Grants	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Personnel Services				
Salaries and Wages				
511020 Salaries and Wages Budget Only	0	0	39,366	0
511110 Regular Wages	952,525	1,001,349	1,246,667	1,272,357
511120 Temporary Wages	15,859	13,739	13,024	22,387
511130 Vacation Pay	78,032	67,665	0	0
511140 Sick Pay	46,752	36,846	0	0
511150 Holiday Pay	55,275	63,614	0	0
511160 Comp Time Pay	3,180	7,555	0	0
511180 Differential Pay	0	7	0	0
511210 Compensation Credits	32,986	37,050	35,196	27,890
511220 Pager Pay	6,662	28,156	0	0
511240 Leave Payoff	4,862	1,792	0	0

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

SHERIFF'S OFFICE

250 - Sheriff Grants	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Personnel Services				
511270 Leadworker Pay	31	0	0	0
511280 Cell Phone Pay	0	25	0	0
511410 Straight Pay	1,395	5,775	0	0
511420 Premium Pay	174,212	230,566	247,764	185,516
511430 Court Time	2,691	2,215	0	0
511450 Premium Pay Temps	817	614	0	0
511470 Extra Duty Contract Pay	22,153	28,807	0	0
Salaries and Wages Total	1,397,432	1,525,774	1,582,017	1,508,150
Fringe Benefits				
512010 Fringe Benefits Budget Only	0	0	94,441	68,023
512110 PERS	242,347	319,619	247,401	298,410
512120 401K	2,250	2,374	1,086	1,108
512130 PERS Debt Service	44,378	44,090	76,911	68,916
512200 FICA	103,427	112,008	98,819	100,869
512310 Medical Insurance	256,618	270,329	302,364	325,424
512320 Dental Insurance	28,387	28,410	29,973	32,346
512330 Group Term Life Insurance	1,917	2,005	2,255	2,371
512340 Long Term Disability Insurance	3,963	4,151	5,059	5,321
512400 Unemployment Insurance	5,106	4,833	4,744	4,813
512520 Workers Comp Insurance	527	470	507	597
512600 Wellness Program	641	650	624	734
512610 Employee Assistance Program	469	481	421	626
512700 County HSA Contributions	293	293	252	293
Fringe Benefits Total	690,323	789,713	864,857	909,851
Personnel Services Total	2,087,755	2,315,486	2,446,874	2,418,001
Materials and Services				
Supplies				
521010 Office Supplies	5,199	2,355	4,915	4,943
521030 Field Supplies	2,261	2,430	3,444	3,445
521040 Institutional Supplies	41,688	19,010	20,656	20,656
521050 Janitorial Supplies	8,729	5,662	5,785	7,637
521070 Departmental Supplies	9,792	6,592	9,323	5,596
521080 Food Supplies	1,249	901	1,648	800
521090 Uniforms and Clothing	12,272	5,134	14,553	15,916
521100 Medical Supplies	1,270	635	635	0
521110 First Aid Supplies	0	0	300	0
521120 Drugs	8,338	4,169	4,169	0
521170 Educational Supplies	792	1,327	4,904	5,304
521190 Publications	80	539	0	0
521210 Gasoline	46,455	38,752	51,283	57,757
521220 Diesel	178	682	614	595

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

SHERIFF'S OFFICE

250 - Sheriff Grants	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Materials and Services				
521300 Safety Clothing	0	1,800	20,500	3,200
Supplies Total	138,304	89,988	142,729	125,849
Materials				
522100 Parts	531	1,731	2,000	1,350
522110 Batteries	69	0	0	0
522150 Small Office Equipment	2,930	50	150	4,045
522160 Small Departmental Equipment	10,436	11,098	22,994	19,120
522170 Computers Non Capital	1,435	66	0	10,810
522180 Software	600	704	660	1,660
Materials Total	16,001	13,649	25,804	36,985
Communications				
523010 Telephone Equipment	147	4	0	0
523015 Video Security Equipment	295	0	0	0
523040 Data Connections	1,484	3,177	4,646	4,646
523050 Postage	9,100	8,018	11,282	11,026
523060 Cellular Phones	6,004	5,676	6,619	6,113
523090 Long Distance Charges	19	16	25	25
523100 Radios and Accessories	43,750	735	0	0
Communications Total	60,798	17,627	22,572	21,810
Contracted Services				
525210 Medical Services	3,946	1,969	1,969	13,265
525211 Psychiatric Services	848	0	848	0
525215 Dental Services	1,572	786	786	0
525220 Hospital Services	9,736	4,868	4,868	0
525225 Ambulance Services	1,250	625	625	0
525261 Social Services	111,985	165,555	10,200	22,774
525310 Laundry Services	1,220	881	1,340	1,340
525320 Food Services	31,934	15,967	15,967	16,602
525330 Transportation Services	65	0	0	0
525360 Public Works Services	0	648	0	0
525400 Public Safety Program Services	1,484	1,076	2,540	2,540
525410 Dispatch Services	139,162	149,914	143,652	152,863
525710 Printing Services	760	1,577	2,586	2,636
525735 Mail Services	1,117	1,118	1,082	1,393
525999 Other Contracted Services	89,825	36,252	43,047	353,818
Contracted Services Total	394,905	381,237	229,510	567,231
Repairs and Maintenance				
526010 Office Equipment Maintenance	5,013	2,908	5,510	5,409
526011 Dept Equipment Maintenance	1,112	1,195	1,080	1,500

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

SHERIFF'S OFFICE

250 - Sheriff Grants	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Materials and Services				
526012 Vehicle Maintenance	4,253	3,771	3,500	1,000
526021 Computer Software Maintenance	9,825	9,825	9,825	9,825
526030 Building Maintenance	5,299	388	0	0
Repairs and Maintenance Total	25,502	18,087	19,915	17,734
Rentals				
527100 Vehicle Rental	2,949	4,644	33,372	32,172
527110 Fleet Leases	113,050	113,522	98,637	96,540
527120 Motor Pool Mileage	114	0	0	0
527130 Parking	363	0	0	0
Rentals Total	116,477	118,166	132,009	128,712
Miscellaneous				
529120 Commercial Travel	5,831	25	5,042	0
529130 Meals	5,392	2,742	3,683	1,698
529140 Lodging	11,384	6,270	7,603	2,446
529230 Training	13,223	6,742	39,548	48,394
529300 Dues and Memberships	285	320	250	250
529690 Other Investigations	37,465	38,665	26,115	25,240
529910 Awards and Recognition	0	0	300	100
529999 Miscellaneous Expense	974	0	0	0
Miscellaneous Total	74,554	54,763	82,541	78,128
Materials and Services Total	826,541	693,517	655,080	976,449
Administrative Charges				
611100 County Admin Allocation	26,870	28,889	32,830	36,001
611230 Courier Allocation	1,061	958	925	988
611250 Risk Management Allocation	3,613	5,427	8,466	8,943
611255 Benefits Allocation	4,941	5,555	6,257	6,468
611260 Human Resources Allocation	18,874	20,027	25,270	27,985
611400 Information Tech Allocation	60,338	64,607	75,676	76,184
611410 FIMS Allocation	41,265	42,740	36,743	39,533
611420 Telecommunications Allocation	7,026	6,911	10,484	9,839
611430 Info Tech Direct Charges	25,210	25,325	35,232	40,264
611600 Finance Allocation	33,457	36,102	36,506	36,307
611800 MCBEE Allocation	2,357	724	2,292	1,782
612100 IT Equipment Use Charges	5,444	6,154	11,702	7,410
614100 Liability Insurance Allocation	11,900	15,200	26,000	20,700
614200 WC Insurance Allocation	5,800	7,000	8,000	9,700
619900 Distributed Admin Charges	9,631	0	0	0
Administrative Charges Total	257,787	265,618	316,383	322,104

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

SHERIFF'S OFFICE

250 - Sheriff Grants	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Capital Outlay				
531300 Departmental Equipment Capital	0	19,292	173,677	0
531350 Canines	6,000	0	26,301	16,440
532400 Off Road Vehicles	0	0	0	25,000
Capital Outlay Total	6,000	19,292	199,978	41,440
Transfers Out				
561180 Transfer to Comm Corrections	0	14,162	0	0
Transfers Out Total	0	14,162	0	0
Contingency				
571010 Contingency	0	0	405,908	396,099
Contingency Total	0	0	405,908	396,099
Ending Fund Balance				
573010 Unapprop Ending Fund Balance	0	0	119,744	67,214
Ending Fund Balance Total	0	0	119,744	67,214
Sheriff Grants Total	3,178,083	3,308,075	4,143,967	4,221,307
255 - Traffic Safety Team	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Personnel Services				
Salaries and Wages				
511110 Regular Wages	407,560	408,945	769,732	789,561
511130 Vacation Pay	28,594	46,597	0	0
511140 Sick Pay	15,365	19,991	0	0
511150 Holiday Pay	25,183	26,763	0	0
511160 Comp Time Pay	17,158	33,076	0	0
511180 Differential Pay	2,397	2,414	0	0
511210 Compensation Credits	24,827	24,287	24,749	25,794
511240 Leave Payoff	180	0	0	0
511270 Leadworker Pay	0	23	0	0
511410 Straight Pay	13,954	18,059	0	0
511420 Premium Pay	124,210	126,400	159,765	181,687
511430 Court Time	3,235	3,494	10,450	10,450
511470 Extra Duty Contract Pay	24,011	25,366	0	0
Salaries and Wages Total	686,673	735,416	964,696	1,007,492
Fringe Benefits				
512010 Fringe Benefits Budget Only	0	0	57,706	67,329
512110 PERS	117,296	156,570	153,335	187,124
512120 401K	3,295	3,634	2,566	2,611
512130 PERS Debt Service	23,030	21,528	47,669	43,215
512200 FICA	51,232	54,658	60,422	62,259
512310 Medical Insurance	119,476	131,170	186,402	190,389

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

SHERIFF'S OFFICE

255 - Traffic Safety Team	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Personnel Services				
512320 Dental Insurance	11,001	11,875	18,480	18,924
512330 Group Term Life Insurance	853	922	1,385	1,461
512340 Long Term Disability Insurance	1,768	1,905	3,101	3,269
512400 Unemployment Insurance	2,542	2,345	2,940	3,018
512520 Workers Comp Insurance	213	208	316	324
512600 Wellness Program	278	292	420	430
512610 Employee Assistance Program	206	216	284	367
512700 County HSA Contributions	0	0	41	0
Fringe Benefits Total	331,190	385,322	535,067	580,720
Personnel Services Total	1,017,863	1,120,737	1,499,763	1,588,212
Materials and Services				
Supplies				
521010 Office Supplies	623	660	3,500	3,500
521050 Janitorial Supplies	0	0	500	500
521070 Departmental Supplies	7,888	3,521	6,300	5,200
521090 Uniforms and Clothing	3,190	5,153	22,340	13,440
521110 First Aid Supplies	5,912	0	5,500	5,500
521170 Educational Supplies	10,644	9,484	10,000	10,000
521190 Publications	0	294	200	200
521210 Gasoline	20,358	26,259	27,837	33,448
521300 Safety Clothing	2,602	35	32,107	2,500
521310 Safety Equipment	44	0	0	0
Supplies Total	51,262	45,407	108,284	74,288
Materials				
522150 Small Office Equipment	5,546	187	5,000	3,000
522160 Small Departmental Equipment	34,613	40,329	56,000	35,000
522170 Computers Non Capital	8,461	7,108	19,000	17,000
522180 Software	1,654	0	10,000	10,000
Materials Total	50,274	47,625	90,000	65,000
Communications				
523010 Telephone Equipment	470	82	2,400	2,400
523020 Phone and Communication Svcs	1,375	1,395	1,394	1,450
523040 Data Connections	4,923	7,472	5,281	2,880
523050 Postage	751	788	0	0
523060 Cellular Phones	5,573	4,652	4,656	3,504
523100 Radios and Accessories	9,983	6,051	15,160	8,030
Communications Total	23,075	20,441	28,891	18,264

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

SHERIFF'S OFFICE

255 - Traffic Safety Team	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Materials and Services				
Utilities				
524090 Garbage Disposal and Recycling	273	291	276	411
Utilities Total	273	291	276	411
Contracted Services				
525155 Credit Card Fees	8,542	11,035	10,282	10,000
525310 Laundry Services	45	0	200	100
525350 Janitorial Services	2,755	2,229	3,060	2,532
525410 Dispatch Services	142,134	144,138	152,371	160,392
525450 Subscription Services	0	1,050	0	0
525555 Security Services	455	584	3,000	456
525710 Printing Services	0	1,593	700	500
525715 Advertising	5,792	1,376	10,000	10,000
525999 Other Contracted Services	164	0	20,000	0
Contracted Services Total	159,887	162,006	199,613	183,980
Repairs and Maintenance				
526010 Office Equipment Maintenance	2,033	1,980	1,950	1,850
526011 Dept Equipment Maintenance	1,208	761	6,000	4,000
526012 Vehicle Maintenance	22,020	19,461	30,000	21,500
526014 Radio Maintenance	706	0	1,500	1,500
526020 Computer Hardware Maintenance	3,599	2,971	3,000	3,000
526021 Computer Software Maintenance	25,967	15,426	51,500	53,850
526022 Telephone Maintenance	0	0	200	100
526030 Building Maintenance	0	0	500	300
526040 Remodels and Site Improvements	846	0	5,000	2,000
Repairs and Maintenance Total	56,379	40,600	99,650	88,100
Rentals				
527100 Vehicle Rental	360	0	700	700
527110 Fleet Leases	106,214	104,137	117,444	118,056
527130 Parking	171	0	0	0
527210 Building Rental Private	6,861	7,005	7,153	7,308
Rentals Total	113,605	111,142	125,297	126,064
Insurance				
528220 Notary Bonds	40	0	0	0
528415 Auto Claims	0	208	0	0
Insurance Total	40	208	0	0
Miscellaneous				
529120 Commercial Travel	792	0	8,200	8,200

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

SHERIFF'S OFFICE

255 - Traffic Safety Team	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Materials and Services				
529130 Meals	2,672	2,912	10,350	9,750
529140 Lodging	2,243	1,380	14,025	14,025
529210 Meetings	221	0	400	200
529230 Training	10,014	28,029	29,565	27,765
529300 Dues and Memberships	175	500	0	0
529840 Professional Licenses	50	0	800	800
529910 Awards and Recognition	74	0	100	100
Miscellaneous Total	16,241	32,821	63,440	60,840
Materials and Services Total	471,036	460,539	715,451	616,947
Administrative Charges				
611100 County Admin Allocation	17,313	17,718	20,465	23,331
611230 Courier Allocation	699	593	545	592
611250 Risk Management Allocation	2,367	2,860	2,963	3,177
611255 Benefits Allocation	3,253	3,442	3,686	3,875
611260 Human Resources Allocation	12,426	12,408	14,888	16,767
611400 Information Tech Allocation	38,202	39,329	49,730	53,135
611410 FIMS Allocation	26,117	25,996	24,055	27,447
611420 Telecommunications Allocation	4,425	4,198	6,886	6,847
611430 Info Tech Direct Charges	15,966	15,442	23,073	27,996
611600 Finance Allocation	20,508	21,638	25,764	27,729
611800 MCBEE Allocation	1,492	440	1,500	1,236
612100 IT Equipment Use Charges	3,452	3,735	7,688	5,178
614100 Liability Insurance Allocation	8,200	8,100	8,600	7,300
614200 WC Insurance Allocation	3,400	3,600	3,300	3,500
Administrative Charges Total	157,820	159,499	193,143	208,110
Capital Outlay				
531300 Departmental Equipment Capital	4,999	18,527	60,000	0
Capital Outlay Total	4,999	18,527	60,000	0
Transfers Out				
561100 Transfer to General Fund	100,000	100,000	100,000	275,000
561480 Xfer to Capital Impr Projects	0	155,610	0	0
561595 Transfer to Fleet Management	4,915	0	0	0
Transfers Out Total	104,915	255,610	100,000	275,000
Contingency				
571010 Contingency	0	0	293,417	304,714
Contingency Total	0	0	293,417	304,714
Ending Fund Balance				
573010 Unapprop Ending Fund Balance	0	0	72,400	64,149
Ending Fund Balance Total	0	0	72,400	64,149
Traffic Safety Team Total	1,756,634	2,014,913	2,934,174	3,057,132

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

SHERIFF'S OFFICE

290 - Inmate Welfare	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Personnel Services				
Salaries and Wages				
511110 Regular Wages	56,603	57,788	71,592	75,171
511130 Vacation Pay	1,195	2,164	0	0
511140 Sick Pay	1,118	190	0	0
511150 Holiday Pay	1,781	2,535	0	0
511160 Comp Time Pay	739	217	0	0
511210 Compensation Credits	1,313	0	2,754	2,891
511420 Premium Pay	5,697	6,638	0	0
511430 Court Time	197	0	0	0
Salaries and Wages Total	68,642	69,531	74,346	78,062
Fringe Benefits				
512110 PERS	11,023	13,997	14,349	17,915
512130 PERS Debt Service	3,176	3,445	4,461	4,137
512200 FICA	5,155	5,412	5,687	5,972
512310 Medical Insurance	15,105	15,914	17,556	17,868
512320 Dental Insurance	1,316	1,321	1,740	1,776
512330 Group Term Life Insurance	103	107	134	144
512340 Long Term Disability Insurance	213	222	300	324
512400 Unemployment Insurance	251	229	275	289
512520 Workers Comp Insurance	28	24	30	30
512600 Wellness Program	33	33	40	40
512610 Employee Assistance Program	25	25	27	34
Fringe Benefits Total	36,430	40,729	44,599	48,529
Personnel Services Total	105,072	110,260	118,945	126,591
Materials and Services				
Supplies				
521010 Office Supplies	150	30	500	500
521040 Institutional Supplies	11,863	14,155	13,000	15,000
521070 Departmental Supplies	3,255	1,066	3,800	3,400
521100 Medical Supplies	42	0	145	145
521110 First Aid Supplies	39	303	450	425
521170 Educational Supplies	134	0	350	350
521190 Publications	4,615	4,855	7,000	7,000
521300 Safety Clothing	490	1,259	3,050	5,000
521310 Safety Equipment	492	516	750	750
Supplies Total	21,080	22,185	29,045	32,570
Materials				
522160 Small Departmental Equipment	7,005	8,452	8,781	22,236
522170 Computers Non Capital	0	310	348	758
Materials Total	7,005	8,762	9,129	22,994

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

SHERIFF'S OFFICE

290 - Inmate Welfare	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Materials and Services				
Communications				
523010 Telephone Equipment	0	0	100	100
523050 Postage	0	169	200	200
523060 Cellular Phones	1,150	998	0	0
Communications Total	1,150	1,166	300	300
Contracted Services				
525261 Social Services	0	0	34,000	0
525330 Transportation Services	3,910	4,561	5,000	7,000
525450 Subscription Services	0	0	120	120
525710 Printing Services	1,281	0	2,000	2,000
Contracted Services Total	5,191	4,561	41,120	9,120
Repairs and Maintenance				
526011 Dept Equipment Maintenance	948	4,745	4,161	4,161
526012 Vehicle Maintenance	2,271	1,579	0	0
526030 Building Maintenance	330	0	0	0
Repairs and Maintenance Total	3,549	6,324	4,161	4,161
Miscellaneous				
529130 Meals	0	60	0	0
529850 Device Licenses	1,980	2,004	2,005	2,000
Miscellaneous Total	1,980	2,064	2,005	2,000
Materials and Services Total	39,955	45,063	85,760	71,145
Administrative Charges				
611100 County Admin Allocation	3,379	1,542	1,905	1,986
611230 Courier Allocation	148	48	45	46
611250 Risk Management Allocation	510	294	423	441
611255 Benefits Allocation	686	283	304	301
611260 Human Resources Allocation	2,621	1,020	1,225	1,303
611400 Information Tech Allocation	6,917	3,702	4,942	4,926
611410 FIMS Allocation	4,748	2,366	2,453	2,501
611420 Telecommunications Allocation	821	382	682	598
611430 Info Tech Direct Charges	2,942	1,441	2,494	2,516
611600 Finance Allocation	3,440	2,292	3,080	2,976
611800 MCBEE Allocation	271	40	153	112
612100 IT Equipment Use Charges	631	356	748	475
614100 Liability Insurance Allocation	1,700	800	1,300	1,000
614200 WC Insurance Allocation	800	400	400	500
Administrative Charges Total	29,614	14,966	20,154	19,681
Contingency				
571010 Contingency	0	0	57,833	65,616
Contingency Total	0	0	57,833	65,616

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

SHERIFF'S OFFICE

290 - Inmate Welfare	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Ending Fund Balance				
573010 Unapprop Ending Fund Balance	0	0	295,633	373,130
Ending Fund Balance Total	0	0	295,633	373,130
Inmate Welfare Total	174,641	170,289	578,325	656,163
Sheriff's Office Grand Total	58,290,007	61,271,810	70,685,434	71,589,675

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

TREASURER'S OFFICE

TREASURER'S OFFICE



MISSION STATEMENT

Actively and appropriately manage and safeguard the county's cash assets.

GOALS AND OBJECTIVES

Goal 1 Safeguard public funds.

- Objective 1 Invest the county's surplus funds in a manner that will provide a return while ensuring both the preservation of principal and the liquidity necessary to meet the operating requirements of the county in accordance with policy.
- Objective 2 Provide training and support for department cash handlers to ensure appropriate controls are in place.
- Objective 3 Ensure the county remains compliant with all new and ongoing payment card regulations in the most cost effective manner available.

Goal 2 Maximize the use of available banking and financial systems and processes.

- Objective 1 Utilize the county's Oracle financial system to efficiently manage the receipting and disbursement of cash in the most cost effective manner available allowing the Treasurer's Office to meet the workload demands within current staffing levels.
- Objective 2 Analyze banking systems and processes to ensure efficient and cost effective use of available products while maintaining or reducing costs.
- Objective 3 Utilize the county's point of sale system to assist departments with cash management controls and reporting.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

TREASURER'S OFFICE

DEPARTMENT OVERVIEW

Laurie Steele is the elected Marion County Treasurer. The Treasurer is the statutory cash custodian for Marion County. The Treasurer's Office works to minimize the risk to public funds through cash handler training and audits. The Treasurer manages bank accounts with various Oregon banks and the Oregon State Treasurer's Office and is responsible for the proper receipting of all monies flowing through county bank accounts.

The Treasurer has responsibility and liability for the timely distribution of taxes and the interest earned on those monies to the taxing districts of Marion County using the percentage distribution schedule created by the tax collector.

The Treasurer is the investment manager for the county, investing funds in accordance with Oregon Revised Statutes and the county's investment policy and assuring that adequate cash is available to meet the obligations of the county.

RESOURCE AND REQUIREMENT SUMMARY

Treasurer's Office	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
General Fund Transfers	385,418	419,265	477,242	498,059	4.4%
TOTAL RESOURCES	385,418	419,265	477,242	498,059	4.4%
REQUIREMENTS					
Personnel Services					
Salaries and Wages	165,568	176,679	187,175	190,949	2.0%
Fringe Benefits	105,070	118,369	122,759	131,410	7.0%
Total Personnel Services	270,638	295,047	309,934	322,359	4.0%
Materials and Services					
Supplies	2,755	950	2,700	2,700	0.0%
Materials	6,517	2,689	0	0	n.a.
Communications	31	284	300	200	-33.3%
Utilities	2,748	2,729	3,055	3,085	1.0%
Contracted Services	35,429	50,138	60,310	60,810	0.8%
Repairs and Maintenance	144	22	0	0	n.a.
Rentals	4,365	4,300	5,363	5,355	-0.1%
Insurance	2,500	2,500	2,500	2,500	0.0%
Miscellaneous	2,354	3,411	8,150	7,150	-12.3%
Total Materials and Services	56,843	67,024	82,378	81,800	-0.7%
Administrative Charges	57,937	57,194	84,930	93,900	10.6%
TOTAL REQUIREMENTS	385,418	419,265	477,242	498,059	4.4%
FTE	2.50	2.50	2.50	2.50	0.0%

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

TREASURER'S OFFICE

FUNDS

Fund Name	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	% of Total
RESOURCES					
FND 100 General Fund	385,418	419,265	477,242	498,059	100.0%
TOTAL RESOURCES	385,418	419,265	477,242	498,059	100.0%
REQUIREMENTS					
FND 100 General Fund	385,418	419,265	477,242	498,059	100.0%
TOTAL REQUIREMENTS	385,418	419,265	477,242	498,059	100.0%

PROGRAMS

	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Treasury	385,418	419,265	477,242	498,059	4.4%
TOTAL RESOURCES	385,418	419,265	477,242	498,059	4.4%
REQUIREMENTS					
Treasury	385,418	419,265	477,242	498,059	4.4%
TOTAL REQUIREMENTS	385,418	419,265	477,242	498,059	4.4%

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

TREASURER'S OFFICE

Treasury Program

- Provide statutory cash management, including collection, receipting, and depositing of funds as efficiently and accurately as possible.
- Manage banking and broker relationships to maximize quality services at competitive prices.
- Manage cash by turning receivables and float into bank balances as efficiently as possible.
- Manage and forecast liquidity in order to maximize investment returns while meeting ongoing requirements.
- Invest surplus funds as designated by Oregon Revised Statutes and county investment policy.
- Manage internal controls for county bank accounts and assist county departments with cash controls.
- Assist departments in management of cash, check and merchant card collections and deposits.
- Manage the distribution of property taxes to all of Marion County's taxing districts as directed by Oregon Revised Statutes.
- Manage the Compliance Program for Marion County Departments required to meet Data Security Standards created by the Payment Card Industry for merchant card accepters.

Program Summary

Treasurer's Office

Program: Treasury

	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
General Fund Transfers	385,418	419,265	477,242	498,059	4.4%
TOTAL RESOURCES	385,418	419,265	477,242	498,059	4.4%
REQUIREMENTS					
Personnel Services	270,638	295,047	309,934	322,359	4.0%
Materials and Services	56,843	67,024	82,378	81,800	-0.7%
Administrative Charges	57,937	57,194	84,930	93,900	10.6%
TOTAL REQUIREMENTS	385,418	419,265	477,242	498,059	4.4%
FTE	2.50	2.50	2.50	2.50	0.0%

FTE By Position Title By Program

Program: Treasury	
Position Title	FTE
Treasurer	1.00
Treasury Specialist	1.50
Program Treasury FTE Total:	2.50

Treasury Program Budget Justification

RESOURCES

The Treasury Program is funded entirely by the general fund.

REQUIREMENTS

There is an overall increase of 4.4% in program requirements.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

TREASURER'S OFFICE

KEY DEPARTMENT ACCOMPLISHMENTS

- The Treasurer worked with the Information Technology department to implement an integrated merchant solution to the Teller Point of Sale system in the Juvenile Department and Sheriff's Office.
- The Treasurer worked with the Information Technology department and the Tax Office to identify a new efficient method for the processing of more than 50,000 tax payments. The bank currently used by the county to process these payments announced they would no longer provide this service as of December 31, 2019.
- The Treasurer provided ongoing Cash Handler and Merchant Security training for county employees as well as other local governments in Marion County.
- The Treasurer's Office conducted a Request for Proposal process to select a vendor to implement the Visa Service Fee Program for multiple departments.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

TREASURER'S OFFICE

KEY INDICATORS

1: Dollar volume and number of receipts posted

Definition and Purpose

The number and dollar volume of receipts posted into Oracle is an indicator of the amount of work that the Treasurer's Office staff perform each year.

Significance

The majority of work performed in the Treasurer's Office is related to receipting of revenue and reconciliation. If this workload were to increase or decrease significantly, it would require staffing level changes in the Treasurer's department.

Data Units Fiscal Year

FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Estimate	FY 19-20 Estimate
# 10,975 - \$742,162,952	# 11,359 - \$637,069,585	# 12,110 - \$706,358,924	# 12,100 - \$1,000,000,000	# 13,000 - \$1,001,000,000

Explanation of Trends and Changes

For the past couple of years this workload has been unpredictable as we have been implementing Teller, a new cash receipting system for county departments. This new software has created better work flow and business processes in the Treasurer's Office and allowed for a reduction of .5 fte in fiscal year 17/18 even as the workload increased from the prior fiscal year. This indicator ties to Marion County Strategic Goal #1; Provide efficient, effective, and responsive government through stewardship and accountability.

2: Investment Portfolio

Definition and Purpose

Marion County's average portfolio size during FY 17/18 was just over \$165,000,000. The Marion County Investment Policy states that the performance of the county's portfolio shall be measured, in part, against the performance of the Oregon Local Government Investment Pool (LGIP).

Significance

It is the policy of the Marion County Treasurer's Department to invest public funds in a manner that will provide the highest investment return with the maximum security, while meeting the daily cash flow demands of Marion County. This indicator ties to Marion County Goal #1: Provide efficient, effective, and responsive government through stewardship and accountability.

Data Units Fiscal Year

FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Actual	FY 18-19 Estimate	FY 19-20 Estimate
LGIP .65 / COUNTY .94	LGIP 1.29 / COUNTY 1.26	LGIP 1.76 / COUNTY 1.43	LGIP 2.00 / COUNTY 1.50	LGIP 2.25 / COUNTY 2.00

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

TREASURER'S OFFICE

Explanation of Trends and Changes

While it is impossible to select a benchmark portfolio that will exactly match the parameters of Marion County's portfolio, the benefit to benchmarking against the Oregon State Treasurer's Local Government Investment Pool (LGIP) is to provide a basis for comparison. If the county outperforms or underperforms the LGIP by more than 50 basis points, it indicates a need for additional information. The expected annual rate of return for both the LGIP and Marion County's portfolio during fiscal year 19-20 is 2.00%.

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

TREASURER'S OFFICE

Resources by Fund Detail

100 - General Fund	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
General Fund Transfers				
381100 Transfer from General Fund	385,418	419,265	477,242	498,059
General Fund Transfers Total	385,418	419,265	477,242	498,059
General Fund Total	385,418	419,265	477,242	498,059
Treasurer's Office Grand Total	385,418	419,265	477,242	498,059

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

TREASURER'S OFFICE

Requirements by Fund Detail

100 - General Fund	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Personnel Services				
Salaries and Wages				
511110 Regular Wages	149,316	158,912	184,392	188,122
511130 Vacation Pay	5,439	4,782	0	0
511140 Sick Pay	2,029	2,678	0	0
511150 Holiday Pay	6,078	6,607	0	0
511160 Comp Time Pay	40	947	0	0
511210 Compensation Credits	2,046	2,150	2,183	2,227
511280 Cell Phone Pay	602	602	600	600
511420 Premium Pay	18	0	0	0
Salaries and Wages Total	165,568	176,679	187,175	190,949
Fringe Benefits				
512110 PERS	31,290	39,490	36,009	43,686
512120 401K	6,712	6,937	7,618	7,771
512130 PERS Debt Service	6,121	4,924	11,194	10,089
512200 FICA	13,534	13,584	14,075	14,364
512310 Medical Insurance	41,516	47,294	47,088	48,528
512320 Dental Insurance	4,036	4,305	4,680	4,824
512330 Group Term Life Insurance	304	319	348	354
512340 Long Term Disability Insurance	628	656	781	794
512400 Unemployment Insurance	665	583	690	703
512520 Workers Comp Insurance	76	69	75	75
512600 Wellness Program	109	119	120	120
512610 Employee Assistance Program	80	88	81	102
Fringe Benefits Total	105,070	118,369	122,759	131,410
Personnel Services Total	270,638	295,047	309,934	322,359
Materials and Services				
Supplies				
521010 Office Supplies	1,002	445	2,000	2,000
521070 Departmental Supplies	1,753	505	500	500
521190 Publications	0	0	200	200
Supplies Total	2,755	950	2,700	2,700
Materials				
522150 Small Office Equipment	1,059	28	0	0
522170 Computers Non Capital	2,151	925	0	0
522180 Software	3,306	1,736	0	0
Materials Total	6,517	2,689	0	0
Communications				
523050 Postage	10	255	250	150

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

TREASURER'S OFFICE

100 - General Fund	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Materials and Services				
523090 Long Distance Charges	22	29	50	50
Communications Total	31	284	300	200
Utilities				
524010 Electricity	2,431	2,409	2,747	2,772
524020 Street Light Electricity	2	2	2	2
524040 Natural Gas	32	22	23	25
524050 Water	46	46	41	42
524070 Sewer	101	101	90	92
524090 Garbage Disposal and Recycling	137	148	152	152
Utilities Total	2,748	2,729	3,055	3,085
Contracted Services				
525155 Credit Card Fees	8	0	0	0
525156 Bank Services	8,054	14,047	20,000	22,550
525158 Armored Car Services	27,227	33,695	40,000	38,000
525430 Programming and Data Services	0	2,170	0	0
525710 Printing Services	0	75	150	100
525740 Document Disposal Services	140	152	160	160
Contracted Services Total	35,429	50,138	60,310	60,810
Repairs and Maintenance				
526030 Building Maintenance	144	22	0	0
Repairs and Maintenance Total	144	22	0	0
Rentals				
527240 Condo Assn Assessments	2,791	2,797	2,863	2,855
527300 Equipment Rental	1,575	1,503	2,500	2,500
Rentals Total	4,365	4,300	5,363	5,355
Insurance				
528210 Public Official Bonds	2,500	2,500	2,500	2,500
Insurance Total	2,500	2,500	2,500	2,500
Miscellaneous				
529110 Mileage Reimbursement	304	534	1,000	1,000
529130 Meals	0	37	200	200
529140 Lodging	394	1,223	1,500	1,500
529210 Meetings	207	24	100	100
529220 Conferences	350	732	3,000	2,500
529230 Training	842	0	1,500	1,000
529300 Dues and Memberships	229	861	850	850
529650 Pre Employment Costs	28	0	0	0
Miscellaneous Total	2,354	3,411	8,150	7,150
Materials and Services Total	56,843	67,024	82,378	81,800

MARION COUNTY FY 2019-20 BUDGET

BY DEPARTMENT

TREASURER'S OFFICE

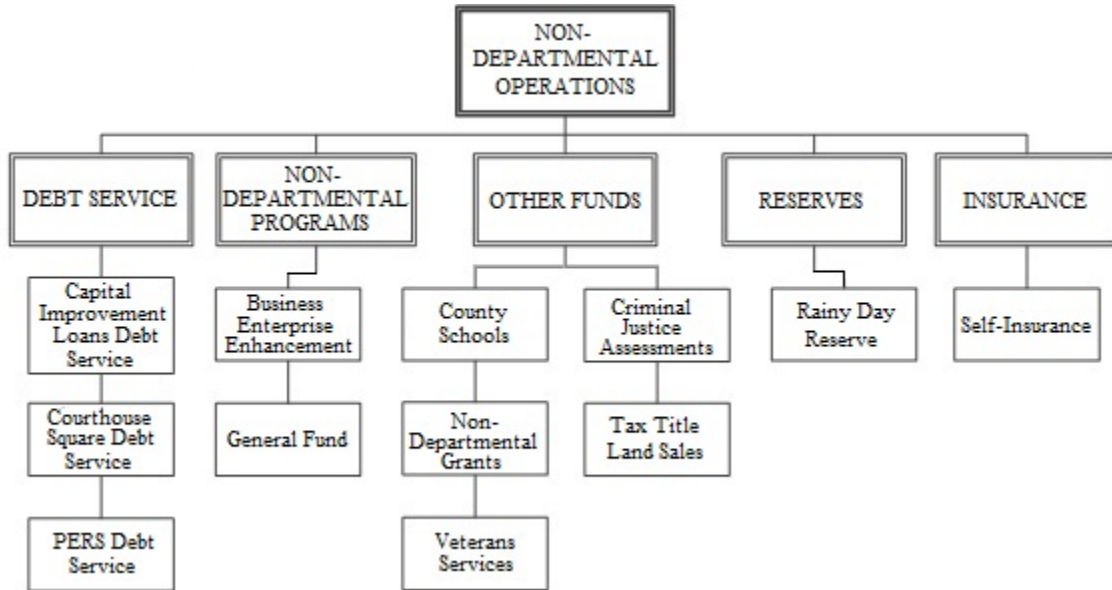
100 - General Fund	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Administrative Charges				
611100 County Admin Allocation	3,823	3,493	4,025	4,343
611210 Facilities Mgt Allocation	5,962	6,425	6,579	7,484
611220 Custodial Allocation	4,522	4,659	5,098	5,427
611230 Courier Allocation	152	124	113	118
611250 Risk Management Allocation	428	415	473	500
611255 Benefits Allocation	708	722	766	776
611260 Human Resources Allocation	2,707	2,602	3,094	3,359
611300 Legal Services Allocation	975	1,392	2,671	2,813
611400 Information Tech Allocation	18,601	20,333	23,006	29,214
611410 FIMS Allocation	5,833	4,852	4,512	4,793
611420 Telecommunications Allocation	776	636	868	665
611430 Info Tech Direct Charges	5,673	4,530	23,073	24,850
611600 Finance Allocation	3,220	2,917	4,184	4,459
611800 MCBEE Allocation	333	82	282	216
612100 IT Equipment Use Charges	2,124	2,312	4,286	3,183
614100 Liability Insurance Allocation	1,300	1,000	1,200	1,000
614200 WC Insurance Allocation	800	700	700	700
Administrative Charges Total	57,937	57,194	84,930	93,900
General Fund Total	385,418	419,265	477,242	498,059
Treasurer's Office Grand Total	385,418	419,265	477,242	498,059

MARION COUNTY FY 2019-20 BUDGET
BY DEPARTMENT
TREASURER'S OFFICE

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MARION COUNTY FY 2019-20 BUDGET
 BY NON-DEPARTMENTAL
 NON DEPARTMENTAL OPERATIONS

NON DEPARTMENTAL OPERATIONS



Non-Departmental Operations are programs and activities that are not part of any department’s specific budget, yet encompass various activities for the entire county. Non-Departmental Operations is made up of 12 currently budgeted programs and 10 funds, which are separated into the following five groups:

- 1) Debt Service accounts for repayment of debt for various capital improvement and renovation projects, as well as the payments on bonds issued to reduce Marion County’s portion of the PERS unfunded actuarial liability.
- 2) Non-Departmental Programs includes the county’s General Fund, accounting for the county’s property taxes and other general revenues and transfers to supplement budgets in other funds. Non-Departmental Programs also encompasses the MCBEE program, which is the county’s business enterprise enhancement program, to assist in standardizing business processes across the county.
- 3) Other Funds accounts for various intergovernmental revenues and grants that are transferred to specific programs and projects, such as the County Schools Fund. Other Funds also includes revenue and expenditures for the Tax Title Land Sales Fund, which accounts for the distribution of money obtained from the sale of tax foreclosed property; Criminal Justice Assessment, including Court Security; and other non-departmental grants, such as the Veterans Services Program.
- 4) Reserves accounts for the Rainy Day Fund which was established by the Board of Commissioners to be used in a financial emergency.
- 5) Insurance includes the county’s Self Insurance Fund which is financed through assessments to the various departments to cover the costs of insurance premiums, claims, and reserves for future losses.

MARION COUNTY FY 2019-20 BUDGET
 BY NON-DEPARTMENTAL
 NON DEPARTMENTAL OPERATIONS

FUNDS					
Fund Name	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	% of Total
RESOURCES					
FND 100 General Fund	27,681,003	31,294,743	27,696,757	24,336,541	28.9%
FND 115 Non Departmental Grants	651,080	1,070,462	1,121,642	1,154,742	1.4%
FND 155 Tax Title Land Sales	580,778	689,132	746,330	681,312	0.8%
FND 170 Block Grant	3,687	4,127	4,183	0	n.a
FND 185 Criminal Justice Assessment	1,700,859	1,627,980	1,531,940	1,399,346	1.7%
FND 210 County Schools	813,399	840,534	1,338,829	951,000	1.1%
FND 381 Rainy Day	2,240,114	2,264,231	2,281,631	2,312,431	2.7%
FND 410 Debt Service	8,683,775	9,213,950	10,819,208	11,424,847	13.6%
FND 580 Central Services	158,159	45,609	256,758	125,712	0.1%
FND 585 Self Insurance	35,194,945	37,448,609	40,333,461	41,764,410	49.6%
TOTAL RESOURCES	77,707,799	84,499,378	86,130,739	84,150,341	100.0%
REQUIREMENTS					
FND 100 General Fund	12,949,671	15,782,479	27,696,757	24,336,541	28.9%
FND 115 Non Departmental Grants	42,163	332,570	1,121,642	1,154,742	1.4%
FND 155 Tax Title Land Sales	366,367	195,603	746,330	681,312	0.8%
FND 170 Block Grant	0	0	4,183	0	n.a
FND 185 Criminal Justice Assessment	786,366	799,809	1,531,940	1,399,346	1.7%
FND 210 County Schools	614,068	421,456	1,338,829	951,000	1.1%
FND 381 Rainy Day	0	0	2,281,631	2,312,431	2.7%
FND 410 Debt Service	7,464,077	7,620,291	10,819,208	11,424,847	13.6%
FND 580 Central Services	158,159	45,609	256,758	125,712	0.1%
FND 585 Self Insurance	24,490,421	26,011,923	40,333,461	41,764,410	49.6%
TOTAL REQUIREMENTS	46,871,292	51,209,740	86,130,739	84,150,341	100.0%

MARION COUNTY FY 2019-20 BUDGET
 BY NON-DEPARTMENTAL
 NON DEPARTMENTAL OPERATIONS

PROGRAMS

	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Courthouse Square Debt Svc	1,548,675	1,519,825	1,550,700	1,543,100	-0.5%
PERS Debt Service	5,436,133	5,995,161	6,966,139	7,600,493	9.1%
Capital Improvement Loans	1,698,967	1,698,964	2,302,369	2,281,254	-0.9%
MCBEE	158,159	45,609	256,758	125,712	-51.0%
General Fund	27,681,003	31,294,743	27,696,757	24,336,541	-12.1%
County Schools	813,399	840,534	1,338,829	951,000	-29.0%
Criminal Justice Assessments	1,700,859	1,627,980	1,531,940	1,399,346	-8.7%
Non Departmental Grants	654,767	911,790	828,617	818,987	-1.2%
Tax Title Land Sales	580,778	689,132	746,330	681,312	-8.7%
Veterans Services	0	162,799	297,208	335,755	13.0%
Rainy Day Reserve	2,240,114	2,264,231	2,281,631	2,312,431	1.3%
Self Insurance	35,194,945	37,448,609	40,333,461	41,764,410	3.5%
TOTAL RESOURCES	77,707,799	84,499,378	86,130,739	84,150,341	-2.3%
REQUIREMENTS					
Courthouse Square Debt Svc	1,548,675	1,519,825	1,550,700	1,543,100	-0.5%
PERS Debt Service	4,216,435	4,401,502	6,966,139	7,600,493	9.1%
Capital Improvement Loans	1,698,967	1,698,964	2,302,369	2,281,254	-0.9%
MCBEE	158,159	45,609	256,758	125,712	-51.0%
General Fund	12,949,671	15,782,479	27,696,757	24,336,541	-12.1%
County Schools	614,068	421,456	1,338,829	951,000	-29.0%
Criminal Justice Assessments	786,366	799,809	1,531,940	1,399,346	-8.7%
Non Departmental Grants	42,163	238,309	828,617	818,987	-1.2%
Tax Title Land Sales	366,367	195,603	746,330	681,312	-8.7%
Veterans Services	0	94,261	297,208	335,755	13.0%
Rainy Day Reserve	0	0	2,281,631	2,312,431	1.3%
Self Insurance	24,490,421	26,011,923	40,333,461	41,764,410	3.5%
TOTAL REQUIREMENTS	46,871,292	51,209,740	86,130,739	84,150,341	-2.3%

MARION COUNTY FY 2019-20 BUDGET
 BY NON-DEPARTMENTAL
 NON DEPARTMENTAL OPERATIONS

Courthouse Square Debt Svc Program

- In December 1998, Marion County sold Certificates of Participation to fund a portion of the county's share of development, design and construction costs for Courthouse Square. In May 2005, the county issued Full Faith and Credit Refunding Obligations to advance refund the outstanding certificates of participation.
- The principal amount of the original certificates was \$22 million, and the outstanding principal on the refunding obligations was \$6.6 million as of June 30, 2018.
- Principal payments are due annually through June 1, 2023; interest is payable in December and June of each year.

Program Summary

Non Departmental Operations

Program: Courthouse Square Debt Svc

	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Interest	0	8	0	0	n.a.
General Fund Transfers	1,548,675	1,519,817	1,550,700	1,543,100	-0.5%
TOTAL RESOURCES	1,548,675	1,519,825	1,550,700	1,543,100	-0.5%
REQUIREMENTS					
Debt Service Principal	1,070,000	1,100,000	1,190,000	1,245,000	4.6%
Debt Service Interest	478,675	419,825	360,700	298,100	-17.4%
TOTAL REQUIREMENTS	1,548,675	1,519,825	1,550,700	1,543,100	-0.5%

Courthouse Square Debt Svc Program Budget Justification

RESOURCES

Resources consist of General Fund Transfers to meet the expected annual debt service requirements for the Courthouse Square refunding obligations.

REQUIREMENTS

Debt service principal and interest consist of scheduled payments for FY 2019-20.

MARION COUNTY FY 2019-20 BUDGET
 BY NON-DEPARTMENTAL
 NON DEPARTMENTAL OPERATIONS

PERS Debt Service Program

- Marion County issued Limited Tax Pension Obligations in 2002 and 2004 and transferred the net proceeds to the State of Oregon Public Employees Retirement System (PERS) to provide for the county's unfunded actuarial liability.
- Outstanding principal on the bonds was \$37.7 million as of June 30, 2018, which includes \$2.2 million of deferred interest on the 2002 obligation. The total outstanding principal amount, net of the deferred interest, is \$35.5 million.
- Principal payments are due annually through June 1, 2028; interest is payable in December and June of each year.

Program Summary

Non Departmental Operations	Program: PERS Debt Service				
	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Admin Cost Recovery	4,460,752	4,758,866	5,361,980	4,819,557	-10.1%
Interest	10,543	16,597	10,500	16,600	58.1%
Net Working Capital	964,838	1,219,698	1,593,659	2,764,336	73.5%
TOTAL RESOURCES	5,436,133	5,995,161	6,966,139	7,600,493	9.1%
REQUIREMENTS					
Debt Service Principal	1,865,000	2,085,000	2,320,000	2,570,000	10.8%
Debt Service Interest	2,351,435	2,316,502	2,275,212	2,227,092	-2.1%
Ending Fund Balance	0	0	2,370,927	2,803,401	18.2%
TOTAL REQUIREMENTS	4,216,435	4,401,502	6,966,139	7,600,493	9.1%

PERS Debt Service Program Budget Justification

RESOURCES

Resources are primarily comprised of Administrative Cost Recovery from internal assessments to departments calculated as a percentage of salaries and wages with the intent of generating sufficient resources to provide for the current year debt service.

REQUIREMENTS

The increase in the PERS debt service program budget is a result of increasing principal payments, consistent with the scheduled payments, and an increase in Ending Fund Balance, in anticipation of increasing costs over the next several years.

MARION COUNTY FY 2019-20 BUDGET
 BY NON-DEPARTMENTAL
 NON DEPARTMENTAL OPERATIONS

Capital Improvement Loans Program

- In October 2013, Marion County obtained a \$9,950,000 loan to finance major capital projects. Principal and interest payments are due quarterly through October 2028; annual payments total \$882,277.
- In July 2016, the county obtained a second bank loan of \$9,950,000 to finance additional major capital projects. Principal and interest payments are due quarterly through June 2030; annual payments total \$816,687.
- In June 2018, the county obtained a another loan of \$5,000,000 to finance additional capital projects. Principal and interest payments are due semiannually through June 2028; annual payments total \$582,290.

Program Summary

Non Departmental Operations

Program: Capital Improvement Loans

	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
General Fund Transfers	1,330,705	1,330,702	1,805,029	1,783,914	-1.2%
Other Fund Transfers	368,262	368,262	497,340	497,340	0.0%
TOTAL RESOURCES	1,698,967	1,698,964	2,302,369	2,281,254	-0.9%
REQUIREMENTS					
Debt Service Principal	1,249,588	1,261,522	1,745,120	1,776,419	1.8%
Debt Service Interest	449,380	437,442	557,249	504,835	-9.4%
TOTAL REQUIREMENTS	1,698,967	1,698,964	2,302,369	2,281,254	-0.9%

Capital Improvement Loans Program Budget Justification

RESOURCES

Total resources represent the amount required to meet the annual debt service payments. Resources consist of the following: 1) General Fund Transfers, 2) \$368,262 transfer from Health and Human Services Fund for their portion of the 2013 loan for the remodeling of the Health and Human Services building, and 3) \$129,078 transfer from the Community Corrections Fund for their portion of the 2016 loan for the construction of the Public Safety Building.

REQUIREMENTS

Debt service principal and interest amounts consist of anticipated payments for FY 2019-20.

MARION COUNTY FY 2019-20 BUDGET
 BY NON-DEPARTMENTAL
 NON DEPARTMENTAL OPERATIONS

MCBEE Program

- The Marion County Business Enterprise Enhancement program, also known as MCBEE, is an initiative to re-engineer and integrate county business processes and software infrastructure in order to provide meaningful information for management to make informed decisions and ensure accountability.
- Ensures that Marion County takes full advantage of its Oracle Enterprise Resource Planning software and the business practices it supports.

Program Summary

Non Departmental Operations					Program: MCBEE
	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Admin Cost Recovery	158,159	45,609	156,758	125,712	-19.8%
General Fund Transfers	0	0	100,000	0	-100.0%
TOTAL RESOURCES	158,159	45,609	256,758	125,712	-51.0%
REQUIREMENTS					
Materials and Services	148,542	42,187	250,000	120,000	-52.0%
Administrative Charges	9,616	3,422	6,758	5,712	-15.5%
TOTAL REQUIREMENTS	158,158	45,609	256,758	125,712	-51.0%

MCBEE Program Budget Justification

RESOURCES

Resources for the MCBEE Program is Administrative Cost Recovery in the amount of 125,712, and no General Fund Transfer. This is a net decrease of \$131,046 from FY 18-19. Each year, projects for the Oracle Financial Information Management System (FIMS) are identified and a funding plan is developed for those projects. These funds are allocated for projects outlined in Requirements below.

REQUIREMENTS

There is \$120,000 in Materials and Services for identified improvements to the Oracle system. Contractual services to begin analysis of the Oracle E-Business Suite update to version 12.2, plus funding for education and training for subject matter experts and technical employees.

MARION COUNTY FY 2019-20 BUDGET
BY NON-DEPARTMENTAL
NON DEPARTMENTAL OPERATIONS

General Fund Program

- A non-departmental program that is part of the General Fund; expenditures that are not assigned to specific departments are categorized as non-departmental.
- Provides services including a contribution to the United States Department of Agriculture for the predatory animal program, contribution to the Water Master program, and consulting services for studies and plans of a broad nature benefiting multiple departments.
- Provides funding for General Fund Contingency and Ending Fund Balance.
- Provides General Fund Transfers Out to supplement the budgets of other funds for special purposes.

Program Summary

Non Departmental Operations	Program: General Fund				
	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Taxes	67,689,807	69,999,101	73,975,580	76,078,018	2.8%
Licenses and Permits	64,825	59,275	65,000	65,000	0.0%
Intergovernmental Federal	445,045	901,549	608,000	611,000	0.5%
Intergovernmental State	4,299,281	4,508,647	4,726,648	4,729,538	0.1%
Charges for Services	3,368,492	3,285,209	3,173,590	2,652,023	-16.4%
Fines and Forfeitures	0	240	0	0	n.a.
Interest	750,306	875,738	762,790	850,000	11.4%
Other Revenues	18,899	33,850	30,000	32,000	6.7%
General Fund Transfers	(60,288,239)	(63,247,756)	(71,261,298)	(73,392,031)	3.0%
Other Fund Transfers	100,000	147,557	104,183	275,000	164.0%
Net Working Capital	11,232,586	14,731,332	15,512,264	12,435,993	-19.8%
TOTAL RESOURCES	27,681,003	31,294,743	27,696,757	24,336,541	-12.1%
REQUIREMENTS					
Materials and Services	966,453	768,236	2,009,785	2,490,315	23.9%
Administrative Charges	710,085	717,434	781,422	864,889	10.7%
Transfers Out	11,273,132	14,296,809	18,451,915	12,954,722	-29.8%
Contingency	0	0	1,191,046	1,496,087	25.6%
Ending Fund Balance	0	0	5,262,589	6,530,528	24.1%
TOTAL REQUIREMENTS	12,949,670	15,782,479	27,696,757	24,336,541	-12.1%

General Fund Program Budget Justification

RESOURCES

Property taxes comprise of 83% of all General Fund revenues. Current property tax revenue of \$74,410,488 increased 4.3% over prior year estimate.

Charges for Services has decreased over the prior year mainly due to the decreasing revenue received from the Marion County Justice Court Fees and Recording Fees.

Other Fund Transfers has increased due to the additional revenue from the Traffic Safety Team Fund.

The remaining Resources are consistent with the prior year.

MARION COUNTY FY 2019-20 BUDGET
BY NON-DEPARTMENTAL
NON DEPARTMENTAL OPERATIONS

REQUIREMENTS

Materials and Services category reflects an increase of \$480,530. The increase is primarily in consulting and contractual services for a variety of planned activities in FY 2019-20. Activities include the second phase of consultation for solid waste contract negotiations, county contribution for the Homelessness Initiative, departmental audits, continuation of lobbying services, and other business process improvements. In addition, continued support for the Water Master and USDA Wildlife Services (county trapper) programs are included, countywide dues and memberships, utilities for state courts and other non-departmental areas, department head and elected official training, and employee awards and recognition.

Transfers Out are consistent with the previous year, with the following notable differences:

- 1) a reduction to the Juvenile Grants Fund due to the reclassification of the food program which is now accounted for as part of the General Fund cost of the Juvenile Department;
- 2) an increase to the Health and Human Services Fund to account for the full cost of new FTE added in the prior year for the Law Enforcement Assisted Diversion (LEAD) grant; and
- 3) a decrease of almost \$3.4M to the Capital Improvement Projects Fund and a decrease of \$920,000 to the Facility Renovation Fund as carryover funding will be used to fund the majority of capital projects.

Contingency is budgeted at 1.7% of adjusted Resources, which meets the county policy of a minimum of 1%.

Ending Fund Balance is budgeted at 7.2% of adjusted Resources, which meets the county policy of a minimum of 5%.

MARION COUNTY FY 2019-20 BUDGET
 BY NON-DEPARTMENTAL
 NON DEPARTMENTAL OPERATIONS

County Schools Program

- Distributes special revenue in accordance with Oregon law, which specifies that a portion of state Chapter 530 Forest Rehabilitation revenue and certain Federal and state shared revenues are distributed to school districts in proportion to their resident average daily membership for the preceding fiscal year.

Program Summary

Non Departmental Operations	Program: County Schools				
	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Intergovernmental Federal	48,243	292,950	50,000	50,000	0.0%
Intergovernmental State	688,360	345,042	868,250	794,000	-8.6%
Interest	1,221	3,212	1,500	5,000	233.3%
Net Working Capital	75,575	199,331	419,079	102,000	-75.7%
TOTAL RESOURCES	813,399	840,534	1,338,829	951,000	-29.0%
REQUIREMENTS					
Special Payments	614,068	421,456	1,338,829	951,000	-29.0%
TOTAL REQUIREMENTS	614,068	421,456	1,338,829	951,000	-29.0%

County Schools Program Budget Justification

RESOURCES

Intergovernmental Federal revenues from the US Forest Service are expected to be consistent with FY 2018-19 estimates.

Intergovernmental State revenues are \$701,500 for Chapter 530 Forest Rehabilitation, a \$75,000 reduction from FY 2018-19, \$90,000 for State Electric Coop Tax, and \$2,500 for State Private Rail Car Tax.

Investment interest is estimated at \$5,000.

REQUIREMENTS

All Resources are expected to be distributed to school districts in accordance with Oregon statute.

MARION COUNTY FY 2019-20 BUDGET
BY NON-DEPARTMENTAL
NON DEPARTMENTAL OPERATIONS

Criminal Justice Assessments Program

- This program is funded by a portion of court fines and allocation from the State of Oregon in accordance with ORS 153.660.
- 60% may be used for drug and alcohol programs and for the costs of planning, operating and maintaining county juvenile and adult corrections programs and facilities, and the remaining 40% is to be used for court security services and improvements in buildings containing court facilities.

Program Summary

Non Departmental Operations

Program: Criminal Justice Assessments

	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Fines and Forfeitures	725,234	704,012	693,569	696,065	0.4%
Interest	7,396	9,475	10,200	13,620	33.5%
Net Working Capital	968,229	914,493	828,171	689,661	-16.7%
TOTAL RESOURCES	1,700,859	1,627,980	1,531,940	1,399,346	-8.7%
REQUIREMENTS					
Materials and Services	323,355	339,224	301,505	312,320	3.6%
Administrative Charges	4,972	6,070	5,982	5,332	-10.9%
Capital Outlay	8,039	0	0	0	n.a.
Transfers Out	450,000	454,515	532,001	453,462	-14.8%
Contingency	0	0	61,978	20,000	-67.7%
Ending Fund Balance	0	0	630,474	608,232	-3.5%
TOTAL REQUIREMENTS	786,366	799,809	1,531,940	1,399,346	-8.7%

Criminal Justice Assessments Program Budget Justification

RESOURCES

Resources include a direct allocation from the State of Oregon, and a portion of court fines from state, county and local jurisdictions. Net Working Capital continues to decline as funds are used to cover court security costs that exceed current revenues.

REQUIREMENTS

Activities in this program include: (1) Transfers to the General Fund for Jail Operations, the Juvenile Grants Fund for Alternative Programs, and the Community Corrections Fund; and (2) Court Security. Transfers Out are lower than FY 2018-19 which included a distribution of carryover funds from FY 2017-18. Materials and Services are primarily for security services at Juvenile, Jail and Courthouse and associated equipment maintenance.

Contingency is budgeted for unforeseen court security expenditures authorized by the Court Security Committee during the fiscal year. Ending Fund Balance for court security has reduced, as reserves are being used to maintain services and equipment.

MARION COUNTY FY 2019-20 BUDGET
 BY NON-DEPARTMENTAL
 NON DEPARTMENTAL OPERATIONS

Non Departmental Grants Program

- This program includes one special revenue fund that account for federal, state and local grants that are not granted to specific county departments.
- These grants are generally distributed to county departments and/or outside agencies and organizations that have submitted proposals for projects using the grant funds.

Program Summary

Non Departmental Operations

Program: Non Departmental Grants

	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Intergovernmental Federal	0	241,414	97,149	0	-100.0%
Intergovernmental State	0	50,000	50,000	50,000	0.0%
Interest	5,005	7,372	7,986	11,205	40.3%
Other Revenues	1,200	400	0	0	n.a.
Net Working Capital	648,561	612,604	673,482	757,782	12.5%
TOTAL RESOURCES	654,767	911,790	828,617	818,987	-1.2%
REQUIREMENTS					
Materials and Services	0	178,754	50,000	50,000	0.0%
Transfers Out	42,163	59,554	191,822	211,664	10.3%
Contingency	0	0	97,153	67,000	-31.0%
Ending Fund Balance	0	0	489,642	490,323	0.1%
TOTAL REQUIREMENTS	42,163	238,309	828,617	818,987	-1.2%

Non Departmental Grants Program Budget Justification

RESOURCES

There are no Intergovernmental Federal revenues budgeted as it's unknown if Title III funds will be reauthorized in 2019. Intergovernmental State revenues of \$50,000 are for the Court Care program established in 2017. Interest earnings are estimated at \$11,205. Block Grant Fund 170 was closed, and the fund balance transferred to General Fund in FY 18-19.

The Net Working Capital balance of \$757,582 represents the balance of reauthorized Title III funds that are utilized for forest patrol and search and rescue efforts through the Sheriff's Office.

REQUIREMENTS

There are \$50,000 in Materials and Services for the Court Care Program, which is a daycare program housed at the YMCA for families attending court proceedings.

Transfers Out of \$211,664 include \$171,664 for forest patrol, and \$40,000 for search and rescue programs in the Sheriff's Office. Recent legislation expanded the use of reauthorized Title III funds, allowing use of the funds previously dedicated to search and rescue for forest patrol and other emergency services. The increase in Transfers Out funds a position in the Sheriff's Office dedicated to forest patrol.

Contingency of \$67,000 is for unanticipated search and rescue activities that may arise during the fiscal year. Ending Fund Balance of \$490,323 is restricted to forest patrol and search and rescue programs.

MARION COUNTY FY 2019-20 BUDGET
BY NON-DEPARTMENTAL
NON DEPARTMENTAL OPERATIONS

Tax Title Land Sales Program

- The program includes the Tax Title Land Sales Fund, a special revenue fund under the administration of the Finance Department.
- Coordinates management of real property held by the county as a result of tax foreclosure.
- Collects revenue through the sale of tax foreclosed properties and loan repayments from existing property loans granted on the sale of foreclosed property.
- Foreclosed property sales proceeds are distributed to the county's taxing districts annually.

Program Summary

Non Departmental Operations	Program: Tax Title Land Sales				
	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Charges for Services	19,077	155,814	200,000	200,000	0.0%
Interest	37,413	27,890	20,200	17,244	-14.6%
Other Revenues	253,581	291,018	32,600	26,720	-18.0%
Net Working Capital	270,708	214,411	493,530	437,348	-11.4%
TOTAL RESOURCES	580,778	689,132	746,330	681,312	-8.7%
REQUIREMENTS					
Materials and Services	8,768	29,010	116,325	119,300	2.6%
Administrative Charges	11,352	9,344	10,631	21,310	100.5%
Special Payments	300,000	110,000	383,622	188,968	-50.7%
Transfers Out	46,247	47,249	39,399	90,000	128.4%
Contingency	0	0	100,000	50,000	-50.0%
Ending Fund Balance	0	0	96,353	211,734	119.7%
TOTAL REQUIREMENTS	366,367	195,603	746,330	681,312	-8.7%

Tax Title Land Sales Program Budget Justification

RESOURCES

Resources are lower than budgeted for FY 2018-19. Projections of loan principal and interest payments are lower due to recent contract payoffs. In addition, Net Working Capital is also anticipated to be lower than in the previous year due to increased property cleanup expenditures and distributions to taxing districts in FY 2018-19.

REQUIREMENTS

Total requirements for the Tax Title Fund are \$65,018 less than the FY 2018-19 budgeted amount. The most significant difference is a reduction in Special Payments for distributions to taxing districts, down by almost \$195,000 compared to FY 2018-19. This is due to a decrease in anticipated Net Working Capital, and increases in Administrative Charges, Transfers Out to the Central Services Fund, and Ending Fund Balance requirements, resulting in less funds available for distribution to taxing districts. Managing the county's foreclosed properties has resulted in an increased need for staff time, driving the increases in Transfers Out to the Central Services Fund and Administrative Charges. Ending Fund Balance requirements are calculated based on one year's expenditures without property sales revenue. Continually rising costs related to property clean up expenditures requires a larger Ending Fund Balance to carry over for future year needs. The decrease in Contingency is a result of increased costs and increased allocation to Ending Fund Balance.

MARION COUNTY FY 2019-20 BUDGET
 BY NON-DEPARTMENTAL
 NON DEPARTMENTAL OPERATIONS

Veterans Services Program

- The Marion County Veterans Services Program started in FY 2017-18.
- The program establishes a Veterans Services office in Marion County, administered through the Mid-Valley Community Action Agency. Services are provided to qualified veterans, spouses, and dependents residing in Marion County.

Program Summary

Non Departmental Operations	Program: Veterans Services				
	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Intergovernmental State	0	162,799	224,470	219,770	-2.1%
General Fund Transfers	0	0	4,200	21,977	423.3%
Net Working Capital	0	0	68,538	94,008	37.2%
TOTAL RESOURCES	0	162,799	297,208	335,755	13.0%
REQUIREMENTS					
Materials and Services	0	94,261	228,670	291,409	27.4%
Contingency	0	0	68,538	44,346	-35.3%
TOTAL REQUIREMENTS	0	94,261	297,208	335,755	13.0%

Veterans Services Program Budget Justification

RESOURCES

Resources received for this program are a combination of state funding through an intergovernmental agreement with the Oregon Department of Veterans' Affairs, a transfer from the General Fund and Net Working Capital.

REQUIREMENTS

Materials and Services for this program represent contracted services with Mid-Valley Community Action Agency to administer the program. Estimated expenditures increased \$62,739 due to the addition of a third veterans services officer and increased lease costs from a move to a new office location.

Contingency is maintained for any unanticipated program expenses that may arise though the year.

MARION COUNTY FY 2019-20 BUDGET
 BY NON-DEPARTMENTAL
 NON DEPARTMENTAL OPERATIONS

Rainy Day Reserve Program

- This program is located in the Rainy Day Fund established by the Board of Commissioners.
- Provides non-routine funding to meet the needs of the county in the event of natural or manmade disaster, labor disputes, or financial emergencies, and to stabilize increases in PERS contribution rates or otherwise reduce the county's PERS obligations.

Program Summary

Non Departmental Operations	Program: Rainy Day Reserve				
	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Interest	17,442	24,117	17,400	24,100	38.5%
Net Working Capital	2,222,672	2,240,114	2,264,231	2,288,331	1.1%
TOTAL RESOURCES	2,240,114	2,264,231	2,281,631	2,312,431	1.3%
REQUIREMENTS					
Reserve for Future Expenditure	0	0	2,281,631	2,312,431	1.3%
TOTAL REQUIREMENTS	0	0	2,281,631	2,312,431	1.3%

Rainy Day Reserve Program Budget Justification

RESOURCES

Net Working Capital continues to build slightly as a small amount of interest income is added each year.

REQUIREMENTS

All resources are reserved for future use.

MARION COUNTY FY 2019-20 BUDGET
BY NON-DEPARTMENTAL
NON DEPARTMENTAL OPERATIONS

Self Insurance Program

- The Self Insurance Program is an internal service fund that derives its revenues through assessments to departments. The program is maintained to pay the costs of county insurance premiums and self-insured claims, including general liability, auto liability, workers compensation, medical, dental, life, long-term disability, and unemployment. Reserves are held in the fund to cover future liabilities, contingency, and catastrophic losses.
- The Self Insurance Program is managed using actuarially sound principles. An updated actuarial study was completed in September 2018. The study is used for the county's comprehensive annual financial report and as part of the mandatory filing with the Oregon State Insurance Division for the county's certificate of self-insurance.

Program Summary

Non Departmental Operations	Program: Self Insurance				
	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Charges for Services	25,528,593	26,624,327	28,798,975	29,977,200	4.1%
Interest	64,982	94,903	87,800	222,725	153.7%
Settlements	15,502	24,855	10,000	15,000	50.0%
Net Working Capital	9,585,868	10,704,524	11,436,686	11,549,485	1.0%
TOTAL RESOURCES	35,194,945	37,448,609	40,333,461	41,764,410	3.5%
REQUIREMENTS					
Materials and Services	24,345,213	25,829,452	28,672,375	30,397,400	6.0%
Administrative Charges	120,208	157,471	111,600	139,400	24.9%
Transfers Out	25,000	25,000	0	0	n.a.
Contingency	0	0	4,427,734	2,000,000	-54.8%
Ending Fund Balance	0	0	7,121,752	9,227,610	29.6%
TOTAL REQUIREMENTS	24,490,421	26,011,923	40,333,461	41,764,410	3.5%

Self Insurance Program Budget Justification

RESOURCES

Charges for Services are charges to departments for insurance benefits. Interest income is expected to increase in FY 2019-20, due to higher interest rates. Net Working Capital is associated primarily with liability, workers' compensation, and general reserves. Unexpended funds are carried over from year-to-year, to provide sufficient resources in the event of large claims outside of normal estimated claims based on actuarial projections.

REQUIREMENTS

Notable changes in Materials and Services include: \$1,337,991 increase for health and dental insurance premiums, \$274,200 increase for general and auto liability claims, and \$109,300 increase for workers compensation claims. Contingency decreased \$2,427,734, and Ending Fund Balance increased \$2,105,858. Overall, requirements increased by \$1,430,949 compared to FY 2018-19.

MARION COUNTY FY 2019-20 BUDGET
BY NON-DEPARTMENTAL
NON DEPARTMENTAL OPERATIONS

Resources by Fund Detail				
100 - General Fund	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Taxes				
311100 Property Taxes Current Year	65,801,530	68,409,263	71,342,750	74,410,488
311200 Property Taxes Prior Years	1,141,268	945,542	1,995,300	1,030,000
311300 Prop Tx Interest and Penalties	392,300	292,754	300,000	300,000
312200 Franchise Fees Cable TV	349,117	344,836	330,000	330,000
312300 Severance Taxes	5,592	6,706	7,530	7,530
Taxes Total	67,689,807	69,999,101	73,975,580	76,078,018
Licenses and Permits				
321000 Marriage Licenses	64,825	59,275	65,000	65,000
Licenses and Permits Total	64,825	59,275	65,000	65,000
Intergovernmental Federal				
331001 Payment in Lieu of Taxes	84,354	419,532	85,000	85,000
331010 Secure Rural Schools Title I	0	196,224	198,000	498,000
331016 DOI BLM O and C Lands Act	274,515	285,785	300,000	0
331222 Oregon Housing Community Svcs	0	0	0	3,000
331224 USDA Child Nutrition Cluster	86,141	0	0	0
331990 Other Federal Revenues	34	8	25,000	25,000
Intergovernmental Federal Total	445,045	901,549	608,000	611,000
Intergovernmental State				
332010 Chapter 530 Forest Rehab	932,622	374,147	1,150,000	1,025,000
332011 OLCC General	1,761,377	1,850,771	1,943,275	2,044,325
332014 Cigarette Tax	291,497	286,591	279,880	280,720
332015 Electric Coop Tax	156,542	170,999	171,000	171,000
332016 Amusement Devise Tax	75,163	74,846	75,000	75,000
332017 Private Rail Car Tax	3,916	2,904	4,000	4,000
332019 County Assmt Funding CAFFA	1,052,874	1,032,257	1,103,493	1,103,493
332990 Other State Revenues	25,290	716,131	0	26,000
Intergovernmental State Total	4,299,281	4,508,647	4,726,648	4,729,538
Charges for Services				
341042 Marion Cty Justice Court Fees	603,463	544,864	540,000	500,000
341070 Filing Fees	39,410	40,287	40,000	40,000
341080 Recording Fees	1,577,626	1,476,846	1,533,060	1,200,000
341090 Passport Application Fees	141,775	140,465	85,000	100,000
341100 Assessment and Taxation Fees	32,412	32,180	30,000	30,000
341170 Witness Fees	0	0	500	500
341280 Detention Fees	60,264	0	0	0
341400 Tax Collector Fees	99,240	82,671	140,000	145,000
341420 Assessor Fees	43,237	39,563	46,000	25,000

MARION COUNTY FY 2019-20 BUDGET
 BY NON-DEPARTMENTAL
 NON DEPARTMENTAL OPERATIONS

100 - General Fund	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Charges for Services				
341430 Copy Machine Fees	201,215	202,682	195,000	195,000
341630 Service Charges	0	0	300	300
341635 Returned Check Fees	100	595	100	100
341720 Appeal Fees	1,425	2,550	1,000	5,000
341840 Work Crew Fees	0	0	133,000	0
341880 Ownership Doc Processing Fees	23,341	0	26,000	0
341940 Declaration Domestic Partners	150	75	200	200
341952 Styrofoam Recycling	0	0	33,895	33,895
341955 Wood and Compost Sales	0	0	60,000	60,000
342200 Property Leases	0	0	0	10,378
342310 Parking Permits	245,528	247,582	226,535	226,000
342910 Public Records Request Charges	0	527	0	150
344100 Election Reimbursements	269,111	431,300	50,000	50,000
344300 Restitution	45	0	3,000	500
344999 Other Reimbursements	(565)	8,581	30,000	30,000
345300 Surplus Property Sales	749	0	0	0
347501 Comm Svcs to Other Agencies	29,968	34,442	0	0
Charges for Services Total	3,368,492	3,285,209	3,173,590	2,652,023
Fines and Forfeitures				
351600 Liquor Control Fines	0	240	0	0
Fines and Forfeitures Total	0	240	0	0
Interest				
361000 Investment Earnings	264,784	421,217	291,750	350,000
365000 Investment Fee	485,523	454,521	471,040	500,000
Interest Total	750,306	875,738	762,790	850,000
Other Revenues				
371000 Miscellaneous Income	20,325	33,032	30,000	30,000
372000 Over and Short	(1,426)	818	0	2,000
Other Revenues Total	18,899	33,850	30,000	32,000
General Fund Transfers				
381100 Transfer from General Fund	(60,288,239)	(63,247,756)	(71,261,298)	(73,392,031)
General Fund Transfers Total	(60,288,239)	(63,247,756)	(71,261,298)	(73,392,031)
Other Fund Transfers				
381170 Transfer from CD Block Grants	0	0	4,183	0
381255 Xfr from Traffic Safety Team	100,000	100,000	100,000	275,000
381270 Transfer from County Fair	0	47,557	0	0
Other Fund Transfers Total	100,000	147,557	104,183	275,000

MARION COUNTY FY 2019-20 BUDGET
 BY NON-DEPARTMENTAL
 NON DEPARTMENTAL OPERATIONS

100 - General Fund	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Net Working Capital				
392000 Net Working Capital Unrestr	11,232,586	14,731,332	15,512,264	12,435,993
Net Working Capital Total	11,232,586	14,731,332	15,512,264	12,435,993
General Fund Total	27,681,003	31,294,743	27,696,757	24,336,541
115 - Non Departmental Grants	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Intergovernmental Federal				
331011 Secure Rural Schools Title II	0	128,754	0	0
331012 Secure Rural Schools Title III	0	112,660	97,149	0
Intergovernmental Federal Total	0	241,414	97,149	0
Intergovernmental State				
332085 Oregon Dept Veterans Affairs	0	162,799	219,770	219,770
332990 Other State Revenues	0	50,000	54,700	50,000
Intergovernmental State Total	0	212,799	274,470	269,770
Interest				
361000 Investment Earnings	4,985	7,332	7,930	11,205
Interest Total	4,985	7,332	7,930	11,205
General Fund Transfers				
381100 Transfer from General Fund	0	0	4,200	21,977
General Fund Transfers Total	0	0	4,200	21,977
Net Working Capital				
391000 Net Working Capital Restricted	646,094	608,917	737,893	851,790
Net Working Capital Total	646,094	608,917	737,893	851,790
Non Departmental Grants Total	651,080	1,070,462	1,121,642	1,154,742
155 - Tax Title Land Sales	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Charges for Services				
345200 Foreclosed Property Sales	19,077	155,814	200,000	200,000
Charges for Services Total	19,077	155,814	200,000	200,000
Interest				
361000 Investment Earnings	2,406	4,906	2,500	3,500
364900 Loan Repayment Interest	35,006	22,984	17,700	13,744
Interest Total	37,413	27,890	20,200	17,244
Other Revenues				
374900 Loan Repayment Principal	253,581	291,018	32,600	26,720
Other Revenues Total	253,581	291,018	32,600	26,720
Net Working Capital				
392000 Net Working Capital Unrestr	270,708	214,411	493,530	437,348
Net Working Capital Total	270,708	214,411	493,530	437,348
Tax Title Land Sales Total	580,778	689,132	746,330	681,312

MARION COUNTY FY 2019-20 BUDGET
BY NON-DEPARTMENTAL
NON DEPARTMENTAL OPERATIONS

170 - Block Grant	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Interest				
361000 Investment Earnings	20	40	56	0
Interest Total	20	40	56	0
Other Revenues				
374100 Block Grant Loan Principal	1,200	400	0	0
Other Revenues Total	1,200	400	0	0
Net Working Capital				
392000 Net Working Capital Unrestr	2,467	3,687	4,127	0
Net Working Capital Total	2,467	3,687	4,127	0
Block Grant Total	3,687	4,127	4,183	0
185 - Criminal Justice Assessment	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Fines and Forfeitures				
353100 County Assessments	436,979	510,557	446,886	453,462
353200 Court Security	288,255	193,454	246,683	242,603
Fines and Forfeitures Total	725,234	704,012	693,569	696,065
Interest				
361000 Investment Earnings	7,396	9,475	10,200	13,620
Interest Total	7,396	9,475	10,200	13,620
Net Working Capital				
392000 Net Working Capital Unrestr	968,229	914,493	828,171	689,661
Net Working Capital Total	968,229	914,493	828,171	689,661
Criminal Justice Assessment Total	1,700,859	1,627,980	1,531,940	1,399,346
210 - County Schools	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Intergovernmental Federal				
331010 Secure Rural Schools Title I	0	239,257	0	0
331015 USDA Forest Service	48,232	53,690	50,000	50,000
331990 Other Federal Revenues	12	3	0	0
Intergovernmental Federal Total	48,243	292,950	50,000	50,000
Intergovernmental State				
332010 Chapter 530 Forest Rehab	607,702	257,742	786,500	701,500
332015 Electric Coop Tax	78,153	85,372	80,000	90,000
332017 Private Rail Car Tax	2,504	1,928	1,750	2,500
Intergovernmental State Total	688,360	345,042	868,250	794,000
Interest				
361000 Investment Earnings	1,221	3,212	1,500	5,000
Interest Total	1,221	3,212	1,500	5,000
Net Working Capital				
392000 Net Working Capital Unrestr	75,575	199,331	419,079	102,000
Net Working Capital Total	75,575	199,331	419,079	102,000
County Schools Total	813,399	840,534	1,338,829	951,000

MARION COUNTY FY 2019-20 BUDGET
BY NON-DEPARTMENTAL
NON DEPARTMENTAL OPERATIONS

381 - Rainy Day	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Interest				
361000 Investment Earnings	17,442	24,117	17,400	24,100
Interest Total	17,442	24,117	17,400	24,100
Net Working Capital				
392000 Net Working Capital Unrestr	2,222,672	2,240,114	2,264,231	2,288,331
Net Working Capital Total	2,222,672	2,240,114	2,264,231	2,288,331
Rainy Day Total	2,240,114	2,264,231	2,281,631	2,312,431
410 - Debt Service	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Admin Cost Recovery				
412100 PERS Debt Service Assessments	4,460,752	4,758,866	5,361,980	4,819,557
Admin Cost Recovery Total	4,460,752	4,758,866	5,361,980	4,819,557
Interest				
361000 Investment Earnings	10,543	16,604	10,500	16,600
Interest Total	10,543	16,604	10,500	16,600
General Fund Transfers				
381100 Transfer from General Fund	2,879,380	2,850,520	3,355,729	3,327,014
General Fund Transfers Total	2,879,380	2,850,520	3,355,729	3,327,014
Other Fund Transfers				
381180 Transfer from Comm Corrections	0	0	129,078	129,078
381190 Transfer from Health	368,262	368,262	368,262	368,262
Other Fund Transfers Total	368,262	368,262	497,340	497,340
Net Working Capital				
392000 Net Working Capital Unrestr	964,838	1,219,698	1,593,659	2,764,336
Net Working Capital Total	964,838	1,219,698	1,593,659	2,764,336
Debt Service Total	8,683,775	9,213,950	10,819,208	11,424,847
580 - Central Services	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Admin Cost Recovery				
411800 MCBEE Allocation	158,159	45,609	156,758	125,712
Admin Cost Recovery Total	158,159	45,609	156,758	125,712
General Fund Transfers				
381100 Transfer from General Fund	0	0	100,000	0
General Fund Transfers Total	0	0	100,000	0
Central Services Total	158,159	45,609	256,758	125,712
585 - Self Insurance	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Charges for Services				
344800 EAIP Reimbursement	93,532	104,901	100,000	75,000
344999 Other Reimbursements	35,000	0	0	0
348100 Liability Insurance	1,368,799	1,255,799	1,442,000	1,271,400
348200 Workers Comp Insurance	836,026	831,744	727,200	744,100

MARION COUNTY FY 2019-20 BUDGET
 BY NON-DEPARTMENTAL
 NON DEPARTMENTAL OPERATIONS

585 - Self Insurance	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Charges for Services				
348300 Medical Insurance	20,268,535	21,512,350	23,152,853	24,350,600
348310 Dental Insurance	2,011,078	2,019,554	2,279,656	2,419,900
348320 Health Savings Accounts	120,470	126,940	145,000	108,500
348400 Group Term Life Insurance	142,978	147,008	173,055	181,500
348500 Long Term Disability Insurance	291,220	298,283	387,888	407,000
348600 Unemployment Insurance	322,285	288,296	350,621	366,600
348800 Employee Assistance Program	38,669	39,452	40,702	52,600
Charges for Services Total	25,528,593	26,624,327	28,798,975	29,977,200
Interest				
361000 Investment Earnings	64,982	94,903	87,800	222,725
Interest Total	64,982	94,903	87,800	222,725
Settlements				
382100 Settlements	15,502	24,855	10,000	15,000
Settlements Total	15,502	24,855	10,000	15,000
Net Working Capital				
391000 Net Working Capital Restricted	1,830,000	1,830,000	1,830,000	1,535,800
392000 Net Working Capital Unrestr	7,755,868	8,874,524	9,606,686	10,013,685
Net Working Capital Total	9,585,868	10,704,524	11,436,686	11,549,485
Self Insurance Total	35,194,945	37,448,609	40,333,461	41,764,410
Non Departmental Operations Grand Total	77,707,799	84,499,378	86,130,739	84,150,341

MARION COUNTY FY 2019-20 BUDGET
BY NON-DEPARTMENTAL
NON DEPARTMENTAL OPERATIONS

Requirements by Fund Detail

100 - General Fund	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Materials and Services				
Supplies				
521030 Field Supplies	0	6,320	0	0
521050 Janitorial Supplies	0	599	0	0
521070 Departmental Supplies	1,625	491	0	0
521210 Gasoline	0	1,180	0	0
Supplies Total	1,625	8,589	0	0
Materials				
522100 Parts	0	441	0	0
522160 Small Departmental Equipment	0	1,459	0	0
Materials Total	0	1,900	0	0
Utilities				
524010 Electricity	153,174	139,775	158,703	163,955
524020 Street Light Electricity	164	152	157	166
524040 Natural Gas	11,368	8,719	11,759	9,603
524050 Water	14,710	13,950	12,890	9,968
524070 Sewer	13,934	14,308	11,547	12,663
524090 Garbage Disposal and Recycling	11,358	12,911	12,747	12,997
Utilities Total	204,709	189,816	207,803	209,352
Contracted Services				
525110 Consulting Services	0	0	500,000	650,000
525153 Fiscal Agent Services	0	0	1,650	0
525175 Temporary Staffing	10,472	576	0	0
525210 Medical Services	9,700	0	0	0
525320 Food Services	490	0	0	0
525450 Subscription Services	0	0	13,100	2,400
525510 Legal Services	34,523	14,126	25,000	125,000
525630 Insurance Admin Services	3,300	5,016	16,100	6,100
525999 Other Contracted Services	453,014	288,889	900,296	1,191,931
Contracted Services Total	511,498	308,607	1,456,146	1,975,431
Rentals				
527240 Condo Assn Assessments	12,301	12,329	12,621	12,584
Rentals Total	12,301	12,329	12,621	12,584
Miscellaneous				
529110 Mileage Reimbursement	0	22	0	0
529130 Meals	0	671	0	0
529210 Meetings	103	3,214	0	0
529230 Training	2,986	0	10,000	10,000
529300 Dues and Memberships	130,097	146,989	204,745	158,965
529540 Predatory Animals	55,672	50,604	63,270	78,783

MARION COUNTY FY 2019-20 BUDGET
BY NON-DEPARTMENTAL
NON DEPARTMENTAL OPERATIONS

100 - General Fund	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Materials and Services				
529550 Water Master	8,700	8,700	8,700	8,700
529910 Awards and Recognition	3,287	7,803	6,500	6,500
529998 Retroactive PERS Adjustments	35,475	28,989	40,000	30,000
529999 Miscellaneous Expense	0	2	0	0
Miscellaneous Total	236,320	246,994	333,215	292,948
Materials and Services Total	966,453	768,236	2,009,785	2,490,315
Administrative Charges				
611210 Facilities Mgt Allocation	414,531	427,688	451,829	514,017
611220 Custodial Allocation	295,554	289,746	329,593	350,872
Administrative Charges Total	710,085	717,434	781,422	864,889
Transfers Out				
561115 Transfer to Non Dept Grants	0	0	4,200	21,977
561125 Transfer to Juvenile Grants	923,870	983,537	78,844	0
561130 Transfer to Public Works	118,782	149,786	248,307	205,761
561160 Xfer to Community Svcs Grants	39,123	2,000	42,000	5,445
561180 Transfer to Comm Corrections	0	0	280,545	0
561190 Transfer to Health	3,730,390	3,730,390	3,795,298	3,914,282
561220 Transfer to Child Support	355,864	361,463	412,733	420,616
561230 Transfer to Dog Services	795,306	836,710	1,029,423	1,111,081
561250 Transfer to Sheriff Grants	54,226	36,201	68,482	51,796
561270 Transfer to County Fair	97,557	135,702	130,000	130,000
561300 Transfer to DA Grants	55,870	101,109	140,784	120,777
561305 Transfer to Land Use Planning	261,088	305,647	544,588	572,089
561310 Transfer to Parks	88,462	214,397	229,817	200,409
561320 Transfer to Surveyor	101,659	101,659	101,659	101,659
561410 Transfer to Debt Service	2,879,380	2,850,520	3,355,729	3,327,014
561455 Xfer to Facility Renovation	368,725	1,066,000	1,000,000	80,000
561480 Xfer to Capital Impr Projects	995,822	2,928,443	6,082,487	2,200,000
561580 Transfer to Central Services	407,008	493,246	849,773	491,816
561595 Transfer to Fleet Management	0	0	57,246	0
Transfers Out Total	11,273,132	14,296,809	18,451,915	12,954,722
Contingency				
571010 Contingency	0	0	1,191,046	1,496,087
Contingency Total	0	0	1,191,046	1,496,087
Ending Fund Balance				
573010 Unapprop Ending Fund Balance	0	0	5,262,589	6,530,528
Ending Fund Balance Total	0	0	5,262,589	6,530,528

MARION COUNTY FY 2019-20 BUDGET
BY NON-DEPARTMENTAL
NON DEPARTMENTAL OPERATIONS

General Fund Total	12,949,670	15,782,479	27,696,757	24,336,541
115 - Non Departmental Grants	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Materials and Services				
Contracted Services				
525153 Fiscal Agent Services	0	16,457	4,200	0
525251 Child Care Services	0	50,000	50,000	50,000
525255 Veterans Services	0	77,803	219,770	291,409
525999 Other Contracted Services	0	128,754	4,700	0
Contracted Services Total	0	273,015	278,670	341,409
Materials and Services Total	0	273,015	278,670	341,409
Transfers Out				
561250 Transfer to Sheriff Grants	42,163	59,554	187,639	211,664
Transfers Out Total	42,163	59,554	187,639	211,664
Contingency				
571010 Contingency	0	0	165,691	111,346
Contingency Total	0	0	165,691	111,346
Ending Fund Balance				
573010 Unapprop Ending Fund Balance	0	0	489,642	490,323
Ending Fund Balance Total	0	0	489,642	490,323
Non Departmental Grants Total	42,163	332,570	1,121,642	1,154,742
155 - Tax Title Land Sales	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Materials and Services				
Supplies				
521010 Office Supplies	8	0	100	100
Supplies Total	8	0	100	100
Materials				
522060 Sign Materials	245	0	100	500
522160 Small Departmental Equipment	140	0	100	100
Materials Total	385	0	200	600
Communications				
523050 Postage	76	0	100	0
Communications Total	76	0	100	0
Utilities				
524010 Electricity	0	0	150	150
524050 Water	0	0	0	500
524090 Garbage Disposal and Recycling	0	0	200	1,250
Utilities Total	0	0	350	1,900
Contracted Services				
525360 Public Works Services	0	2,207	0	0
525715 Advertising	489	2,242	2,000	2,000
525735 Mail Services	191	141	0	250

MARION COUNTY FY 2019-20 BUDGET
BY NON-DEPARTMENTAL
NON DEPARTMENTAL OPERATIONS

155 - Tax Title Land Sales	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Materials and Services				
525999 Other Contracted Services	44	10,167	51,500	55,000
Contracted Services Total	724	14,757	53,500	57,250
Repairs and Maintenance				
526030 Building Maintenance	1,369	4,896	2,500	3,000
526050 Grounds Maintenance	196	2,572	1,000	1,000
Repairs and Maintenance Total	1,564	7,468	3,500	4,000
Rentals				
527120 Motor Pool Mileage	45	482	250	500
527300 Equipment Rental	0	2,150	750	500
Rentals Total	45	2,632	1,000	1,000
Miscellaneous				
529110 Mileage Reimbursement	0	53	100	150
529120 Commercial Travel	5	0	0	0
529130 Meals	0	27	75	150
529140 Lodging	112	452	450	500
529220 Conferences	250	250	350	500
529300 Dues and Memberships	50	50	100	100
529880 Recording Charges	483	663	500	500
529920 Auctions	673	243	2,500	2,550
529999 Miscellaneous Expense	4,393	2,416	53,500	50,000
Miscellaneous Total	5,966	4,154	57,575	54,450
Materials and Services Total	8,768	29,010	116,325	119,300
Administrative Charges				
611100 County Admin Allocation	420	405	471	1,505
611230 Courier Allocation	30	25	23	47
611255 Benefits Allocation	140	145	154	310
611260 Human Resources Allocation	533	520	619	1,344
611300 Legal Services Allocation	9,306	7,405	8,355	10,144
611400 Information Tech Allocation	370	383	464	4,222
611410 FIMS Allocation	221	181	185	1,421
611420 Telecommunications Allocation	45	0	0	199
611430 Info Tech Direct Charges	0	0	0	630
611600 Finance Allocation	241	241	281	1,044
611800 MCBEE Allocation	13	3	11	64
612100 IT Equipment Use Charges	33	36	68	380
Administrative Charges Total	11,352	9,344	10,631	21,310
Special Payments				
551300 Distributions to Tax Districts	300,000	110,000	383,622	188,968
Special Payments Total	300,000	110,000	383,622	188,968

MARION COUNTY FY 2019-20 BUDGET
BY NON-DEPARTMENTAL
NON DEPARTMENTAL OPERATIONS

155 - Tax Title Land Sales	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Transfers Out				
561580 Transfer to Central Services	46,247	47,249	39,399	90,000
Transfers Out Total	46,247	47,249	39,399	90,000
Contingency				
571010 Contingency	0	0	100,000	50,000
Contingency Total	0	0	100,000	50,000
Ending Fund Balance				
573010 Unapprop Ending Fund Balance	0	0	96,353	211,734
Ending Fund Balance Total	0	0	96,353	211,734
Tax Title Land Sales Total	366,367	195,603	746,330	681,312
170 - Block Grant	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Transfers Out				
561100 Transfer to General Fund	0	0	4,183	0
Transfers Out Total	0	0	4,183	0
Block Grant Total	0	0	4,183	0
185 - Criminal Justice Assessment	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Materials and Services				
Supplies				
521070 Departmental Supplies	0	0	200	100
521300 Safety Clothing	0	0	100	100
Supplies Total	0	0	300	200
Communications				
523090 Long Distance Charges	13	8	20	20
Communications Total	13	8	20	20
Contracted Services				
525555 Security Services	318,169	333,048	290,185	301,100
Contracted Services Total	318,169	333,048	290,185	301,100
Repairs and Maintenance				
526011 Dept Equipment Maintenance	5,173	6,169	10,000	10,000
526030 Building Maintenance	0	0	1,000	1,000
Repairs and Maintenance Total	5,173	6,169	11,000	11,000
Materials and Services Total	323,355	339,224	301,505	312,320
Administrative Charges				
611410 FIMS Allocation	3,703	4,525	4,005	3,684
611600 Finance Allocation	1,057	1,469	1,727	1,482
611800 MCBEE Allocation	212	76	250	166
Administrative Charges Total	4,972	6,070	5,982	5,332

MARION COUNTY FY 2019-20 BUDGET
BY NON-DEPARTMENTAL
NON DEPARTMENTAL OPERATIONS

185 - Criminal Justice Assessment	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Capital Outlay				
531600 Computer Hardware Capital	8,039	0	0	0
Capital Outlay Total	8,039	0	0	0
Transfers Out				
561100 Transfer to General Fund	150,000	151,505	177,333	151,154
561125 Transfer to Juvenile Grants	150,000	151,505	177,334	151,154
561180 Transfer to Comm Corrections	150,000	151,505	177,334	151,154
Transfers Out Total	450,000	454,515	532,001	453,462
Contingency				
571010 Contingency	0	0	61,978	20,000
Contingency Total	0	0	61,978	20,000
Ending Fund Balance				
573010 Unapprop Ending Fund Balance	0	0	630,474	608,232
Ending Fund Balance Total	0	0	630,474	608,232
Criminal Justice Assessment Total	786,366	799,809	1,531,940	1,399,346
210 - County Schools	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Special Payments				
551200 Distributions to Schools	614,068	421,456	1,338,829	951,000
Special Payments Total	614,068	421,456	1,338,829	951,000
County Schools Total	614,068	421,456	1,338,829	951,000
381 - Rainy Day	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Reserve for Future Expenditure				
572010 Reserve for Future Expenditure	0	0	2,281,631	2,312,431
Reserve for Future Expenditure Total	0	0	2,281,631	2,312,431
Rainy Day Total	0	0	2,281,631	2,312,431
410 - Debt Service	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Debt Service Principal				
541100 Principal Payments	4,184,588	4,446,522	5,255,120	5,591,419
Debt Service Principal Total	4,184,588	4,446,522	5,255,120	5,591,419
Debt Service Interest				
542100 Interest Payments	3,279,489	3,173,770	3,193,161	3,030,027
Debt Service Interest Total	3,279,489	3,173,770	3,193,161	3,030,027
Ending Fund Balance				
573010 Unapprop Ending Fund Balance	0	0	2,370,927	2,803,401
Ending Fund Balance Total	0	0	2,370,927	2,803,401
Debt Service Total	7,464,077	7,620,291	10,819,208	11,424,847

MARION COUNTY FY 2019-20 BUDGET
BY NON-DEPARTMENTAL
NON DEPARTMENTAL OPERATIONS

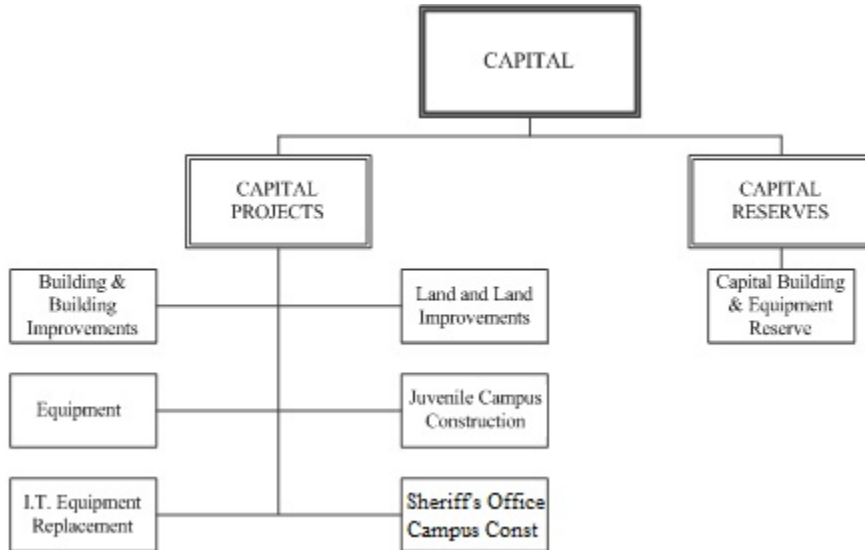
580 - Central Services	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Materials and Services				
Contracted Services				
525110 Consulting Services	108,065	10,080	125,000	30,000
525999 Other Contracted Services	0	0	70,000	40,000
Contracted Services Total	108,065	10,080	195,000	70,000
Miscellaneous				
529230 Training	40,478	32,107	55,000	50,000
Miscellaneous Total	40,478	32,107	55,000	50,000
Materials and Services Total	148,542	42,187	250,000	120,000
Administrative Charges				
611100 County Admin Allocation	2,100	752	1,660	1,429
611410 FIMS Allocation	5,847	2,016	3,562	3,054
611600 Finance Allocation	1,669	654	1,536	1,229
Administrative Charges Total	9,616	3,422	6,758	5,712
Central Services Total	158,158	45,609	256,758	125,712
585 - Self Insurance				
Materials and Services				
Supplies				
521010 Office Supplies	118	0	0	0
521070 Departmental Supplies	174	1,091	2,500	500
521110 First Aid Supplies	0	0	0	2,500
521310 Safety Equipment	64	3,596	5,000	5,000
Supplies Total	356	4,687	7,500	8,000
Materials				
522150 Small Office Equipment	1,808	0	3,000	0
522160 Small Departmental Equipment	8,583	6,373	6,000	0
Materials Total	10,391	6,373	9,000	0
Contracted Services				
525152 Accounting Services	1,018	1,019	2,702	2,000
525450 Subscription Services	33,800	27,676	44,900	17,000
525610 Insurance Adjustors	0	0	500	500
525620 Insurance Brokers	37,287	38,406	39,000	39,000
525630 Insurance Admin Services	73,875	74,400	75,800	88,400
525999 Other Contracted Services	1,815	0	12,500	12,500
Contracted Services Total	147,795	141,501	175,402	159,400
Repairs and Maintenance				
526021 Computer Software Maintenance	50	0	0	0
Repairs and Maintenance Total	50	0	0	0
Insurance				
528120 WC Insurance Premiums	138,779	125,687	105,000	90,000

MARION COUNTY FY 2019-20 BUDGET
BY NON-DEPARTMENTAL
NON DEPARTMENTAL OPERATIONS

585 - Self Insurance	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Materials and Services				
528130 Property Insurance Premiums	192,859	210,137	200,000	209,000
528150 Health Insurance Premiums	20,026,917	21,310,552	23,152,853	24,350,600
528160 Dental Insurance Premiums	1,998,995	2,012,572	2,279,656	2,419,900
528170 Life Insurance Premiums	141,685	145,986	173,055	181,500
528180 Disability Insurance Premiums	288,985	296,240	380,388	407,000
528190 County HSA Contributions	120,538	126,872	145,000	108,500
528310 Excess Workers Comp Insurance	100,113	88,838	100,000	90,000
528320 Excess Liability Insurance	126,974	129,684	150,000	154,000
528410 Liability Claims	57,671	389,910	843,000	977,300
528415 Auto Claims	50,355	42,596	75,000	214,900
528430 Unemployment Claims	226,390	218,787	347,821	363,800
528460 Long Term Disability Claims	15,260	(1,000)	7,500	0
528510 Workers Comp Claims	691,585	567,351	487,200	596,500
Insurance Total	24,177,107	25,664,211	28,446,473	30,163,000
Miscellaneous				
529210 Meetings	655	561	500	1,500
529220 Conferences	4,135	0	2,500	0
529230 Training	4,725	1,407	2,500	2,000
529430 Safety Incentives EAIP	0	10,711	28,500	63,500
Miscellaneous Total	9,515	12,679	34,000	67,000
Materials and Services Total	24,345,213	25,829,452	28,672,375	30,397,400
Administrative Charges				
611300 Legal Services Allocation	120,208	157,471	111,600	139,400
Administrative Charges Total	120,208	157,471	111,600	139,400
Transfers Out				
561480 Xfer to Capital Impr Projects	25,000	25,000	0	0
Transfers Out Total	25,000	25,000	0	0
Contingency				
571010 Contingency	0	0	4,427,734	2,000,000
Contingency Total	0	0	4,427,734	2,000,000
Ending Fund Balance				
573010 Unapprop Ending Fund Balance	0	0	2,542,752	3,888,710
573050 Self Insurance Reserves	0	0	4,579,000	5,338,900
Ending Fund Balance Total	0	0	7,121,752	9,227,610
Self Insurance Total	24,490,421	26,011,923	40,333,461	41,764,410
Non Departmental Operations Grand Total	46,871,291	51,209,740	86,130,739	84,150,341

MARION COUNTY FY 2019-20 BUDGET
 BY NON-DEPARTMENTAL
 CAPITAL

CAPITAL



Capital outlay or capital expenditures are typically purchases \$5,000 or greater, have a useful life of one or more years, and are tangible in nature. Capital budget items range from equipment purchases to repairs, remodeling and renovation, to new construction. After purchase or construction, costs of operation, maintenance, insurance, debt service and other expenditures are budgeted in operating budgets. Marion County uses a Life Cycle Costing Analysis (LCCA) methodology that links our capital expenditures with criteria that measure and score factors such as: age, condition, return on investment (ROI), and Fire/Life/Safety (FLS) needs. This methodology helps decision makers prioritize and determine the most cost effective option to repair, maintain, dispose or purchase goods or products.

Due to capital budgets being large, one-time (nonrecurring) activities, program budgets and actual expenditures vary widely from year-to-year, as do the number of funds that record capital improvement projects.

The Capital Budget is comprised of three funds and six active programs. The funds are: (1) Capital Building and Equipment Reserve; (2) Capital Improvement Projects; and (3) Facility Renovation Fund. The programs are: (1) Building and Building Improvements; (2) Equipment; (3) IT Equipment Replacement; (4) Land and Land Improvements; (5) Juvenile Campus Construction; and (6) Capital Building and Equipment Reserve. Programs showing prior year activity in the budget document have either been completed or discontinued.

The Fleet Management and Roads and Bridges Construction programs are recorded with the Public Works Department budget.

MARION COUNTY FY 2019-20 BUDGET
 BY NON-DEPARTMENTAL
 CAPITAL

FUNDS					
Fund Name	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	% of Total
RESOURCES					
FND 383 Capital Building and Equipment	293,669	296,831	135,994	137,101	0.6%
FND 455 Facility Renovation	23,754,602	25,837,706	14,780,926	7,992,635	36.2%
FND 480 Capital Improvement Projects	6,031,825	7,125,891	16,392,519	13,942,661	63.2%
TOTAL RESOURCES	30,080,096	33,260,428	31,309,439	22,072,397	100.0%
REQUIREMENTS					
FND 383 Capital Building and Equipment	0	162,400	135,994	137,101	0.6%
FND 455 Facility Renovation	4,155,507	12,160,491	14,780,926	7,992,635	36.2%
FND 480 Capital Improvement Projects	2,728,234	1,196,991	16,392,519	13,942,661	63.2%
TOTAL REQUIREMENTS	6,883,740	13,519,883	31,309,439	22,072,397	100.0%

MARION COUNTY FY 2019-20 BUDGET
 BY NON-DEPARTMENTAL
 CAPITAL

PROGRAMS

	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Bldgs and Bldg Improvements	16,601,722	9,769,689	5,687,619	6,739,050	18.5%
Equipment	4,278,075	4,975,804	12,562,431	10,371,147	-17.4%
IT Equipment Replacement	436,394	410,166	470,071	945,081	101.1%
Land and Land Improvements	143,275	43,820	129,940	9,416	-92.8%
Juvenile Campus Construction	6,218,399	7,065,735	9,321,998	3,870,602	-58.5%
Sheriffs Office Campus Const	2,108,561	10,698,385	3,001,386	0	-100.0%
Capital Bldg and Eq Reserve	293,669	296,831	135,994	137,101	0.8%
TOTAL RESOURCES	30,080,096	33,260,428	31,309,439	22,072,397	-29.5%
REQUIREMENTS					
Bldgs and Bldg Improvements	3,585,466	1,820,517	5,687,619	6,739,050	18.5%
Equipment	1,954,672	656,932	12,562,431	10,371,147	-17.4%
IT Equipment Replacement	381,954	263,827	470,071	945,081	101.1%
Land and Land Improvements	143,275	43,820	129,940	9,416	-92.8%
Juvenile Campus Construction	277,368	1,434,906	9,321,998	3,870,602	-58.5%
Sheriffs Office Campus Const	541,005	9,137,481	3,001,386	0	-100.0%
Capital Bldg and Eq Reserve	0	162,400	135,994	137,101	0.8%
TOTAL REQUIREMENTS	6,883,740	13,519,883	31,309,439	22,072,397	-29.5%

MARION COUNTY FY 2019-20 BUDGET
BY NON-DEPARTMENTAL
CAPITAL

Bldgs and Bldg Improvements Program

- Accounts for capital building projects including acquisition, construction, renovation, and repairs.

Program Summary

Capital	Program: Bldgs and Bldg Improvements				
	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Charges for Services	14,326	41,546	0	0	n.a.
Interest	127,001	131,618	20,851	12,578	-39.7%
General Fund Transfers	115,424	530,813	1,656,345	331,900	-80.0%
Other Fund Transfers	(36,619)	(8,950,545)	212,793	0	-100.0%
Financing Proceeds	9,950,000	5,000,000	0	0	n.a.
Net Working Capital	6,431,591	13,016,256	3,797,630	6,394,572	68.4%
TOTAL RESOURCES	16,601,722	9,769,689	5,687,619	6,739,050	18.5%
REQUIREMENTS					
Capital Outlay	3,038,499	1,820,517	3,469,020	2,122,081	-38.8%
Debt Service Interest	15,967	0	0	0	n.a.
Transfers Out	531,000	0	0	0	n.a.
Contingency	0	0	382,440	572,733	49.8%
Reserve for Future Expenditure	0	0	1,836,159	4,044,236	120.3%
TOTAL REQUIREMENTS	3,585,466	1,820,517	5,687,619	6,739,050	18.5%

Bldgs and Bldg Improvements Program Budget Justification

RESOURCES

Resources are comprised of Interest Earnings, General Fund Transfers, and Net Working Capital from incomplete FY 2018-19 projects that continue in FY 2019-20.

REQUIREMENTS

Capital Outlay of \$2,122,081 accounts for seven continuing projects and two new projects as detailed below:

Continuing Projects - Total \$1,546,719:

1. \$ 618,142 Jail Parking Lot Paving
2. \$ 590,041 Jail Boiler Replacement
3. \$ 266,039 Health Roof Replacement
4. \$ 50,000 CH2 Audible Fire Alarm System
5. \$ 10,842 Jail Fire Alarm
6. \$ 8,513 Transition Center Fire Alarm
7. \$ 3,142 Courthouse Sidewalk

New Projects - Total \$575,362:

1. \$ 535,000 Jail, Transition Center, and Juvenile Detention Center Lock Replacement
2. \$ 40,362 Jail Administration Fire Sprinkler System

Contingency is allocated \$572,733 and Reserve for Future Expenditure is held for other future projects.

MARION COUNTY FY 2019-20 BUDGET
BY NON-DEPARTMENTAL
CAPITAL

Equipment Program

- Accounts for capital acquisition of equipment, furnishings, computer hardware, software, and telecommunications.

Program Summary

Capital	Program: Equipment				
	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Admin Cost Recovery	0	0	356,602	0	-100.0%
General Fund Transfers	880,398	2,397,631	4,426,142	1,948,100	-56.0%
Other Fund Transfers	205,367	254,770	3,353,483	2,601,604	-22.4%
Net Working Capital	3,192,311	2,323,403	4,426,204	5,821,443	31.5%
TOTAL RESOURCES	4,278,075	4,975,804	12,562,431	10,371,147	-17.4%
REQUIREMENTS					
Capital Outlay	1,954,672	640,098	8,913,891	6,825,461	-23.4%
Transfers Out	0	16,834	140,942	137,255	-2.6%
Contingency	0	0	447,761	47,761	-89.3%
Reserve for Future Expenditure	0	0	3,059,837	3,360,670	9.8%
TOTAL REQUIREMENTS	1,954,672	656,932	12,562,431	10,371,147	-17.4%

Equipment Program Budget Justification

RESOURCES

Resources of \$10,371,147 consists of Net Working Capital, General Fund Transfers, and Other Fund Transfers from the Health and Human Services Fund.

REQUIREMENTS

Capital Outlay of \$6,825,461 accounts for 11 continuing projects and 9 new projects as detailed below:

Continuing Projects - Total \$5,560,113:

- | | |
|--|---|
| 1. \$2,601,604 Health Records System | 7. \$ 200,000 Courthouse Security Camera Matrix |
| 2. \$ 750,000 Jail Management System | 8. \$ 150,000 Jail Matrix Controller |
| 3. \$ 507,180 DA Case Management System | 9. \$ 110,000 Jail Video Storage Phase 3 |
| 4. \$ 472,100 IT Network Redesign | 10. \$ 100,000 Assessor's Pictometry |
| 5. \$ 318,000 Computing System Replacement | 11. \$ 76,229 Jail Video Storage PREA |
| 6. \$ 275,000 Juvenile Furnishings | |

New Projects - Total \$1,265,348:

1. \$ 658,000 Data Network Rewire
2. \$ 460,000 Assessment and Tax Software
3. \$ 78,000 Courthouse Furniture
4. \$ 20,000 Password Manager Software
5. \$ 15,000 Jail Washer
6. \$ 11,348 Dog Kennel Grills
7. \$ 9,000 Jail Dryer
8. \$ 9,000 Transition Center Dryer
9. \$ 5,000 IT Security Program - Phase 2 of 2

The Transfer Out amount of \$137,255 is to move funding related to fiber projects to the Public Works Fund where all fiber projects will be managed in one department budget. Contingency is allocated \$47,761 and Reserve for Future Expenditure is held for other future projects.

MARION COUNTY FY 2019-20 BUDGET
BY NON-DEPARTMENTAL
CAPITAL

IT Equipment Replacement Program

- Accounts for various capital expenditures for information technology network equipment such as telecom switches and air bridges, computer system upgrades, and computer hardware that is past its life expectancy.

Program Summary

Capital	Program: IT Equipment Replacement				
	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Admin Cost Recovery	331,935	355,726	323,731	475,010	46.7%
Other Fund Transfers	(137,530)	0	0	0	n.a.
Settlements	28,903	0	0	0	n.a.
Net Working Capital	213,086	54,441	146,340	470,071	221.2%
TOTAL RESOURCES	436,394	410,166	470,071	945,081	101.1%
REQUIREMENTS					
Capital Outlay	381,954	263,827	0	154,002	n.a.
Reserve for Future Expenditure	0	0	470,071	791,079	68.3%
TOTAL REQUIREMENTS	381,954	263,827	470,071	945,081	101.1%

IT Equipment Replacement Program Budget Justification

RESOURCES

Resources of \$945,081 includes \$475,010 in Administrative Cost Recoveries and \$470,071 in Net Working Capital.

REQUIREMENTS

Capital Outlay of \$154,002 accounts for the purchase of Nimble Data Storage for FY 2019-20.

The balance of funds available is allocated to Reserve for Future Expenditure for future years' projects.

MARION COUNTY FY 2019-20 BUDGET
 BY NON-DEPARTMENTAL
 CAPITAL

Land and Land Improvements Program

- Accounts for capital acquisition of land, other land improvements, and related repairs.

Program Summary

Capital	Program: Land and Land Improvements				
	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Other Fund Transfers	(8,072)	43,820	120,643	0	-100.0%
Net Working Capital	151,347	0	9,297	9,416	1.3%
TOTAL RESOURCES	143,275	43,820	129,940	9,416	-92.8%
REQUIREMENTS					
Capital Outlay	143,275	43,820	129,940	9,416	-92.8%
TOTAL REQUIREMENTS	143,275	43,820	129,940	9,416	-92.8%

Land and Land Improvements Program Budget Justification

RESOURCES

Resources consist of Net Working Capital of \$9,416.

REQUIREMENTS

Capital Outlay of \$9,416 is for improvements to the Walking Yard at the Dog Shelter.

MARION COUNTY FY 2019-20 BUDGET
BY NON-DEPARTMENTAL
CAPITAL

Juvenile Campus Construction Program

- The Juvenile Campus Construction Program was established in FY 14-15 for the design of a Juvenile Administration Building, and a new Courtroom on the Juvenile Campus.

Program Summary

Capital	Program: Juvenile Campus Construction				
	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Interest	47,157	58,704	96,738	18,969	-80.4%
General Fund Transfers	0	1,066,000	0	0	n.a.
Net Working Capital	6,171,241	5,941,030	9,225,260	3,851,633	-58.2%
TOTAL RESOURCES	6,218,399	7,065,735	9,321,998	3,870,602	-58.5%
REQUIREMENTS					
Capital Outlay	277,368	1,434,906	9,321,998	3,870,602	-58.5%
TOTAL REQUIREMENTS	277,368	1,434,906	9,321,998	3,870,602	-58.5%

Juvenile Campus Construction Program Budget Justification

RESOURCES

Resources of \$3,870,602 is comprised of interest earnings estimated at \$18,969 and Net Working Capital of \$3,851,633.

REQUIREMENTS

Capital Outlay of \$3,870,602 is to complete construction of the Juvenile Administration Building. The project was initiated in FY 16-17 and became an active project late in FY 17-18. Completion is expected in fall 2019.

MARION COUNTY FY 2019-20 BUDGET
 BY NON-DEPARTMENTAL
 CAPITAL

Sheriffs Office Campus Const Program

- The Sheriff's Office Campus Construction Program was established in FY 14-15 for the design and construction of an office building to house Parole and Probation and the Central District Office.

Program Summary

Capital	Program: Sheriffs Office Campus Const				
	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Intergovernmental State	475,921	0	0	0	n.a.
Interest	7,157	13,367	0	0	n.a.
General Fund Transfers	368,725	0	1,000,000	0	-100.0%
Other Fund Transfers	814,505	9,117,461	0	0	n.a.
Net Working Capital	442,253	1,567,556	2,001,386	0	-100.0%
TOTAL RESOURCES	2,108,561	10,698,385	3,001,386	0	-100.0%
REQUIREMENTS					
Capital Outlay	541,005	9,137,481	3,001,386	0	-100.0%
TOTAL REQUIREMENTS	541,005	9,137,481	3,001,386	0	-100.0%

Sheriffs Office Campus Const Program Budget Justification

REQUIREMENTS

This project was completed in FY 2018-19.

MARION COUNTY FY 2019-20 BUDGET
BY NON-DEPARTMENTAL
CAPITAL

Capital Bldg and Eq Reserve Program

- This is a reserve fund established for long-term capital and equipment needs.

Program Summary

Capital	Program: Capital Bldg and Eq Reserve				
	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 PROPOSED	+/- %
RESOURCES					
Interest	2,287	3,162	1,678	2,648	57.8%
Net Working Capital	291,383	293,669	134,316	134,453	0.1%
TOTAL RESOURCES	293,669	296,831	135,994	137,101	0.8%
REQUIREMENTS					
Transfers Out	0	162,400	0	0	n.a.
Reserve for Future Expenditure	0	0	135,994	137,101	0.8%
TOTAL REQUIREMENTS	0	162,400	135,994	137,101	0.8%

Capital Bldg and Eq Reserve Program Budget Justification

RESOURCES

Resources of \$137,101 consist of estimated interest earnings of \$2,648 and Net Working Capital of \$134,453.

REQUIREMENTS

\$137,101 remains in reserve for future long-term capital needs.

MARION COUNTY FY 2019-20 BUDGET
BY NON-DEPARTMENTAL
CAPITAL

Resources by Fund Detail				
383 - Capital Building and Equipment	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Interest				
361000 Investment Earnings	2,287	3,162	1,678	2,648
Interest Total	2,287	3,162	1,678	2,648
Net Working Capital				
392000 Net Working Capital Unrestr	291,383	293,669	134,316	134,453
Net Working Capital Total	291,383	293,669	134,316	134,453
Capital Building and Equipment Total	293,669	296,831	135,994	137,101
455 - Facility Renovation	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Intergovernmental State				
332990 Other State Revenues	475,921	0	0	0
Intergovernmental State Total	475,921	0	0	0
Charges for Services				
344999 Other Reimbursements	0	2,446	0	0
Charges for Services Total	0	2,446	0	0
Interest				
361000 Investment Earnings	158,904	170,165	103,709	31,547
Interest Total	158,904	170,165	103,709	31,547
General Fund Transfers				
381100 Transfer from General Fund	368,725	1,066,000	1,000,000	80,000
General Fund Transfers Total	368,725	1,066,000	1,000,000	80,000
Financing Proceeds				
383100 Loan Proceeds	9,950,000	5,000,000	0	0
Financing Proceeds Total	9,950,000	5,000,000	0	0
Net Working Capital				
392000 Net Working Capital Unrestr	12,801,052	19,599,096	13,677,217	7,881,088
Net Working Capital Total	12,801,052	19,599,096	13,677,217	7,881,088
Facility Renovation Total	23,754,602	25,837,706	14,780,926	7,992,635
480 - Capital Improvement Projects	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Charges for Services				
342810 CH2 Condo Fees Transit	14,287	37,600	0	0
344999 Other Reimbursements	38	1,500	0	0
Charges for Services Total	14,326	39,100	0	0
Admin Cost Recovery				
413100 IT Equipment Use Allocation	331,935	355,726	680,333	475,010
Admin Cost Recovery Total	331,935	355,726	680,333	475,010
Interest				
361000 Investment Earnings	22,411	33,525	13,880	0
Interest Total	22,411	33,525	13,880	0

MARION COUNTY FY 2019-20 BUDGET
BY NON-DEPARTMENTAL
CAPITAL

480 - Capital Improvement Projects	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
General Fund Transfers				
381100 Transfer from General Fund	995,822	2,928,443	6,082,487	2,200,000
General Fund Transfers Total	995,822	2,928,443	6,082,487	2,200,000
Other Fund Transfers				
381125 Transfer from Juvenile Grants	0	92,660	0	0
381130 Transfer from Public Works	0	10,000	0	0
381165 Xfr from Lottery and Econ Dev	0	19,836	0	0
381190 Transfer from Health	0	0	3,686,919	2,601,604
381255 Xfr from Traffic Safety Team	0	155,610	0	0
381260 Transfer from Law Library	8,151	0	0	0
381383 Xfr from Capital Bldg and Eq	0	162,400	0	0
381455 Xfr from Facility Renovation	531,000	0	0	0
381585 Transfer from Self Insurance	25,000	25,000	0	0
Other Fund Transfers Total	564,151	465,506	3,686,919	2,601,604
Settlements				
382100 Settlements	28,903	0	0	0
Settlements Total	28,903	0	0	0
Net Working Capital				
392000 Net Working Capital Unrestr	4,074,277	3,303,591	5,928,900	8,666,047
Net Working Capital Total	4,074,277	3,303,591	5,928,900	8,666,047
Capital Improvement Projects Total	6,031,825	7,125,891	16,392,519	13,942,661
Capital Grand Total	30,080,096	33,260,428	31,309,439	22,072,397

MARION COUNTY FY 2019-20 BUDGET
BY NON-DEPARTMENTAL
CAPITAL

Requirements by Fund Detail				
383 - Capital Building and Equipment	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Transfers Out				
561480 Xfer to Capital Impr Projects	0	162,400	0	0
Transfers Out Total	0	162,400	0	0
Reserve for Future Expenditure				
572010 Reserve for Future Expenditure	0	0	135,994	137,101
Reserve for Future Expenditure Total	0	0	135,994	137,101
Capital Building and Equipment Total	0	162,400	135,994	137,101
455 - Facility Renovation	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Capital Outlay				
531300 Departmental Equipment Capital	0	20,020	176,280	0
534100 Building Construction	3,454,068	12,046,608	13,081,057	4,995,643
534101 Building Design	10,170	0	0	0
534102 Structural Assurance Testing	8,378	0	0	0
534103 Construction Management	133,872	788	0	0
534300 Special Construction	2,052	93,076	782,861	0
534600 Site Improvements	0	0	618,142	618,142
Capital Outlay Total	3,608,540	12,160,491	14,658,340	5,613,785
Debt Service Interest				
542900 Issuance Costs	15,967	0	0	0
Debt Service Interest Total	15,967	0	0	0
Transfers Out				
561480 Xfer to Capital Impr Projects	531,000	0	0	0
Transfers Out Total	531,000	0	0	0
Contingency				
571010 Contingency	0	0	122,586	356,933
Contingency Total	0	0	122,586	356,933
Reserve for Future Expenditure				
572010 Reserve for Future Expenditure	0	0	0	2,021,917
Reserve for Future Expenditure Total	0	0	0	2,021,917
Facility Renovation Total	4,155,507	12,160,491	14,780,926	7,992,635
480 - Capital Improvement Projects	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Capital Outlay				
531300 Departmental Equipment Capital	720,325	233,098	2,010,366	1,497,348
531600 Computer Hardware Capital	772,145	375,726	6,474,708	4,743,113
531700 Computer Software Capital	844,156	35,239	428,817	739,002
531800 Telephone Systems	0	317,669	0	0
534100 Building Construction	35,114	128,434	962,160	375,756

MARION COUNTY FY 2019-20 BUDGET
BY NON-DEPARTMENTAL
CAPITAL

480 - Capital Improvement Projects	Actual FY 16-17	Actual FY 17-18	Budget FY 18-19	Proposed FY 19-20
Capital Outlay				
534300 Special Construction	208,149	27,586	140,477	0
534600 Site Improvements	148,345	62,406	161,367	12,558
Capital Outlay Total	2,728,234	1,180,158	10,177,895	7,367,777
Transfers Out				
561130 Transfer to Public Works	0	16,834	140,942	137,255
Transfers Out Total	0	16,834	140,942	137,255
Contingency				
571010 Contingency	0	0	707,615	263,561
Contingency Total	0	0	707,615	263,561
Reserve for Future Expenditure				
572010 Reserve for Future Expenditure	0	0	5,366,067	6,174,068
Reserve for Future Expenditure Total	0	0	5,366,067	6,174,068
Capital Improvement Projects Total	2,728,234	1,196,991	16,392,519	13,942,661
Capital Grand Total	6,883,740	13,519,883	31,309,439	22,072,397

MARION COUNTY FY 2019-20 BUDGET
BY NON-DEPARTMENTAL
CAPITAL

In addition to county capital budget funds, the Department of Public Works manages capital projects within operating funds. The capital expenditures are recorded by project using cost accounting. Public Works Fund projects are primarily related to roads, bridges, and ferries. Environmental Services Fund capital expenditures are for solid waste management projects, notably site improvements. Fleet Management Fund capital outlays are for vehicle purchases.

Also, from time-to-time departments have unique capital outlay projects in operating funds that relate to specific activities only associated with the budgeted fund's operations. Below is a summary of all countywide capital outlay.

SUMMARY OF COUNTYWIDE CAPITAL BUDGET

FY 2019-20

FY 16-17 Actual Exp	FY 17-18 Actual Exp	FUNDS	FY 18-19 Budget	FY 19-20 Proposed	Increase or (Decrease)	+/- % Prior Budget
2,728,234	1,180,158	Capital Improvement Projects	10,177,895	7,367,777	(2,810,118)	-27.6%
3,608,540	12,160,491	Facility Renovation	14,658,340	5,613,785	(9,044,555)	-61.7%
6,336,774	13,340,649	Capital Funds Total	24,836,235	12,981,562	(11,854,673)	-47.7%
-	-	Building Inspection	21,500	-	(21,500)	-100.0%
110,500	3,264	Environmental Services	555,381	1,258,100	702,719	126.5%
1,265,225	1,375,458	Fleet Management	1,418,397	2,304,055	885,658	62.4%
170,996	150,644	Parks	199,700	127,140	(72,560)	-36.3%
7,516,809	7,307,219	Public Works	16,687,449	19,355,461	2,668,012	16.0%
27,109	84,340	Stormwater Management	309,230	231,750	(77,480)	-25.1%
9,800	-	Surveyor	-	-	-	0.0%
9,100,439	8,920,925	Public Works Dept Total	19,191,657	23,276,506	4,084,849	21.3%
8,039	-	Criminal Justice Assessment	-	-	-	0.0%
528,826	472,963	Health and Human Services	698,204	-	(698,204)	-100.0%
6,000	19,292	Sheriff Grants	199,978	41,440	(158,538)	-79.3%
4,999	18,527	Traffic Safety Team	60,000	-	(60,000)	-100.0%
-	-	Enhanced Public Safety ESSD	17,400	11,600	(5,800)	-33.3%
547,864	510,782	Other Funds Total	975,582	53,040	(916,742)	-94.0%
15,985,077	22,772,355	County Capital Total	45,003,474	36,311,108	(8,686,566)	-19.3%

MARION COUNTY FY 2019-20 BUDGET
BY NON-DEPARTMENTAL
CAPITAL

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MARION COUNTY FY 2019-20 BUDGET
LINE ITEM DETAIL

OVERVIEW

At the end of each department budget there are line item detail reports for all of the funds managed by that department. However, there are two funds (General Fund and Central Services Fund) that are shared by multiple departments so that the detail shown for each of these departments is only a portion of the total fund.

Countywide

All funds combined expenditure details in their entirety. Therefore the total fund information is identified in this section.

Countywide Resources detail begins on page 539.
Countywide Requirements detail begins on page 547.

General Fund

The General Fund is comprised of: (1) Assessor's Office; (2) Clerk's Office; (3) Community Services Department; (4) District Attorney's Office; (5) Justice Court; (6) Juvenile Department; (7) Sheriff's Office; (8) Treasurer; and (9) General Fund Non-Departmental Operations.

General Fund Resources detail begins on page 557.
General Fund Requirements detail begins on page 560.

Central Services Fund

The Central Services Fund is comprised of: (1) Board of Commissioners' Office; (2) Business Services Department; (3) Finance Department; (4) Information Technology Department; (5) Legal Department; and (6) Central Services Non-Departmental Operations.

Central Services Fund Resources detail begins on page 567.
Central Services Fund Requirements detail begins on page 569.

MARION COUNTY FY 2019-20 BUDGET
LINE ITEM DETAIL

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MARION COUNTY FY 2019-20 BUDGET

LINE ITEM DETAIL

COUNTYWIDE					
Resources					
	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 19-20
	ACTUAL	ACTUAL	BUDGET	REQUESTED	PROPOSED
Taxes					
311100 Property Taxes Current Year	65,801,530	68,409,263	71,342,750	74,410,488	74,410,488
311200 Property Taxes Prior Years	1,141,268	945,542	1,995,300	1,030,000	1,030,000
311300 Prop Tx Interest and Penalties	392,300	292,754	300,000	300,000	300,000
312110 Franchise Fees Trash Collect	374,695	389,749	400,000	400,000	400,000
312200 Franchise Fees Cable TV	349,117	344,836	330,000	330,000	330,000
312300 Severance Taxes	5,592	6,706	7,530	7,530	7,530
Total Taxes	68,064,503	70,388,850	74,375,580	76,478,018	76,478,018
Licenses and Permits					
321000 Marriage Licenses	64,825	59,275	65,000	65,000	65,000
322000 Dog Licenses	345,769	302,042	371,899	360,000	360,000
322020 Animal Rescue Licenses	650	875	750	500	500
323010 Structural Permits	2,990,428	3,229,389	3,050,000	3,200,000	3,200,000
323020 Construction Plan Reviews	29,376	17,550	30,000	30,000	30,000
324010 Driveway Permits	11,522	13,144	12,000	12,000	12,000
324020 Right Of Way Permits	18,709	24,864	18,000	18,000	18,000
324060 Removal Agreements	1,877	2,184	1,200	1,000	1,000
324070 Road Closure Permits	750	300	750	750	750
324080 Event and Film Permits	4,000	4,800	2,500	2,500	2,500
324090 Sign Permits	125	0	0	0	0
324100 Transportation Permits	1,576	512	500	500	500
324110 Single Trip Permits	27,984	25,528	25,000	25,000	25,000
324120 COVP Transp Permits County	60,750	47,800	50,000	50,000	50,000
324130 COVP Transp Permits Other	69,456	64,925	47,000	50,000	50,000
324140 Non COVP State Permits	1,169	745	500	750	750
325010 Alarm Permits	58,010	58,160	58,000	56,420	56,420
Total Licenses and Permits	3,686,976	3,852,091	3,733,099	3,872,420	3,872,420
Intergovernmental Federal					
331001 Payment in Lieu of Taxes	99,742	432,052	94,500	97,520	97,520
331010 Secure Rural Schools Title I	0	1,153,252	1,037,000	198,000	498,000
331011 Secure Rural Schools Title II	3,995	128,754	0	0	0
331012 Secure Rural Schools Title III	0	112,660	97,149	0	0
331013 State Criminal Alien Asst Pgm	102,032	0	0	0	0
331014 US Dept of Agriculture	154,077	40,061	9,939	100,000	100,000
331015 USDA Forest Service	231,927	214,760	50,000	226,000	226,000
331016 DOI BLM O and C Lands Act	274,515	285,785	300,000	300,000	0
331024 US Dept of Justice DEA	0	0	17,374	17,374	17,374
331026 US Dept of Justice	8,901	0	90,100	521,352	521,352
331030 US Dept of Transportation	0	86,754	409,000	875,500	875,500
331210 Oregon Dept of Education	0	6,848	0	0	0

MARION COUNTY FY 2019-20 BUDGET

LINE ITEM DETAIL

COUNTYWIDE					
Resources					
	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 19-20
	ACTUAL	ACTUAL	BUDGET	REQUESTED	PROPOSED
331211 Oregon State Police	23,642	8,346	70,195	10,000	10,000
331212 Oregon Health Authority	21,373	36,044	97,399	0	0
331221 OHSU CaCoon Contract	119,933	89,950	64,250	74,250	74,250
331222 Oregon Housing Community Svcs	4,200	3,935	4,200	3,000	3,000
331223 Oregon Dept of Justice	1,566,788	1,584,501	1,782,741	1,798,090	1,798,090
331224 USDA Child Nutrition Cluster	86,141	83,415	66,726	0	0
331225 Oregon State Sheriffs Assn	36,445	27,165	24,000	54,000	54,000
331227 Emergency Management Grant	156,806	181,712	160,000	160,000	160,000
331228 Oregon Military Department	73,750	116,295	120,230	18,585	18,585
331229 Oregon Dept of Transportation	1,657,689	1,139,441	4,564,622	7,811,250	7,811,250
331231 Oregon DHS Water Contract	93,521	81,772	118,882	118,881	118,881
331232 DHS Public Health Contract	1,817,865	1,774,534	1,723,093	1,558,634	1,558,634
331233 DHS Mental Health Contract	1,613,889	1,398,401	1,072,865	1,023,520	1,023,520
331234 DHS Title IV E Reimbursement	611,072	361,954	473,274	270,400	270,400
331301 BIA Chemawa School Contract	547,931	457,000	356,374	354,150	354,150
331990 Other Federal Revenues	403,069	469,533	107,092	59,592	59,592
Total Intergovernmental Federal	9,709,302	10,274,928	12,911,005	15,650,098	15,650,098
Intergovernmental State					
332010 Chapter 530 Forest Rehab	1,540,325	631,889	1,936,500	1,726,500	1,726,500
332011 OLCC General	1,761,377	1,850,771	1,943,275	2,044,325	2,044,325
332012 OLCC Alcohol and Drug	277,517	300,162	288,880	300,880	300,880
332013 Gas Tax	19,614,691	21,541,933	23,244,500	24,191,000	24,191,000
332014 Cigarette Tax	291,497	286,591	279,880	280,720	280,720
332015 Electric Coop Tax	234,695	256,371	251,000	261,000	261,000
332016 Amusement Devise Tax	75,163	74,846	75,000	75,000	75,000
332017 Private Rail Car Tax	6,421	4,833	5,750	6,500	6,500
332018 RV Parks Apportionment	303,803	311,992	295,000	295,000	295,000
332019 County Assmt Funding CAFFA	1,052,874	1,032,257	1,103,493	1,103,493	1,103,493
332021 Video Lottery	1,632,657	1,812,714	1,865,897	1,993,993	1,993,993
332031 Oregon Department of Justice	123,852	128,718	191,393	316,634	316,634
332035 ODOJ Unitary Assessment Grant	190,660	190,660	190,660	190,660	190,660
332040 Marine Board	146,345	149,813	147,671	138,155	138,155
332060 Oregon DHS Health Contract	847,218	853,006	1,194,625	1,253,491	1,253,491
332061 Oregon DHS Mental Health	17,779,179	23,436,499	22,046,370	21,464,153	21,501,663
332062 Oregon DHS Juvenile Dependency	136,181	136,181	136,181	0	0
332068 Oregon Health Authority	0	0	1,003,982	1,349,376	1,349,376
332070 Community Corrections SB 1145	11,379,716	12,870,395	12,870,394	12,173,000	12,173,000
332071 Community Corrections Subsidy	33,166	35,176	35,178	35,178	35,178
332072 OR CJC Justice Reinvestment	1,714,029	1,919,961	1,919,962	2,006,255	2,006,255
332074 Oregon Dept of Corrections	0	0	1,247,918	776,408	776,408
332084 Oregon Youth Authority	0	0	990,479	977,398	977,398

MARION COUNTY FY 2019-20 BUDGET

LINE ITEM DETAIL

	COUNTYWIDE				
	Resources				
	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 REQUESTED	FY 19-20 PROPOSED
332085 Oregon Dept Veterans Affairs	0	162,799	219,770	219,770	219,770
332087 OR Dept Environmental Quality	126,202	51,746	0	57,200	57,200
332088 OR Parks and Recreation Dept	0	0	26,250	36,708	36,708
332089 Oregon Department of Education	0	0	206,910	206,910	206,910
332090 ODOT STP Exchange Revenues	940,000	1,175,000	821,000	788,000	788,000
332091 Oregon Dept of Transportation	13,081	535,557	1,872,750	854,250	854,250
332200 County Fair Subsidies	53,667	53,167	53,167	53,167	53,167
332990 Other State Revenues	2,448,986	3,999,409	225,575	81,875	81,875
Total Intergovernmental State	62,723,301	73,802,446	76,689,410	75,256,999	75,294,509
Intergovernmental Local					
335500 MV Behavioral Care Network	14,832,243	12,583,989	14,820,727	13,851,328	13,851,328
335510 MVBCN Other	218,977	115,262	130,652	44,687	44,687
335520 MVBCN Contracts	1,063,876	1,910,432	210,503	0	0
335530 MVBCN MPCHP	62,400	36,400	0	0	0
335950 Local Government Grants	0	0	39,000	0	0
Total Intergovernmental Local	16,177,496	14,646,083	15,200,882	13,896,015	13,896,015
Charges for Services					
341042 Marion Cty Justice Court Fees	603,463	544,864	540,000	500,000	500,000
341060 Law Library Fees	314,262	299,056	299,056	299,229	299,229
341070 Filing Fees	39,410	40,287	40,000	40,000	40,000
341080 Recording Fees	1,577,626	1,476,846	1,533,060	1,200,000	1,200,000
341090 Passport Application Fees	141,775	140,465	85,000	100,000	100,000
341100 Assessment and Taxation Fees	32,412	32,180	30,000	30,000	30,000
341110 Corner Restoration Record Fees	473,917	454,224	460,000	400,000	400,000
341120 Road Vacation Fees	0	0	5,000	5,000	5,000
341140 Planning Fees	241,864	320,108	225,000	325,000	325,000
341150 Sheriff Service Fees	319,591	243,163	225,000	226,900	226,900
341160 Gun Permit Fees	257,570	264,250	252,030	255,748	255,748
341170 Witness Fees	502	555	500	500	500
341180 Crime Report Fees	22,318	20,755	20,000	20,000	20,000
341200 Towing Fees	30,945	28,540	27,120	20,640	20,640
341210 False Alarm Fees	18,982	13,930	15,000	15,000	15,000
341220 Supervision Fees	832,991	875,690	854,000	854,000	854,000
341230 Client Fees	231,387	308,926	309,250	397,450	397,450
341232 Insurance Fees	157,511	208,456	203,600	223,350	223,350
341240 Food Service Fees	38,673	67,313	39,700	65,400	65,400
341280 Detention Fees	63,005	2,370	0	0	0
341290 Site Plan Review Fees	2,084	4,408	7,000	7,000	7,000
341330 Health Inspection Fees	776,127	858,134	800,000	900,115	900,115
341350 Birth and Death Certificates	368,531	398,016	370,000	400,000	400,000
341370 Medicaid Fees	4,826,795	5,285,311	5,747,705	5,305,637	5,305,637

MARION COUNTY FY 2019-20 BUDGET

LINE ITEM DETAIL

COUNTYWIDE					
Resources					
	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 REQUESTED	FY 19-20 PROPOSED
341380 Workshop Fees	2,989	1,560	0	0	0
341400 Tax Collector Fees	99,240	82,671	140,000	145,000	145,000
341420 Assessor Fees	43,237	39,563	46,000	25,000	25,000
341430 Copy Machine Fees	205,792	207,011	200,066	196,565	196,565
341440 Vending Machine Fees	131,584	127,325	105,600	112,996	112,036
341450 Pay Telephone Fees	73,805	67,141	54,484	117,729	117,729
341460 Fax Fees	11	10	10	10	10
341490 Ferrous Metal Fees	328,533	667,817	359,100	390,600	390,600
341500 Electricity Generation Fees	1,470,239	1,610,854	1,600,000	1,600,000	1,600,000
341520 System Development Charges	629,676	511,086	475,000	539,000	539,000
341530 Gate Receipts	75,934	76,791	78,780	67,750	67,750
341540 Food Booth Fees	34,256	43,375	42,735	35,250	35,250
341550 Commercial Space Rental Fees	28,008	23,252	25,981	22,000	22,000
341555 Sponsor Fees	54,374	84,180	57,774	70,000	70,000
341560 Carnival Fees	19,659	18,273	21,532	16,000	16,000
341565 Stall Fees	2,910	2,777	2,777	2,750	2,750
341580 Camping Fees	17,202	16,631	16,700	17,500	17,500
341590 Impound Fees	22,418	23,734	22,000	22,650	22,650
341600 Board Fees	28,151	30,217	28,000	28,500	28,500
341605 Dog Adoption Fees	58,997	47,925	52,000	55,200	55,200
341620 User Fees	209,913	280,689	217,935	182,935	182,935
341630 Service Charges	1,035	1,396	300	300	300
341635 Returned Check Fees	100	595	100	100	100
341670 Surveyor Fees	126,231	133,330	110,000	120,000	120,000
341690 Attorney Fees	158,963	181,506	131,100	165,600	165,600
341700 Victim Assistance Fees	1,903	1,836	2,200	2,200	2,200
341701 Children Assistance Fees	0	0	14,000	11,500	11,500
341710 Juvenile Probation Fees	37,124	30,476	18,500	18,500	18,500
341711 Juvenile Probation Fees FAA	3,220	6,404	6,000	6,000	6,000
341712 Juvenile Probation Fees MIP	2,275	475	0	0	0
341720 Appeal Fees	1,425	2,550	1,000	5,000	5,000
341750 Medicare Fees	198,786	195,299	232,400	195,400	195,400
341820 County Clerk Records Fees	150,938	145,926	150,000	150,000	150,000
341840 Work Crew Fees	405,513	486,749	499,750	366,750	366,750
341860 Grand Safety Station Fees	191	495	200	225	225
341880 Ownership Doc Processing Fees	23,341	0	26,000	0	0
341940 Declaration Domestic Partners	150	75	200	200	200
341950 Retail Sales	239,361	214,607	224,200	209,515	209,515
341952 Styrofoam Recycling	0	0	33,895	33,895	33,895
341955 Wood and Compost Sales	0	55,027	60,000	60,000	60,000
341998 Dog Shelter Donation Credits	(1,577)	(1,778)	0	0	0

MARION COUNTY FY 2019-20 BUDGET

LINE ITEM DETAIL

COUNTYWIDE					
Resources					
	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 REQUESTED	FY 19-20 PROPOSED
341999 Other Fees	112,903	125,558	76,477	257,477	257,477
342100 Building Rentals	202,942	179,590	171,032	172,494	172,494
342200 Property Leases	314,954	270,924	284,893	318,886	318,886
342310 Parking Permits	252,213	286,999	265,785	273,000	273,000
342400 Fleet Rentals	1,656,058	1,606,681	1,736,061	1,512,462	1,512,462
342410 Motor Pool Mileage Charges	43,706	45,132	48,000	46,750	46,750
342510 Wheatland Ferry Tolls	579,841	603,811	600,000	615,000	615,000
342520 Buena Vista Ferry Tolls	54,474	86,840	70,000	82,000	82,000
342551 Stormwater Commercial Fees	105,412	158,454	124,053	124,053	124,053
342552 Stormwater Fees	392,392	376,831	408,190	408,190	408,190
342553 Stormwater MF Residential Fees	85,521	94,472	102,334	102,334	102,334
342610 Browns Island Tipping Fees	655,305	788,809	772,200	576,158	576,158
342620 Waste to Energy Tipping Fees	9,886,520	12,335,331	12,893,216	12,843,669	12,843,669
342640 N Marion Tipping Fees	1,558,905	1,934,634	1,718,009	2,271,488	2,271,488
342645 Appliance Metal Recovery Fees	0	6,639	0	0	0
342650 SKRTS Tipping Fees	4,946,220	5,741,828	5,646,654	6,109,116	6,109,116
342660 Browns Island Composting Fees	74,432	84,941	82,935	67,812	67,812
342672 Medical Waste Blue Bin Fees	760,210	1,083,135	988,131	1,079,838	1,079,838
342673 Medical Waste Gray Bin Fees	508,181	840,144	843,337	795,089	795,089
342674 WTEF Supplemental Waste Fees	233,786	205,433	200,000	181,916	181,916
342675 WTEF Suppl Waste Environ Fees	12,675	15,494	0	14,553	14,553
342690 Other Tipping Fees	290,993	131,079	0	0	0
342695 Paint Recycling Fees	15,247	0	0	0	0
342810 CH2 Condo Fees Transit	14,287	37,600	0	0	0
342910 Public Records Request Charges	0	3,498	4,725	3,450	3,450
344100 Election Reimbursements	269,111	431,300	50,000	50,000	50,000
344250 Telephone Use Reimbursement	82,314	89,640	76,450	76,450	76,450
344300 Restitution	3,715	2,605	3,000	500	500
344701 Felony DUII Reimbursemt SB395	117,753	115,811	75,000	100,000	100,000
344800 EAIP Reimbursement	96,292	107,901	103,000	78,000	78,000
344999 Other Reimbursements	232,915	304,157	101,552	95,983	77,991
345100 Sale of Capital Assets	210,551	250,787	233,500	160,000	160,000
345200 Foreclosed Property Sales	19,077	155,814	200,000	200,000	200,000
345300 Surplus Property Sales	2,196	966	0	0	0
345400 Document Fees	3,998	1,424	0	0	0
347001 PW Services to Counties	147,241	106,294	167,500	131,000	131,000
347002 PW Services to Cities	586,901	653,667	570,800	471,500	471,500
347003 PW Services to Svc Districts	297,145	304,252	373,583	292,117	292,117
347004 PW Services to Other Agencies	162,118	55,790	69,000	71,500	71,500
347005 PW Services to County Depts	1,663,442	1,143,418	1,245,466	1,214,172	1,214,172
347006 DA Services to County Depts	134,600	157,724	185,817	185,204	185,204

MARION COUNTY FY 2019-20 BUDGET

LINE ITEM DETAIL

COUNTYWIDE					
Resources					
	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 REQUESTED	FY 19-20 PROPOSED
347101 Central Svcs to Other Agencies	207,621	194,597	111,126	110,633	110,633
347201 SO Enforcement Services	996,053	1,070,948	2,764,091	2,722,934	2,722,934
347202 Code Enforcement Services	150,581	160,534	156,339	160,467	160,467
347401 Health Svcs to County Depts	280,768	288,507	268,130	535,187	535,187
347402 Health Svcs to Other Agencies	208,390	181,360	209,379	188,163	188,163
347403 Mental Health Services	218,685	227,365	291,008	294,442	294,442
347405 Medicaid Admin Services	144,249	104,990	150,000	132,000	132,000
347406 Drug Treatment Services	2,135	648	2,000	0	0
347501 Comm Svcs to Other Agencies	29,968	34,442	0	0	0
348100 Liability Insurance	1,368,799	1,255,799	1,442,000	1,271,400	1,271,400
348200 Workers Comp Insurance	836,026	831,744	727,200	744,100	744,100
348300 Medical Insurance	20,268,535	21,512,350	23,152,853	24,350,600	24,350,600
348310 Dental Insurance	2,011,078	2,019,554	2,279,656	2,419,900	2,419,900
348320 Health Savings Accounts	120,470	126,940	145,000	108,500	108,500
348400 Group Term Life Insurance	142,978	147,008	173,055	181,500	181,500
348500 Long Term Disability Insurance	291,220	298,283	387,888	407,000	407,000
348600 Unemployment Insurance	322,285	288,296	350,621	366,600	366,600
348700 Wellness Program	52,946	53,361	50,000	45,000	45,000
348800 Employee Assistance Program	38,669	39,452	40,702	52,600	52,600
Total Charges for Services	70,735,651	77,067,280	80,336,088	81,656,776	81,637,824
Admin Cost Recovery					
411100 County Admin Allocation	1,966,906	1,979,832	2,313,155	2,579,178	2,453,209
411200 Business Services Allocation	0	0	641,342	668,613	668,613
411210 Facilities Mgt Allocation	2,454,153	2,643,063	2,725,908	3,106,879	2,991,879
411220 Custodial Allocation	1,267,455	1,316,886	1,258,569	1,321,758	1,321,758
411230 Courier Allocation	84,072	71,044	56,527	60,962	60,962
411250 Risk Management Allocation	416,952	474,172	506,361	556,750	556,750
411255 Benefits Allocation	391,296	412,044	382,394	399,031	399,031
411260 Human Resources Allocation	1,494,748	1,485,479	1,686,122	1,874,474	1,804,866
411300 Legal Services Allocation	1,255,519	1,382,376	1,606,093	1,646,854	1,646,854
411400 Information Tech Allocation	6,263,466	6,310,118	8,913,479	10,008,327	9,836,315
411410 FIMS Allocation	2,651,094	2,570,933	1,851,385	1,733,011	1,733,011
411600 Finance Allocation	2,238,747	2,358,378	2,713,100	2,910,398	2,881,398
411800 MCBEE Allocation	158,159	45,609	156,758	125,712	125,712
412100 PERS Debt Service Assessments	4,460,752	4,758,866	5,361,980	4,819,557	4,819,557
413100 IT Equipment Use Allocation	331,935	355,726	680,333	0	475,010
440020 PW Internal Equipment Charges	0	0	0	0	0
440110 PW Capital Labor Charges	0	0	0	0	0
450100 Program Chargebacks	0	0	0	0	0
Total Admin Cost Recovery	25,435,254	26,164,526	30,853,506	31,811,504	31,774,925

MARION COUNTY FY 2019-20 BUDGET

LINE ITEM DETAIL

COUNTYWIDE					
Resources					
	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 REQUESTED	FY 19-20 PROPOSED
Fines and Forfeitures					
351100 Dog Fines	6,986	7,843	6,000	6,500	6,500
351200 Traffic Fines	1,994,804	2,181,742	2,025,822	2,100,010	2,100,010
351500 Weighmaster Fines	7,223	11,937	15,000	15,000	15,000
351600 Liquor Control Fines	0	240	0	0	0
352300 Civil Forfeitures	321	1,027	0	0	0
353100 County Assessments	436,979	510,557	446,886	453,462	453,462
353200 Court Security	288,255	193,454	246,683	242,603	242,603
Total Fines and Forfeitures	2,734,568	2,906,801	2,740,391	2,817,575	2,817,575
Interest					
361000 Investment Earnings	1,139,078	1,599,109	1,241,007	1,621,149	1,621,149
364100 Interfund Loan Interest	6,852	8,370	7,376	9,579	9,579
364900 Loan Repayment Interest	35,006	22,984	17,700	13,744	13,744
365000 Investment Fee	485,523	454,521	471,040	500,000	500,000
Total Interest	1,666,459	2,084,984	1,737,123	2,144,472	2,144,472
Other Revenues					
371000 Miscellaneous Income	91,533	41,554	66,011	69,750	69,750
371100 Recoveries from Collections	9,373	4,243	5,650	7,150	7,150
372000 Over and Short	(338)	1,591	200	2,100	2,100
373100 Special Program Donations	131,824	116,785	136,640	115,435	115,435
373200 Victims Assistance Donations	19,743	28,216	18,000	10,000	10,000
373500 Private Foundation Grants	110,833	190,119	0	25,000	25,000
374100 Block Grant Loan Principal	1,200	400	0	0	0
374300 Interfund Loan Principal	102,143	102,143	102,143	102,143	102,143
374900 Loan Repayment Principal	253,581	291,018	32,600	26,720	26,720
Total Other Revenues	719,891	776,070	361,244	358,298	358,298
General Fund Transfers					
381100 Transfer from General Fund	11,273,132	14,296,809	18,451,915	11,122,345	12,954,722
Total General Fund Transfers	11,273,132	14,296,809	18,451,915	11,122,345	12,954,722
Other Fund Transfers					
381115 Transfer from Non Dept Grants	42,163	59,554	187,639	211,664	211,664
381125 Transfer from Juvenile Grants	0	92,660	19,773	0	0
381130 Transfer from Public Works	0	10,000	34,700	75,350	75,350
381155 Xfr from Tax Title Land Sales	46,247	47,249	39,399	90,000	90,000
381160 Xfr from Community Svcs Grants	0	0	34,753	0	0
381165 Xfr from Lottery and Econ Dev	324,000	343,836	324,000	324,000	324,000
381170 Transfer from CD Block Grants	0	0	4,183	0	0
381180 Transfer from Comm Corrections	3,757,582	4,035,704	4,381,690	4,149,602	4,149,602
381185 Transfer from Criminal Justice	450,000	454,515	532,001	453,462	453,462
381190 Transfer from Health	429,625	382,221	4,199,138	3,016,899	3,041,899
381245 Xfr from Public Safety ESSD	0	0	126,888	0	102,838

MARION COUNTY FY 2019-20 BUDGET

LINE ITEM DETAIL

COUNTYWIDE					
Resources					
	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 REQUESTED	FY 19-20 PROPOSED
381250 Transfer from Sheriff Grants	0	14,162	0	2,266	0
381255 Xfr from Traffic Safety Team	104,915	255,610	100,000	275,000	275,000
381260 Transfer from Law Library	8,151	0	0	0	0
381270 Transfer from County Fair	0	47,557	0	0	0
381330 Transfer from Building Insp	27,255	0	28,683	0	0
381383 Xfr from Capital Bldg and Eq	0	162,400	0	0	0
381455 Xfr from Facility Renovation	531,000	0	0	0	0
381480 Xfr from Capital Impr Projects	0	16,834	140,942	137,255	137,255
381510 Transfer from Env Services	0	0	58,800	51,260	51,260
381515 Xfr from Stormwater Management	25,000	0	1,000	55,000	55,000
381585 Transfer from Self Insurance	25,000	25,000	0	0	0
Total Other Fund Transfers	5,770,938	5,947,302	10,213,589	8,841,758	8,967,330
Settlements					
382100 Settlements	618,832	307,818	183,555	15,000	15,000
Total Settlements	618,832	307,818	183,555	15,000	15,000
Financing Proceeds					
383100 Loan Proceeds	9,950,000	5,000,000	0	0	0
Total Financing Proceeds	9,950,000	5,000,000	0	0	0
Net Working Capital					
391000 Net Working Capital Restricted	19,473,296	18,584,487	16,339,645	13,934,500	13,934,500
392000 Net Working Capital Unrestr	97,354,087	109,757,171	119,859,761	115,478,381	115,475,452
Total Net Working Capital	116,827,384	128,341,658	136,199,406	129,412,881	129,409,952
GRAND TOTAL	406,093,687	435,857,645	463,986,793	453,334,159	455,271,158

MARION COUNTY FY 2019-20 BUDGET

LINE ITEM DETAIL

COUNTYWIDE					
Requirements					
	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 19-20
	ACTUAL	ACTUAL	BUDGET	REQUESTED	PROPOSED
Personnel Services					
Salaries and Wages					
511020 Salaries and Wages Budget Only	0	0	34,019	0	0
511110 Regular Wages	67,106,783	69,141,536	93,528,829	97,110,671	95,718,985
511120 Temporary Wages	2,189,528	2,389,159	2,413,691	2,458,996	2,441,647
511130 Vacation Pay	4,460,752	4,656,431	0	0	0
511140 Sick Pay	2,841,883	3,169,812	0	0	0
511150 Holiday Pay	3,683,341	3,859,737	0	0	0
511160 Comp Time Pay	662,983	650,875	97,798	99,190	99,190
511170 Standby Pay	12	12	0	0	0
511180 Differential Pay	55,272	71,177	58,978	50,603	50,603
511210 Compensation Credits	1,984,900	1,927,237	1,835,365	1,732,210	1,726,690
511220 Pager Pay	212,185	243,999	215,537	212,887	212,887
511240 Leave Payoff	456,644	636,148	239,199	132,420	77,036
511250 Training Pay	13,885	23,244	34,205	58,892	43,168
511260 Election Workers	73,527	33,874	60,000	60,000	60,000
511270 Leadworker Pay	3,051	4,746	2,950	2,200	2,200
511280 Cell Phone Pay	19,252	17,989	12,564	6,133	6,133
511290 Health Insurance Waiver Pay	115,950	126,422	134,400	158,400	153,600
511410 Straight Pay	144,005	152,108	68,130	96,822	96,822
511420 Premium Pay	2,303,592	2,336,332	1,993,817	2,056,512	2,056,512
511430 Court Time	70,901	65,153	86,481	85,362	85,362
511450 Premium Pay Temps	43,805	43,741	56,956	42,990	42,990
511470 Extra Duty Contract Pay	50,967	58,992	0	0	0
511930 Clothing Allowance	9,400	6,800	8,200	8,200	8,200
Total Salaries and Wages	86,502,619	89,615,524	100,881,119	104,372,488	102,882,025
Fringe Benefits					
512010 Fringe Benefits Budget Only	0	0	578,646	807,355	801,560
512110 PERS	12,677,403	15,973,122	18,430,542	22,715,011	22,393,251
512120 401K	626,819	649,870	699,205	723,893	719,688
512130 PERS Debt Service	4,419,727	4,742,425	5,730,008	5,245,763	5,171,459
512200 FICA	6,497,783	6,700,230	7,449,885	7,716,669	7,608,961
512310 Medical Insurance	19,360,290	20,303,186	23,243,567	24,326,285	23,930,762
512320 Dental Insurance	1,921,129	1,906,723	2,295,514	2,417,532	2,378,217
512330 Group Term Life Insurance	141,687	146,189	174,259	181,340	178,645
512340 Long Term Disability Insurance	288,600	296,670	390,580	406,595	400,542
512400 Unemployment Insurance	319,420	286,719	353,412	366,274	361,093
512520 Workers Comp Insurance	38,520	35,896	48,409	48,984	48,084
512600 Wellness Program	52,485	53,090	60,879	61,682	60,482
512610 Employee Assistance Program	38,333	39,252	41,133	52,446	51,425

MARION COUNTY FY 2019-20 BUDGET

LINE ITEM DETAIL

COUNTYWIDE					
Requirements					
	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 REQUESTED	FY 19-20 PROPOSED
512700 County HSA Contributions	120,090	126,940	92,195	109,797	109,797
Total Fringe Benefits	46,502,285	51,260,314	59,588,234	65,179,626	64,213,966
Total Personnel Services	133,004,904	140,875,837	160,469,353	169,552,114	167,095,991
Materials and Services					
Supplies					
521010 Office Supplies	367,007	360,613	371,836	374,066	368,591
521030 Field Supplies	199,263	197,214	217,011	212,010	210,860
521040 Institutional Supplies	241,662	238,904	212,544	227,504	216,620
521050 Janitorial Supplies	147,826	150,977	149,698	157,586	155,736
521051 Janitorial Chemicals	2,649	0	0	0	0
521052 Janitorial Floor Care	3,380	1,431	5,750	3,500	3,500
521060 Electrical Supplies	24,779	23,858	48,300	59,400	59,400
521070 Departmental Supplies	335,695	294,439	349,250	312,832	306,512
521080 Food Supplies	91,360	85,058	106,970	189,400	96,970
521090 Uniforms and Clothing	143,211	124,244	252,104	238,700	221,337
521100 Medical Supplies	54,957	90,263	85,553	95,452	95,452
521110 First Aid Supplies	17,277	5,903	13,851	16,010	16,010
521120 Drugs	352,664	469,916	397,465	447,325	428,925
521130 Contraceptives	103,291	59,839	65,000	60,000	60,000
521140 Vaccines	53,181	54,799	40,770	47,105	47,105
521170 Educational Supplies	33,882	25,191	39,620	33,081	33,081
521190 Publications	47,732	69,868	64,579	70,613	69,973
521210 Gasoline	772,225	581,772	685,248	708,848	708,848
521220 Diesel	294,106	274,809	256,885	340,153	340,153
521230 Propane	3,414	3,424	10,280	13,530	13,530
521240 Automotive Supplies	7,754	10,731	24,150	6,500	6,500
521241 Oil and Lubricants	35,844	11,765	19,150	26,550	26,550
521300 Safety Clothing	33,192	45,199	109,787	80,158	80,158
521310 Safety Equipment	36,290	32,209	63,150	42,368	42,368
Total Supplies	3,402,640	3,212,426	3,588,951	3,762,691	3,608,179
Materials					
522010 Liquid Asphalt	852,803	1,170,990	1,485,220	1,202,400	1,202,400
522020 Crushed Rock	411,999	542,563	829,225	826,000	826,000
522030 Pipe	14,294	16,989	26,500	18,900	18,900
522050 Bridge Materials	28,340	23,796	26,980	30,000	30,000
522060 Sign Materials	59,222	135,451	102,980	115,100	115,100
522070 Paint	686,079	644,518	705,800	701,750	701,750
522080 Building Materials	6,195	10,306	21,100	6,300	6,300
522090 Chemical Sprays	41,022	60,273	55,800	75,225	75,225

MARION COUNTY FY 2019-20 BUDGET

LINE ITEM DETAIL

COUNTYWIDE					
Requirements					
	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 REQUESTED	FY 19-20 PROPOSED
522100 Parts	301,231	260,577	361,900	250,550	250,550
522110 Batteries	9,811	22,907	16,021	30,250	30,250
522120 Tires and Accessories	127,936	27,117	80,200	86,400	86,400
522140 Small Tools	19,584	32,514	42,850	43,400	43,400
522150 Small Office Equipment	144,280	125,369	157,585	174,130	159,580
522160 Small Departmental Equipment	189,400	270,943	373,682	258,900	236,161
522170 Computers Non Capital	392,800	278,030	535,250	548,609	536,718
522180 Software	125,217	110,185	134,106	143,228	142,853
522190 Asphalt Concrete	379,553	535,694	615,137	600,000	600,000
522240 Deicer	10,386	9,194	31,970	15,000	15,000
522500 Materials for Resale	78,945	99,666	104,049	94,761	94,761
Total Materials	3,879,097	4,377,084	5,706,355	5,220,903	5,171,348
Communications					
523010 Telephone Equipment	21,708	6,033	17,370	14,806	13,876
523015 Video Security Equipment	11,427	0	85,865	85,865	85,865
523020 Phone and Communication Svcs	326,689	320,036	366,580	342,641	342,641
523030 Fax	78	30	0	0	0
523040 Data Connections	254,910	275,654	297,527	309,001	307,501
523050 Postage	167,793	167,323	179,032	150,107	150,107
523060 Cellular Phones	281,076	305,985	360,928	367,781	366,931
523070 Pagers	2,618	2,580	1,400	1,400	1,400
523090 Long Distance Charges	19,512	17,477	32,318	22,548	22,548
523100 Radios and Accessories	170,536	114,079	562,793	378,319	378,319
Total Communications	1,256,347	1,209,196	1,903,813	1,672,468	1,669,188
Utilities					
524010 Electricity	1,174,219	1,156,062	1,218,850	1,211,162	1,201,222
524020 Street Light Electricity	33,842	34,466	35,102	38,366	38,366
524030 Traffic Signal Electricity	30,174	28,654	32,700	32,100	32,100
524040 Natural Gas	204,848	189,245	215,561	193,596	189,709
524050 Water	176,090	140,450	150,862	130,585	122,143
524070 Sewer	239,270	262,960	213,362	220,511	220,511
524090 Garbage Disposal and Recycling	107,086	125,563	128,564	150,320	149,918
Total Utilities	1,965,529	1,937,401	1,995,001	1,976,640	1,953,969
Contracted Services					
525110 Consulting Services	351,619	258,468	1,127,618	1,090,310	903,311
525150 Audit Services	97,590	90,320	107,550	138,000	109,000
525152 Accounting Services	14,896	23,162	5,202	33,925	33,925
525153 Fiscal Agent Services	2,400	18,107	24,850	0	0
525154 Third Party Administrators	19,364	300,925	384,880	384,105	384,105
525155 Credit Card Fees	154,262	193,765	204,417	244,405	244,405
525156 Bank Services	8,132	14,112	20,000	22,550	22,550

MARION COUNTY FY 2019-20 BUDGET

LINE ITEM DETAIL

	COUNTYWIDE				
	Requirements				
	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 19-20
	ACTUAL	ACTUAL	BUDGET	REQUESTED	PROPOSED
525158 Armored Car Services	45,882	56,145	64,970	61,600	61,600
525160 Wellness Services	2,072	4,855	13,340	13,340	13,340
525175 Temporary Staffing	40,703	37,846	14,500	41,000	26,000
525185 Community Education Services	42,586	43,895	41,000	139,250	139,250
525210 Medical Services	1,671,708	1,600,158	1,754,335	1,665,144	1,650,620
525211 Psychiatric Services	23,875	17,670	17,648	25,592	24,488
525215 Dental Services	12,728	41,216	57,866	63,246	58,680
525220 Hospital Services	89,590	198,199	141,356	163,139	152,420
525225 Ambulance Services	21,150	6,022	35,025	21,800	19,400
525235 Laboratory Services	211,685	180,230	204,630	190,975	190,975
525240 XRay Services	25,063	21,556	21,100	18,600	18,600
525246 Transcription Services	0	17,034	0	37,165	33,165
525250 Foster Care Services	17,552	32,984	61,948	49,400	49,400
525251 Child Care Services	0	50,000	50,000	50,000	50,000
525255 Veterans Services	0	77,803	219,770	291,409	291,409
525261 Social Services	1,467,884	1,449,867	1,846,355	1,205,937	1,205,937
525295 Health Providers	4,268,760	4,136,491	4,625,567	4,727,915	4,727,915
525305 Veterinary Services	34,857	23,260	38,883	50,000	50,000
525310 Laundry Services	48,292	46,337	50,674	44,650	44,650
525320 Food Services	1,116,438	1,173,738	1,231,337	1,161,309	1,221,048
525330 Transportation Services	38,768	38,606	51,201	49,150	49,150
525335 Housing Subsidies	158,852	94,276	230,991	228,464	228,464
525340 Counseling and Mentoring Svcs	1,058	0	18,803	5,000	5,000
525345 Youth Stipends	36,081	31,691	36,000	36,000	36,000
525350 Janitorial Services	105,381	113,759	88,897	167,330	167,330
525355 Engineering Services	6,300	28,198	346,100	437,500	437,500
525360 Public Works Services	145,713	309,012	340,235	308,800	303,800
525365 Striping Services	0	30,064	100,000	75,000	75,000
525370 Stormwater Services	252,444	234,007	364,541	389,768	389,768
525400 Public Safety Program Services	110,161	104,542	142,155	125,831	125,831
525405 Code Enforcement Services	150,581	160,634	159,930	160,467	160,467
525410 Dispatch Services	1,340,307	1,399,491	1,547,008	1,642,902	1,642,902
525420 Regional Area Info Network	21,889	21,889	19,700	14,384	14,384
525430 Programming and Data Services	140,657	173,729	249,500	219,500	219,500
525440 Client Assistance	83,086	111,839	192,978	152,679	152,679
525450 Subscription Services	189,958	246,714	269,634	433,058	420,058
525510 Legal Services	131,903	99,370	165,659	275,984	275,984
525515 Polygraph Services	8,890	12,110	5,500	10,000	10,000
525540 Witnesses	76,059	53,503	57,479	56,379	36,379
525541 Witness Mileage Reimbursement	9,908	6,646	8,039	10,939	7,939
525550 Court Services	2,461	3,535	3,050	3,050	3,050

MARION COUNTY FY 2019-20 BUDGET

LINE ITEM DETAIL

	COUNTYWIDE				
	Requirements				
	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 REQUESTED	FY 19-20 PROPOSED
525555 Security Services	430,975	520,988	464,517	555,629	556,729
525560 Victim Emergency Services	13,021	12,404	38,768	35,882	35,882
525610 Insurance Adjustors	0	0	500	500	500
525620 Insurance Brokers	126,150	129,934	131,000	131,000	131,000
525630 Insurance Admin Services	107,926	101,381	121,900	124,500	124,500
525710 Printing Services	342,856	422,988	442,834	412,515	410,555
525715 Advertising	288,328	302,337	454,512	400,444	400,444
525725 Drafting Blueprints and Design	18	0	0	0	0
525735 Mail Services	295,397	303,298	286,278	277,175	277,175
525740 Document Disposal Services	47,964	52,597	56,344	61,578	61,578
525770 Interpreters and Translators	94,355	81,213	91,375	98,510	98,510
525810 Waste to Energy Contract	9,943,137	10,311,387	10,653,176	10,588,083	10,588,083
525830 Transfer Station Contracts	3,180,219	4,846,280	5,548,906	6,001,492	6,001,492
525840 Solid Waste Hauling Services	8,238	2,853	0	0	0
525841 Leachate Disposal	1,194,264	716,798	1,107,000	601,673	601,673
525850 Litter Patrol Services	7,018	5,950	7,500	7,500	7,500
525861 Ash Hauling Services	1,001,183	820,283	897,700	871,425	871,425
525862 Tire Hauling Services	51,656	58,073	57,225	62,650	62,650
525864 Appliance Hauling Services	37,100	7,040	0	0	0
525870 Hazardous Waste Disposal	330,349	340,520	391,110	435,000	434,600
525871 Battery Recycling	53,724	57,833	114,500	88,400	88,400
525910 Fair 4H Contract	14,755	8,000	12,500	12,500	12,500
525915 Fair FFA Contract	6,098	6,176	6,200	6,200	6,200
525920 Fair Open Class	654	247	1,900	1,150	1,150
525925 Fair Entertainers	45,280	72,260	71,000	68,650	68,650
525930 Fair Events and Activities	27,404	47,787	47,750	46,200	46,200
525940 Fair Talent Show	275	0	0	1,275	1,275
525945 Fair Clean Up	5,000	9,909	5,000	5,000	5,000
525991 Match Payments	431,480	366,577	372,383	361,000	361,000
525999 Other Contracted Services	3,920,971	4,303,867	8,629,187	8,059,886	7,990,826
Total Contracted Services	34,805,343	37,296,763	46,773,286	46,052,768	45,732,875
Repairs and Maintenance					
526010 Office Equipment Maintenance	164,556	128,997	169,502	142,431	142,431
526011 Dept Equipment Maintenance	60,648	89,296	175,847	164,462	164,462
526012 Vehicle Maintenance	864,552	691,330	708,670	793,298	793,298
526013 Ferry Maintenance	39,407	8,249	(38,000)	30,000	30,000
526014 Radio Maintenance	16,202	25,803	19,470	34,500	34,500
526020 Computer Hardware Maintenance	115,867	123,002	151,970	210,265	210,265
526021 Computer Software Maintenance	1,112,058	1,109,962	1,394,969	1,471,131	1,471,131
526022 Telephone Maintenance	10,305	8,444	33,400	33,300	33,300
526030 Building Maintenance	444,306	584,113	492,455	575,576	568,976

MARION COUNTY FY 2019-20 BUDGET

LINE ITEM DETAIL

COUNTYWIDE					
Requirements					
	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 REQUESTED	FY 19-20 PROPOSED
526031 Elevator Maintenance	18,696	20,977	24,000	24,000	24,000
526032 Roof Maintenance	165	5,417	10,000	10,000	10,000
526040 Remodels and Site Improvements	23,585	29,431	26,712	20,300	20,300
526050 Grounds Maintenance	64,569	183,161	182,000	281,500	181,500
526055 Park Maintenance	28,060	59,490	60,000	59,000	59,000
526060 Traffic Signal Maintenance	21,785	32,450	35,200	34,000	34,000
526062 Sewer Maintenance	0	0	5,000	5,000	5,000
526070 Road Maintenance	0	0	900	0	0
Total Repairs and Maintenance	2,984,761	3,100,122	3,452,095	3,888,763	3,782,163
Rentals					
527100 Vehicle Rental	153,459	145,219	172,958	142,305	142,305
527110 Fleet Leases	1,682,290	1,633,623	1,809,255	1,782,105	1,775,805
527120 Motor Pool Mileage	43,644	45,142	51,025	47,865	47,865
527130 Parking	14,105	11,728	11,600	3,911	3,911
527140 County Parking	44,825	44,880	43,560	44,220	44,220
527200 Building Rental County	178,687	154,603	154,010	163,605	163,605
527210 Building Rental Private	1,850,737	1,867,369	2,206,922	2,517,431	2,517,431
527230 Fairgrounds Rental	9,084	11,413	12,172	13,955	13,955
527231 Fairgrounds Rental in Trade	750	78,145	60,000	60,750	60,750
527240 Condo Assn Assessments	221,936	222,435	228,315	227,049	227,049
527300 Equipment Rental	339,478	360,935	383,361	375,311	371,311
527310 Fair Equipment Rentals	21,222	43,850	52,432	46,200	46,200
Total Rentals	4,560,215	4,619,342	5,185,610	5,424,707	5,414,407
Insurance					
528110 Liability Insurance Premiums	41,275	39,255	44,224	41,724	41,724
528120 WC Insurance Premiums	138,779	125,687	105,000	90,000	90,000
528130 Property Insurance Premiums	192,859	210,137	200,000	209,000	209,000
528140 Malpractice Insurance Premiums	73,318	70,433	76,000	85,500	91,500
528150 Health Insurance Premiums	20,026,917	21,310,552	23,152,853	24,350,600	24,350,600
528160 Dental Insurance Premiums	1,998,995	2,012,572	2,279,656	2,419,900	2,419,900
528170 Life Insurance Premiums	141,685	145,986	173,055	181,500	181,500
528180 Disability Insurance Premiums	288,985	296,240	380,388	407,000	407,000
528190 County HSA Contributions	120,538	126,872	145,000	108,500	108,500
528210 Public Official Bonds	5,300	5,300	6,350	6,350	6,350
528220 Notary Bonds	1,632	1,867	1,768	1,646	1,646
528310 Excess Workers Comp Insurance	100,113	88,838	100,000	90,000	90,000
528320 Excess Liability Insurance	126,974	129,684	150,000	154,000	154,000
528410 Liability Claims	60,445	390,221	843,000	977,300	977,300
528415 Auto Claims	78,003	64,685	75,500	215,400	215,400
528430 Unemployment Claims	226,390	218,787	347,821	363,800	363,800
528460 Long Term Disability Claims	15,260	(1,000)	7,500	0	0

MARION COUNTY FY 2019-20 BUDGET

LINE ITEM DETAIL

COUNTYWIDE					
Requirements					
	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 REQUESTED	FY 19-20 PROPOSED
528510 Workers Comp Claims	691,585	567,351	487,200	596,500	596,500
Total Insurance	24,329,055	25,803,466	28,575,315	30,298,720	30,304,720
Miscellaneous					
529110 Mileage Reimbursement	127,962	140,836	143,825	157,399	154,679
529120 Commercial Travel	48,953	42,011	91,054	79,408	78,408
529130 Meals	57,229	67,194	81,468	86,810	86,635
529140 Lodging	149,763	152,340	178,371	203,672	200,622
529210 Meetings	41,800	43,933	55,251	51,187	53,187
529220 Conferences	95,742	77,427	123,905	165,237	156,437
529230 Training	381,171	355,448	585,870	514,019	507,169
529250 Tuition Reimbursement	1,500	0	3,000	0	0
529300 Dues and Memberships	282,831	286,334	380,772	351,948	342,948
529430 Safety Incentives EAIP	0	10,711	28,500	63,500	63,500
529440 Safety Grants	1,361	4,913	6,500	6,500	6,500
529450 Wellness Grants	13,500	16,575	6,500	6,500	6,500
529540 Predatory Animals	55,672	50,604	63,270	78,783	78,783
529550 Water Master	8,700	8,700	8,700	8,700	8,700
529590 Special Programs Other	201,869	92,616	98,939	50,500	50,500
529610 Homicide Investigations	4,299	7,089	7,000	7,000	7,000
529620 Narcotics Investigations	0	0	3,596	3,596	3,596
529640 Victim Restitution	55,428	53,798	74,000	60,000	60,000
529650 Pre Employment Costs	97,719	66,644	52,655	70,770	70,770
529690 Other Investigations	42,441	48,018	34,275	33,700	33,700
529740 Fairs and Shows	38,104	43,375	49,817	46,025	46,025
529820 Vehicle Registration	4,415	6,170	3,664	5,744	5,744
529830 Dog Licenses	0	2,134	96	2,340	2,340
529840 Professional Licenses	5,854	6,630	7,650	5,155	5,155
529850 Device Licenses	3,156	7,545	5,160	11,843	11,843
529860 Permits	10,889	18,785	21,770	20,050	20,050
529870 DEQ Tonnage Assessment	330,114	338,942	350,200	365,959	365,959
529880 Recording Charges	84,563	38,298	52,000	32,800	32,800
529910 Awards and Recognition	23,204	31,986	40,965	49,755	49,755
529920 Auctions	673	243	2,500	2,550	2,550
529998 Retroactive PERS Adjustments	35,479	28,989	40,000	30,000	30,000
529999 Miscellaneous Expense	76,712	65,965	160,595	135,770	135,887
Total Miscellaneous	2,281,102	2,114,257	2,761,868	2,707,220	2,677,742
Total Materials and Services	79,464,089	83,670,056	99,942,294	101,004,880	100,314,591
Administrative Charges					
611100 County Admin Allocation	1,966,906	1,979,832	2,313,154	2,579,179	2,579,179
611210 Facilities Mgt Allocation	2,454,153	2,643,063	2,925,728	3,328,547	3,328,547

MARION COUNTY FY 2019-20 BUDGET

LINE ITEM DETAIL

	COUNTYWIDE				
	Requirements				
	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 REQUESTED	FY 19-20 PROPOSED
611220 Custodial Allocation	1,267,455	1,316,886	1,491,662	1,550,397	1,550,397
611230 Courier Allocation	84,072	71,044	66,091	70,618	70,618
611250 Risk Management Allocation	416,952	474,172	523,984	576,618	576,618
611255 Benefits Allocation	391,296	412,044	447,094	462,248	462,248
611260 Human Resources Allocation	1,494,748	1,485,479	1,805,765	2,000,035	2,000,035
611300 Legal Services Allocation	1,375,727	1,539,847	1,721,338	1,786,251	1,786,251
611400 Information Tech Allocation	3,708,010	3,828,492	4,628,824	5,271,979	5,271,979
611410 FIMS Allocation	2,651,094	2,570,933	2,399,587	2,660,693	2,660,693
611420 Telecommunications Allocation	455,647	423,558	619,850	664,254	664,254
611430 Info Tech Direct Charges	2,099,809	2,058,068	3,116,606	3,144,416	3,144,416
611600 Finance Allocation	2,238,747	2,358,378	2,713,100	2,910,405	2,910,401
611800 MCBEE Allocation	158,159	45,609	156,758	125,712	125,712
612100 IT Equipment Use Charges	331,935	355,726	680,330	497,785	475,009
614100 Liability Insurance Allocation	1,368,799	1,255,799	1,445,300	1,144,024	1,271,399
614200 WC Insurance Allocation	753,999	756,900	727,199	848,701	744,101
640010 PW Internal Labor Charges	0	0	0	0	0
640020 PW Internal Equipment Charges	0	0	0	0	0
640110 PW Capital Labor Charges	0	0	0	0	0
650100 Program Chargebacks	0	0	0	0	0
650110 Billing Services Chargebacks	0	0	0	0	0
650120 Data Services Chargebacks	0	0	0	0	0
650130 Management Support Chargebacks	0	0	0	0	0
650140 Management Group Chargebacks	0	0	0	0	0
650150 Financial Services Chargebacks	0	0	0	0	0
650160 Clerical Supervision Chgbacks	0	0	0	0	0
650170 Contract Admin Chgbacks	0	0	0	0	0
Total Administrative Charges	23,217,508	23,575,828	27,782,370	29,621,862	29,621,857
Capital Outlay					
531100 Office Equipment Capital	0	21,591	0	0	0
531300 Departmental Equipment Capital	1,079,694	311,570	3,105,172	1,790,351	1,926,866
531350 Canines	6,000	0	26,301	16,440	16,440
531600 Computer Hardware Capital	780,183	384,500	6,492,108	3,306,613	4,754,713
531700 Computer Software Capital	879,141	51,239	428,817	149,135	888,137
531800 Telephone Systems	112,165	372,045	0	0	0
532100 Automobiles	353,377	868,995	429,599	2,024,607	2,304,055
532200 Pickups and Trucks	911,848	506,463	1,000,798	181,610	0
532400 Off Road Vehicles	113,111	18,759	109,000	271,200	271,200
532500 Road Maintenance Vehicles	572,777	1,069,165	976,946	542,700	542,700
532600 Ferries	40,069	32,498	898,750	835,725	835,725
533110 Road Resurfacing	3,970,475	3,482,512	4,905,400	4,450,000	4,450,000
533170 Road Construction	2,236,183	1,485,770	2,442,750	5,665,000	5,665,000

MARION COUNTY FY 2019-20 BUDGET

LINE ITEM DETAIL

COUNTYWIDE					
Requirements					
	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 REQUESTED	FY 19-20 PROPOSED
533180 Safety Improvements	39,490	111,139	1,071,750	390,500	390,500
533200 Traffic Signals	56,481	92,564	1,276,500	1,732,000	1,732,000
533500 Bridge Construction	191,361	495,595	3,444,900	3,189,100	3,189,100
534100 Building Construction	3,489,182	12,175,042	14,043,217	6,446,037	7,021,399
534101 Building Design	10,170	0	0	0	0
534102 Structural Assurance Testing	8,378	0	0	0	0
534103 Construction Management	133,872	788	0	0	0
534150 Building Acquisitions	7,000	0	0	0	0
534300 Special Construction	210,200	126,257	923,338	0	0
534600 Site Improvements	692,208	1,156,503	3,428,128	2,384,521	2,323,273
535110 Right of Way	91,713	9,361	0	0	0
Total Capital Outlay	15,985,076	22,772,355	45,003,474	33,375,539	36,311,108
Debt Service Principal					
541100 Principal Payments	4,792,555	4,802,613	5,340,120	5,676,419	5,676,419
Total Debt Service Principal	4,792,555	4,802,613	5,340,120	5,676,419	5,676,419
Debt Service Interest					
542100 Interest Payments	3,313,791	3,185,231	3,198,686	3,037,677	3,037,677
542900 Issuance Costs	15,967	0	0	0	0
Total Debt Service Interest	3,329,758	3,185,231	3,198,686	3,037,677	3,037,677
Special Payments					
551200 Distributions to Schools	614,068	421,456	1,338,829	951,000	951,000
551300 Distributions to Tax Districts	300,000	110,000	383,622	138,968	188,968
Total Special Payments	914,068	531,456	1,722,451	1,089,968	1,139,968
Transfers Out					
561100 Transfer to General Fund	4,007,582	4,334,766	4,531,320	4,446,678	4,445,678
561115 Transfer to Non Dept Grants	0	0	4,200	21,977	21,977
561125 Transfer to Juvenile Grants	1,073,870	1,135,042	256,178	151,154	151,154
561130 Transfer to Public Works	143,782	172,664	444,121	343,016	390,049
561160 Xfer to Community Svcs Grants	39,123	2,000	43,000	19,255	6,445
561180 Transfer to Comm Corrections	150,000	165,667	492,632	151,154	151,154
561190 Transfer to Health	3,730,390	3,730,390	3,795,298	4,170,593	3,914,282
561220 Transfer to Child Support	355,864	361,463	412,733	420,616	420,616
561230 Transfer to Dog Services	795,306	836,710	1,029,423	1,138,388	1,111,081
561250 Transfer to Sheriff Grants	104,303	103,670	267,680	273,079	263,460
561270 Transfer to County Fair	97,557	135,702	130,000	136,951	130,000
561300 Transfer to DA Grants	55,870	101,109	140,784	120,777	120,777
561305 Transfer to Land Use Planning	585,088	629,647	868,588	896,089	896,089
561310 Transfer to Parks	88,462	214,397	229,817	350,213	200,409
561320 Transfer to Surveyor	101,659	101,659	101,659	101,659	101,659
561410 Transfer to Debt Service	3,247,642	3,218,782	3,853,069	3,824,354	3,824,354
561455 Xfer to Facility Renovation	368,725	1,066,000	1,000,000	80,000	80,000

MARION COUNTY FY 2019-20 BUDGET

LINE ITEM DETAIL

COUNTYWIDE					
Requirements					
	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 REQUESTED	FY 19-20 PROPOSED
561480 Xfer to Capital Impr Projects	1,559,973	3,393,949	9,769,406	4,301,604	4,801,604
561580 Transfer to Central Services	453,255	540,495	889,172	575,020	581,816
561595 Transfer to Fleet Management	85,618	0	406,424	286,202	309,448
Total Transfers Out	17,044,070	20,244,112	28,665,504	21,808,779	21,922,052
Contingency					
571010 Contingency	0	0	22,442,357	20,072,334	20,781,685
Total Contingency	0	0	22,442,357	20,072,334	20,781,685
Reserve for Future Expenditure					
572010 Reserve for Future Expenditure	0	0	7,783,692	10,798,902	10,645,517
Total Reserve for Future Expenditure	0	0	7,783,692	10,798,902	10,645,517
Ending Fund Balance					
573010 Unapprop Ending Fund Balance	0	0	47,498,995	42,800,075	44,228,683
573020 Capital Improvement Reserves	0	0	9,558,497	9,156,710	9,156,710
573050 Self Insurance Reserves	0	0	4,579,000	5,338,900	5,338,900
Total Ending Fund Balance	0	0	61,636,492	57,295,685	58,724,293
GRAND TOTAL	277,752,029	299,657,489	463,986,793	453,334,159	455,271,158

MARION COUNTY FY 2019-20 BUDGET

LINE ITEM DETAIL

GENERAL FUND

Resources

	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 REQUESTED	FY 19-20 PROPOSED
Taxes					
311100 Property Taxes Current Year	65,801,530	68,409,263	71,342,750	74,410,488	74,410,488
311200 Property Taxes Prior Years	1,141,268	945,542	1,995,300	1,030,000	1,030,000
311300 Prop Tx Interest and Penalties	392,300	292,754	300,000	300,000	300,000
312200 Franchise Fees Cable TV	349,117	344,836	330,000	330,000	330,000
312300 Severance Taxes	5,592	6,706	7,530	7,530	7,530
Total Taxes	67,689,807	69,999,101	73,975,580	76,078,018	76,078,018
Licenses and Permits					
321000 Marriage Licenses	64,825	59,275	65,000	65,000	65,000
Total Licenses and Permits	64,825	59,275	65,000	65,000	65,000
Intergovernmental Federal					
331001 Payment in Lieu of Taxes	84,354	419,532	85,000	85,000	85,000
331010 Secure Rural Schools Title I	0	196,224	198,000	198,000	498,000
331013 State Criminal Alien Asst Pgm	102,032	0	0	0	0
331016 DOI BLM O and C Lands Act	274,515	285,785	300,000	300,000	0
331222 Oregon Housing Community Svcs	0	0	0	3,000	3,000
331223 Oregon Dept of Justice	28,712	27,873	28,000	28,000	28,000
331224 USDA Child Nutrition Cluster	86,141	0	0	0	0
331990 Other Federal Revenues	21,034	23,208	25,000	25,000	25,000
Total Intergovernmental Federal	596,789	952,622	636,000	639,000	639,000
Intergovernmental State					
332010 Chapter 530 Forest Rehab	932,622	374,147	1,150,000	1,025,000	1,025,000
332011 OLCC General	1,761,377	1,850,771	1,943,275	2,044,325	2,044,325
332014 Cigarette Tax	291,497	286,591	279,880	280,720	280,720
332015 Electric Coop Tax	156,542	170,999	171,000	171,000	171,000
332016 Amusement Devise Tax	75,163	74,846	75,000	75,000	75,000
332017 Private Rail Car Tax	3,916	2,904	4,000	4,000	4,000
332019 County Assmt Funding CAFFA	1,052,874	1,032,257	1,103,493	1,103,493	1,103,493
332990 Other State Revenues	25,290	716,131	0	26,000	26,000
Total Intergovernmental State	4,299,281	4,508,647	4,726,648	4,729,538	4,729,538
Charges for Services					
341042 Marion Cty Justice Court Fees	603,463	544,864	540,000	500,000	500,000
341070 Filing Fees	39,410	40,287	40,000	40,000	40,000
341080 Recording Fees	1,577,626	1,476,846	1,533,060	1,200,000	1,200,000
341090 Passport Application Fees	141,775	140,465	85,000	100,000	100,000
341100 Assessment and Taxation Fees	32,412	32,180	30,000	30,000	30,000
341150 Sheriff Service Fees	319,591	243,163	225,000	226,900	226,900
341170 Witness Fees	386	474	500	500	500
341180 Crime Report Fees	22,318	20,755	20,000	20,000	20,000
341280 Detention Fees	63,005	2,370	0	0	0

MARION COUNTY FY 2019-20 BUDGET

LINE ITEM DETAIL

GENERAL FUND

Resources

	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 REQUESTED	FY 19-20 PROPOSED
341400 Tax Collector Fees	99,240	82,671	140,000	145,000	145,000
341420 Assessor Fees	43,237	39,563	46,000	25,000	25,000
341430 Copy Machine Fees	201,234	202,682	195,000	195,000	195,000
341630 Service Charges	1,035	1,396	300	300	300
341635 Returned Check Fees	100	595	100	100	100
341720 Appeal Fees	1,425	2,550	1,000	5,000	5,000
341840 Work Crew Fees	290,688	364,950	499,750	366,750	366,750
341880 Ownership Doc Processing Fees	23,341	0	26,000	0	0
341940 Declaration Domestic Partners	150	75	200	200	200
341952 Styrofoam Recycling	0	0	33,895	33,895	33,895
341955 Wood and Compost Sales	0	0	60,000	60,000	60,000
341999 Other Fees	33,977	38,221	30,177	30,177	30,177
342200 Property Leases	0	0	0	10,378	10,378
342310 Parking Permits	245,528	247,582	226,535	226,000	226,000
342910 Public Records Request Charges	0	527	0	150	150
344100 Election Reimbursements	269,111	431,300	50,000	50,000	50,000
344300 Restitution	1,360	960	3,000	500	500
344701 Felony DUII Reimbursemt SB395	117,753	115,811	75,000	100,000	100,000
344999 Other Reimbursements	24,444	59,178	30,000	30,000	30,000
345100 Sale of Capital Assets	3,847	5,060	0	0	0
345300 Surplus Property Sales	749	0	0	0	0
347202 Code Enforcement Services	150,581	160,534	156,339	160,467	160,467
347501 Comm Svcs to Other Agencies	29,968	34,442	0	0	0
Total Charges for Services	4,337,751	4,289,500	4,046,856	3,556,317	3,556,317
Fines and Forfeitures					
351200 Traffic Fines	241,011	227,482	210,000	215,000	215,000
351600 Liquor Control Fines	0	240	0	0	0
Total Fines and Forfeitures	241,011	227,722	210,000	215,000	215,000
Interest					
361000 Investment Earnings	264,784	421,217	291,750	350,000	350,000
365000 Investment Fee	485,523	454,521	471,040	500,000	500,000
Total Interest	750,306	875,738	762,790	850,000	850,000
Other Revenues					
371000 Miscellaneous Income	20,325	33,648	30,000	30,000	30,000
372000 Over and Short	(1,426)	806	0	2,000	2,000
Total Other Revenues	18,899	34,454	30,000	32,000	32,000
General Fund Transfers					
381100 Transfer from General Fund	0	0	0	0	0
Total General Fund Transfers	0	0	0	0	0
Other Fund Transfers					
381170 Transfer from CD Block Grants	0	0	4,183	0	0

MARION COUNTY FY 2019-20 BUDGET

LINE ITEM DETAIL

GENERAL FUND					
	Resources				
	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 REQUESTED	FY 19-20 PROPOSED
381180 Transfer from Comm Corrections	3,757,582	4,035,704	4,249,804	4,019,524	4,019,524
381185 Transfer from Criminal Justice	150,000	151,505	177,333	151,154	151,154
381255 Xfr from Traffic Safety Team	100,000	100,000	100,000	275,000	275,000
381270 Transfer from County Fair	0	47,557	0	0	0
Total Other Fund Transfers	4,007,582	4,334,766	4,531,320	4,445,678	4,445,678
Settlements					
382100 Settlements	0	977	0	0	0
Total Settlements	0	977	0	0	0
Net Working Capital					
392000 Net Working Capital Unrestr	11,232,586	14,731,332	15,512,264	12,435,993	12,435,993
Total Net Working Capital	11,232,586	14,731,332	15,512,264	12,435,993	12,435,993
GRAND TOTAL	93,238,838	100,014,132	104,496,458	103,046,544	103,046,544

MARION COUNTY FY 2019-20 BUDGET

LINE ITEM DETAIL

GENERAL FUND

Requirements

	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 REQUESTED	FY 19-20 PROPOSED
Personnel Services					
Salaries and Wages					
511020 Salaries and Wages Budget Only	0	0	70,695	0	0
511110 Regular Wages	23,938,565	24,629,568	32,495,977	33,447,021	32,780,901
511120 Temporary Wages	768,087	711,131	793,975	800,752	800,752
511130 Vacation Pay	1,610,380	1,672,248	0	0	0
511140 Sick Pay	913,714	1,042,718	0	0	0
511150 Holiday Pay	1,350,460	1,412,038	0	0	0
511160 Comp Time Pay	330,868	276,459	82,221	73,949	73,949
511180 Differential Pay	6,447	16,533	37,871	24,269	24,269
511210 Compensation Credits	908,541	884,613	889,120	829,252	823,731
511220 Pager Pay	59,136	62,554	60,287	60,287	60,287
511240 Leave Payoff	188,228	249,383	145,641	55,384	0
511250 Training Pay	614	1,919	27,430	50,865	35,141
511260 Election Workers	73,527	33,874	60,000	60,000	60,000
511270 Leadworker Pay	1,099	2,028	450	0	0
511280 Cell Phone Pay	9,853	9,379	6,844	6,133	6,133
511290 Health Insurance Waiver Pay	28,077	29,577	31,200	38,400	38,400
511410 Straight Pay	62,563	77,378	31,205	61,538	61,538
511420 Premium Pay	1,537,767	1,461,140	1,080,418	1,052,828	1,052,828
511430 Court Time	64,778	59,444	62,411	60,572	60,572
511450 Premium Pay Temps	7,031	6,301	0	0	0
511470 Extra Duty Contract Pay	4,804	4,820	0	0	0
511930 Clothing Allowance	9,400	6,800	8,200	8,200	8,200
Total Salaries and Wages	31,873,938	32,649,905	35,883,945	36,629,450	35,886,701
Fringe Benefits					
512010 Fringe Benefits Budget Only	0	0	446,537	513,412	507,617
512110 PERS	4,974,099	6,225,768	6,449,355	7,875,230	7,721,091
512120 401K	257,065	260,967	273,666	283,837	282,642
512130 PERS Debt Service	1,319,199	1,369,447	2,005,012	1,818,686	1,783,090
512200 FICA	2,390,566	2,444,270	2,603,157	2,670,493	2,619,458
512310 Medical Insurance	6,606,559	6,943,819	7,713,989	8,125,438	7,911,896
512320 Dental Insurance	666,632	667,935	762,977	807,586	786,360
512330 Group Term Life Insurance	49,556	51,182	60,004	62,256	60,985
512340 Long Term Disability Insurance	100,394	103,640	134,468	139,601	136,751
512400 Unemployment Insurance	117,691	104,479	123,660	126,966	124,484
512520 Workers Comp Insurance	13,217	12,091	15,309	15,771	15,321
512600 Wellness Program	17,283	17,532	19,367	19,994	19,394
512610 Employee Assistance Program	12,620	12,962	13,082	16,997	16,487

MARION COUNTY FY 2019-20 BUDGET

LINE ITEM DETAIL

GENERAL FUND					
Requirements					
	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 REQUESTED	FY 19-20 PROPOSED
512700 County HSA Contributions	32,056	36,878	33,246	39,070	39,070
Total Fringe Benefits	16,556,937	18,250,969	20,653,829	22,515,337	22,024,646
Total Personnel Services	48,430,874	50,900,874	56,537,774	59,144,787	57,911,347
Materials and Services					
Supplies					
521010 Office Supplies	116,571	114,093	112,724	133,355	128,205
521030 Field Supplies	96,451	101,650	88,007	98,903	98,753
521040 Institutional Supplies	187,476	205,329	178,038	190,998	180,114
521050 Janitorial Supplies	31,384	43,495	37,438	31,994	30,144
521070 Departmental Supplies	100,627	88,280	92,978	98,986	93,986
521080 Food Supplies	36,902	4,468	8,327	134,000	41,570
521090 Uniforms and Clothing	102,098	98,098	142,170	172,680	155,317
521100 Medical Supplies	32,032	31,657	34,710	32,320	32,320
521110 First Aid Supplies	6,033	4,734	4,261	4,170	4,170
521120 Drugs	230,258	225,479	230,000	248,400	230,000
521140 Vaccines	0	0	220	0	0
521170 Educational Supplies	7,712	3,490	5,554	5,600	5,600
521190 Publications	2,917	9,767	8,999	9,937	9,937
521210 Gasoline	190,263	243,396	287,724	345,859	345,859
521220 Diesel	7,931	8,736	9,071	11,058	11,058
521230 Propane	138	274	130	130	130
521240 Automotive Supplies	1,494	2,867	600	1,500	1,500
521241 Oil and Lubricants	0	11	0	0	0
521300 Safety Clothing	9,205	10,769	13,600	16,858	16,858
521310 Safety Equipment	1,124	246	1,700	10,318	10,318
Total Supplies	1,160,618	1,196,840	1,256,251	1,547,066	1,395,839
Materials					
522020 Crushed Rock	1,361	1,487	500	500	500
522060 Sign Materials	424	815	2,200	2,200	2,200
522080 Building Materials	1,343	1,028	1,000	1,000	1,000
522100 Parts	8,461	9,503	10,000	10,000	10,000
522110 Batteries	0	461	0	0	0
522120 Tires and Accessories	60	19	0	1,000	1,000
522140 Small Tools	953	3,816	1,200	3,000	3,000
522150 Small Office Equipment	63,775	59,363	62,600	63,819	54,419
522160 Small Departmental Equipment	61,505	103,144	77,857	102,988	81,249
522170 Computers Non Capital	29,618	41,522	44,341	72,838	63,152
522180 Software	32,256	14,963	19,610	27,550	27,550

MARION COUNTY FY 2019-20 BUDGET

LINE ITEM DETAIL

GENERAL FUND

Requirements

	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 REQUESTED	FY 19-20 PROPOSED
522500 Materials for Resale	0	0	3,000	3,000	3,000
Total Materials	199,756	236,119	222,308	287,895	247,070
Communications					
523010 Telephone Equipment	5,196	2,181	3,250	5,702	4,772
523015 Video Security Equipment	267	0	0	0	0
523020 Phone and Communication Svcs	47,260	45,906	48,190	47,407	47,407
523040 Data Connections	55,840	56,997	58,916	53,004	51,504
523050 Postage	121,971	123,285	119,363	95,836	95,836
523060 Cellular Phones	77,162	77,554	106,031	96,086	96,086
523070 Pagers	1,402	1,317	0	0	0
523090 Long Distance Charges	8,116	7,834	7,780	7,632	7,632
523100 Radios and Accessories	9,372	33,837	24,655	125,339	125,339
Total Communications	326,586	348,912	368,185	431,006	428,576
Utilities					
524010 Electricity	735,183	684,117	734,921	769,118	759,178
524020 Street Light Electricity	2,744	2,778	2,728	3,035	3,035
524040 Natural Gas	138,227	130,806	144,400	137,140	133,253
524050 Water	163,666	127,661	133,186	113,908	105,466
524070 Sewer	223,118	244,224	184,693	189,895	189,895
524090 Garbage Disposal and Recycling	55,417	61,351	58,134	57,412	57,010
Total Utilities	1,318,355	1,250,937	1,258,062	1,270,508	1,247,837
Contracted Services					
525110 Consulting Services	14,158	17,952	521,000	710,000	693,000
525150 Audit Services	3,000	0	0	0	0
525153 Fiscal Agent Services	0	0	1,650	0	0
525155 Credit Card Fees	125	26	0	0	0
525156 Bank Services	8,132	14,112	20,000	22,550	22,550
525158 Armored Car Services	27,227	33,695	40,000	38,000	38,000
525175 Temporary Staffing	29,725	9,952	9,500	26,000	26,000
525210 Medical Services	358,669	413,584	471,110	439,579	425,055
525211 Psychiatric Services	17,088	15,645	13,800	20,592	19,488
525215 Dental Services	11,156	40,430	57,080	63,246	58,680
525220 Hospital Services	79,854	193,331	136,488	163,139	152,420
525225 Ambulance Services	19,900	5,397	30,000	17,400	15,000
525235 Laboratory Services	23,974	31,381	24,350	24,080	24,080
525240 XRay Services	24,176	22,577	18,000	15,500	15,500
525246 Transcription Services	0	0	0	5,000	1,000
525310 Laundry Services	27,432	23,347	23,500	23,600	23,600
525320 Food Services	1,083,321	1,041,862	1,100,720	1,143,607	1,203,346
525330 Transportation Services	1,768	3,532	2,075	2,850	2,850

MARION COUNTY FY 2019-20 BUDGET

LINE ITEM DETAIL

GENERAL FUND

Requirements

	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 REQUESTED	FY 19-20 PROPOSED
525345 Youth Stipends	0	0	36,000	36,000	36,000
525350 Janitorial Services	5,541	5,521	5,998	6,400	6,400
525360 Public Works Services	21,443	22,596	0	26,000	26,000
525400 Public Safety Program Services	6,738	7,886	9,197	9,657	9,657
525410 Dispatch Services	932,231	975,871	1,042,377	1,110,853	1,110,853
525420 Regional Area Info Network	16,636	16,636	14,972	10,932	10,932
525430 Programming and Data Services	140,617	173,622	200,500	170,500	170,500
525440 Client Assistance	988	780	300	300	300
525450 Subscription Services	21,817	25,703	40,622	40,948	40,948
525510 Legal Services	39,154	24,979	30,060	133,400	133,400
525515 Polygraph Services	0	220	0	0	0
525540 Witnesses	65,431	41,135	36,229	56,229	36,229
525541 Witness Mileage Reimbursement	9,869	6,646	7,789	10,789	7,789
525550 Court Services	1,141	888	1,300	1,300	1,300
525555 Security Services	18,382	20,260	26,912	30,468	30,468
525630 Insurance Admin Services	3,300	5,016	16,100	6,100	6,100
525710 Printing Services	259,733	347,341	319,838	299,898	297,938
525715 Advertising	11,743	8,708	12,000	12,000	12,000
525735 Mail Services	155,415	178,547	163,838	169,755	169,755
525740 Document Disposal Services	16,466	17,365	21,546	22,694	22,694
525770 Interpreters and Translators	15,079	13,883	16,860	16,560	16,560
525810 Waste to Energy Contract	0	0	50	0	0
525870 Hazardous Waste Disposal	5,409	6,208	5,110	6,100	5,700
525930 Fair Events and Activities	35	70	0	0	0
525999 Other Contracted Services	729,436	585,734	1,119,128	1,359,627	1,339,627
Total Contracted Services	4,206,309	4,352,440	5,595,999	6,251,653	6,211,719
Repairs and Maintenance					
526010 Office Equipment Maintenance	118,602	90,218	122,371	109,592	109,592
526011 Dept Equipment Maintenance	14,648	37,596	33,900	26,950	26,950
526012 Vehicle Maintenance	28,264	38,482	35,750	36,545	36,545
526014 Radio Maintenance	1,611	326	2,600	3,500	3,500
526020 Computer Hardware Maintenance	5,109	3,701	8,206	5,500	5,500
526021 Computer Software Maintenance	52,251	105,321	79,577	108,521	108,521
526022 Telephone Maintenance	0	0	1,200	1,200	1,200
526030 Building Maintenance	85,544	125,792	72,390	87,586	87,586
526040 Remodels and Site Improvements	2,922	9,200	16,712	9,800	9,800
526050 Grounds Maintenance	2,337	4,167	500	500	500
Total Repairs and Maintenance	311,288	414,805	373,206	389,694	389,694
Rentals					
527100 Vehicle Rental	11,161	4,384	10,050	8,170	8,170
527110 Fleet Leases	822,363	744,173	863,020	848,052	841,752

MARION COUNTY FY 2019-20 BUDGET

LINE ITEM DETAIL

GENERAL FUND

Requirements

	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 REQUESTED	FY 19-20 PROPOSED
527120 Motor Pool Mileage	5,011	8,804	6,180	5,800	5,800
527130 Parking	7,973	4,001	8,530	1,770	1,770
527140 County Parking	33,135	33,660	33,660	33,000	33,000
527210 Building Rental Private	203,092	233,765	332,815	338,210	338,210
527240 Condo Assn Assessments	124,538	124,817	127,764	127,412	127,412
527300 Equipment Rental	78,393	77,017	85,283	88,195	83,195
Total Rentals	1,285,665	1,230,621	1,467,302	1,450,609	1,439,309
Insurance					
528110 Liability Insurance Premiums	1,598	1,256	2,524	2,524	2,524
528140 Malpractice Insurance Premiums	8,866	10,127	10,500	25,500	21,500
528210 Public Official Bonds	4,350	4,350	4,350	4,350	4,350
528220 Notary Bonds	1,072	1,427	1,528	1,306	1,306
528410 Liability Claims	475	311	0	0	0
528415 Auto Claims	9,152	12,083	0	0	0
Total Insurance	25,514	29,553	18,902	33,680	29,680
Miscellaneous					
529110 Mileage Reimbursement	34,130	32,896	33,250	39,950	37,300
529120 Commercial Travel	18,785	13,038	22,692	21,350	20,850
529130 Meals	25,369	23,423	27,735	30,892	30,892
529140 Lodging	60,472	60,017	61,845	59,039	56,739
529210 Meetings	7,692	10,041	10,077	12,312	14,312
529220 Conferences	19,050	25,276	23,690	33,645	25,295
529230 Training	106,297	104,371	116,317	153,549	146,699
529250 Tuition Reimbursement	1,000	0	3,000	0	0
529300 Dues and Memberships	174,567	203,500	256,283	221,588	212,588
529540 Predatory Animals	55,672	50,604	63,270	78,783	78,783
529550 Water Master	8,700	8,700	8,700	8,700	8,700
529610 Homicide Investigations	4,299	7,089	7,000	7,000	7,000
529640 Victim Restitution	0	0	74,000	60,000	60,000
529650 Pre Employment Costs	79,575	45,143	38,990	50,320	50,320
529690 Other Investigations	4,092	6,761	7,200	7,500	7,500
529740 Fairs and Shows	2,157	2,317	2,100	2,100	2,100
529830 Dog Licenses	0	96	96	140	140
529840 Professional Licenses	493	275	700	700	700
529850 Device Licenses	0	140	655	1,405	1,405
529860 Permits	1,014	1,134	550	300	300
529880 Recording Charges	82,226	35,319	50,000	30,000	30,000
529910 Awards and Recognition	9,582	14,939	11,975	14,515	14,515
529998 Retroactive PERS Adjustments	35,475	28,989	40,000	30,000	30,000
529999 Miscellaneous Expense	2,244	12,716	100	145	262
Total Miscellaneous	732,892	686,784	860,225	863,933	836,400

MARION COUNTY FY 2019-20 BUDGET

LINE ITEM DETAIL

GENERAL FUND					
Requirements					
	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 REQUESTED	FY 19-20 PROPOSED
Total Materials and Services	9,566,983	9,747,011	11,420,440	12,526,044	12,226,124
Administrative Charges					
611100 County Admin Allocation	623,836	625,334	729,932	801,454	801,454
611210 Facilities Mgt Allocation	1,823,088	1,943,819	2,063,875	2,349,923	2,349,923
611220 Custodial Allocation	747,974	756,680	884,550	942,445	942,445
611230 Courier Allocation	29,051	24,225	22,643	23,982	23,982
611250 Risk Management Allocation	171,568	225,655	290,439	301,750	301,750
611255 Benefits Allocation	135,220	140,501	153,190	156,975	156,975
611260 Human Resources Allocation	516,539	506,524	618,712	679,194	679,194
611300 Legal Services Allocation	468,669	541,543	649,532	579,457	579,457
611400 Information Tech Allocation	1,305,363	1,318,114	1,601,942	1,727,597	1,727,772
611410 FIMS Allocation	818,858	798,532	741,090	805,043	805,043
611420 Telecommunications Allocation	163,864	148,612	217,249	220,717	220,851
611430 Info Tech Direct Charges	826,463	825,000	1,473,499	1,363,935	1,364,249
611600 Finance Allocation	613,055	644,022	737,471	753,087	752,347
611800 MCBEE Allocation	46,784	13,542	46,231	36,274	36,274
612100 IT Equipment Use Charges	115,215	121,871	235,939	160,220	160,220
614100 Liability Insurance Allocation	558,700	609,700	844,300	686,899	686,899
614200 WC Insurance Allocation	281,900	313,500	322,100	338,901	338,901
619900 Distributed Admin Charges	(9,631)	0	0	0	0
Total Administrative Charges	9,236,516	9,557,174	11,632,694	11,927,853	11,927,736
Capital Outlay					
532100 Automobiles	0	0	0	30,000	0
Total Capital Outlay	0	0	0	30,000	0
Transfers Out					
561115 Transfer to Non Dept Grants	0	0	4,200	21,977	21,977
561125 Transfer to Juvenile Grants	923,870	983,537	78,844	0	0
561130 Transfer to Public Works	118,782	149,786	248,307	205,761	205,761
561160 Xfer to Community Svcs Grants	39,123	2,000	42,000	19,255	5,445
561180 Transfer to Comm Corrections	0	0	280,545	0	0
561190 Transfer to Health	3,730,390	3,730,390	3,795,298	4,170,593	3,914,282
561220 Transfer to Child Support	355,864	361,463	412,733	420,616	420,616
561230 Transfer to Dog Services	795,306	836,710	1,029,423	1,138,388	1,111,081
561250 Transfer to Sheriff Grants	54,226	36,201	68,482	51,796	51,796
561270 Transfer to County Fair	97,557	135,702	130,000	136,951	130,000
561300 Transfer to DA Grants	55,870	101,109	140,784	120,777	120,777
561305 Transfer to Land Use Planning	261,088	305,647	544,588	572,089	572,089
561310 Transfer to Parks	88,462	214,397	229,817	350,213	200,409
561320 Transfer to Surveyor	101,659	101,659	101,659	101,659	101,659
561410 Transfer to Debt Service	2,879,380	2,850,520	3,355,729	3,327,014	3,327,014
561455 Xfer to Facility Renovation	368,725	1,066,000	1,000,000	80,000	80,000

MARION COUNTY FY 2019-20 BUDGET

LINE ITEM DETAIL

GENERAL FUND					
	Requirements				
	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 REQUESTED	FY 19-20 PROPOSED
561480 Xfer to Capital Impr Projects	995,822	2,928,443	6,082,487	1,700,000	2,200,000
561580 Transfer to Central Services	407,008	493,246	849,773	485,286	491,816
561595 Transfer to Fleet Management	0	0	57,246	0	0
Total Transfers Out	11,273,132	14,296,809	18,451,915	12,902,375	12,954,722
Contingency					
571010 Contingency	0	0	1,191,046	984,957	1,496,087
Total Contingency	0	0	1,191,046	984,957	1,496,087
Ending Fund Balance					
573010 Unapprop Ending Fund Balance	0	0	5,262,589	5,530,528	6,530,528
Total Ending Fund Balance	0	0	5,262,589	5,530,528	6,530,528
GRAND TOTAL	78,507,506	84,501,869	104,496,458	103,046,544	103,046,544

MARION COUNTY FY 2019-20 BUDGET

LINE ITEM DETAIL

CENTRAL SERVICES

Resources

	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 REQUESTED	FY 19-20 PROPOSED
Charges for Services					
341170 Witness Fees	70	33	0	0	0
341430 Copy Machine Fees	13	67	0	50	50
341620 User Fees	209,913	280,689	217,935	182,935	182,935
341690 Attorney Fees	158,963	181,506	131,100	165,600	165,600
341999 Other Fees	0	62	0	0	0
342200 Property Leases	7,989	10,004	9,900	0	0
342310 Parking Permits	25	0	0	0	0
342910 Public Records Request Charges	0	325	0	150	150
344250 Telephone Use Reimbursement	82,314	89,640	76,450	76,450	76,450
344300 Restitution	887	224	0	0	0
344800 EAIP Reimbursement	2,760	3,000	3,000	3,000	3,000
344999 Other Reimbursements	5,757	3,843	2,750	2,100	2,100
345400 Document Fees	0	331	0	0	0
347101 Central Svcs to Other Agencies	207,621	194,597	111,126	110,633	110,633
348700 Wellness Program	52,946	53,361	50,000	45,000	45,000
Total Charges for Services	729,260	817,681	602,261	585,918	585,918
Admin Cost Recovery					
411100 County Admin Allocation	1,966,906	1,979,832	2,313,155	2,579,178	2,453,209
411200 Business Services Allocation	0	0	641,342	668,613	668,613
411210 Facilities Mgt Allocation	2,454,153	2,643,063	2,725,908	3,106,879	2,991,879
411220 Custodial Allocation	1,267,455	1,316,886	1,258,569	1,321,758	1,321,758
411230 Courier Allocation	84,072	71,044	56,527	60,962	60,962
411250 Risk Management Allocation	416,952	474,172	506,361	556,750	556,750
411255 Benefits Allocation	391,296	412,044	382,394	399,031	399,031
411260 Human Resources Allocation	1,494,748	1,485,479	1,686,122	1,874,474	1,804,866
411300 Legal Services Allocation	1,255,519	1,382,376	1,606,093	1,646,854	1,646,854
411400 Information Tech Allocation	6,263,466	6,310,118	8,913,479	10,008,327	9,836,315
411410 FIMS Allocation	2,651,094	2,570,933	1,851,385	1,733,011	1,733,011
411600 Finance Allocation	2,238,747	2,358,378	2,713,100	2,910,398	2,881,398
411800 MCBEE Allocation	158,159	45,609	156,758	125,712	125,712
Total Admin Cost Recovery	20,642,567	21,049,934	24,811,193	26,991,947	26,480,358
Other Revenues					
371000 Miscellaneous Income	50	7,213	0	250	250
371100 Recoveries from Collections	44	0	0	0	0
Total Other Revenues	94	7,213	0	250	250
General Fund Transfers					
381100 Transfer from General Fund	407,008	493,246	849,773	485,286	491,816
Total General Fund Transfers	407,008	493,246	849,773	485,286	491,816

MARION COUNTY FY 2019-20 BUDGET

LINE ITEM DETAIL

CENTRAL SERVICES					
	Resources				
	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 19-20
	ACTUAL	ACTUAL	BUDGET	REQUESTED	PROPOSED
Other Fund Transfers					
381155 Xfr from Tax Title Land Sales	46,247	47,249	39,399	90,000	90,000
Total Other Fund Transfers	46,247	47,249	39,399	90,000	90,000
GRAND TOTAL	21,825,176	22,415,323	26,302,626	28,153,401	27,648,342

MARION COUNTY FY 2019-20 BUDGET

LINE ITEM DETAIL

CENTRAL SERVICES

Requirements

	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 REQUESTED	FY 19-20 PROPOSED
Personnel Services					
Salaries and Wages					
511020 Salaries and Wages Budget Only	0	0	(302,967)	0	0
511110 Regular Wages	9,049,988	9,108,449	12,218,928	12,850,134	12,693,173
511120 Temporary Wages	55,764	70,341	27,680	32,228	32,228
511130 Vacation Pay	637,411	625,852	0	0	0
511140 Sick Pay	371,671	475,760	0	0	0
511150 Holiday Pay	472,463	483,197	0	0	0
511160 Comp Time Pay	20,699	24,775	0	13,500	13,500
511180 Differential Pay	15,961	16,416	15,500	21,500	21,500
511210 Compensation Credits	247,420	232,471	207,531	209,343	209,343
511220 Pager Pay	52,070	51,140	54,000	52,750	52,750
511240 Leave Payoff	46,653	93,385	93,558	77,036	77,036
511250 Training Pay	13,271	21,324	0	0	0
511270 Leadworker Pay	1,922	2,099	2,500	2,200	2,200
511280 Cell Phone Pay	6,560	6,132	5,520	0	0
511290 Health Insurance Waiver Pay	23,384	22,470	21,600	24,000	24,000
511420 Premium Pay	50,920	46,881	46,500	30,670	30,670
511450 Premium Pay Temps	0	19	0	0	0
Total Salaries and Wages	11,066,156	11,280,712	12,390,350	13,313,361	13,156,400
Fringe Benefits					
512010 Fringe Benefits Budget Only	0	0	(173,153)	4,918	4,918
512110 PERS	1,631,737	1,994,038	2,402,487	3,002,665	2,966,640
512120 401K	164,673	168,948	182,581	194,448	193,110
512130 PERS Debt Service	609,641	615,481	746,888	693,428	685,109
512200 FICA	823,687	832,508	945,579	993,958	982,178
512310 Medical Insurance	2,157,083	2,243,104	2,544,072	2,687,921	2,650,177
512320 Dental Insurance	212,068	207,727	252,856	267,201	263,449
512330 Group Term Life Insurance	19,177	19,399	23,088	24,153	23,858
512340 Long Term Disability Insurance	38,338	38,472	51,762	54,134	53,474
512400 Unemployment Insurance	40,898	36,060	46,071	48,434	47,854
512520 Workers Comp Insurance	4,211	3,861	5,309	5,451	5,301
512600 Wellness Program	6,125	6,094	6,880	7,080	6,880
512610 Employee Assistance Program	4,473	4,505	4,665	6,008	5,838
512700 County HSA Contributions	22,100	23,618	22,750	30,550	30,550
Total Fringe Benefits	5,734,212	6,193,814	7,061,835	8,020,349	7,919,336
Total Personnel Services	16,800,369	17,474,526	19,452,185	21,333,710	21,075,736
Materials and Services					
Supplies					
521010 Office Supplies	31,963	32,783	34,770	33,229	32,904

MARION COUNTY FY 2019-20 BUDGET

LINE ITEM DETAIL

CENTRAL SERVICES

Requirements

	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 REQUESTED	FY 19-20 PROPOSED
521030 Field Supplies	7	0	0	0	0
521050 Janitorial Supplies	80,341	79,093	84,000	88,140	88,140
521051 Janitorial Chemicals	2,649	0	0	0	0
521052 Janitorial Floor Care	3,380	1,431	5,750	3,500	3,500
521060 Electrical Supplies	24,751	11,155	30,000	36,000	36,000
521070 Departmental Supplies	35,225	33,303	40,920	35,558	35,558
521090 Uniforms and Clothing	6,485	4,897	4,100	4,100	4,100
521110 First Aid Supplies	249	11	200	175	175
521140 Vaccines	100	308	350	350	350
521170 Educational Supplies	394	0	0	0	0
521190 Publications	6,368	12,780	6,995	11,471	11,471
521210 Gasoline	7,974	8,376	6,400	6,400	6,400
521220 Diesel	1,519	1,321	4,000	1,500	1,500
521230 Propane	96	53	150	150	150
521300 Safety Clothing	501	826	1,000	500	500
521310 Safety Equipment	8,497	6,272	2,500	2,500	2,500
Total Supplies	210,501	192,610	221,135	223,573	223,248
Materials					
522060 Sign Materials	0	81	0	0	0
522070 Paint	899	813	1,000	1,000	1,000
522110 Batteries	2,073	2,484	3,521	8,550	8,550
522140 Small Tools	5,739	3,983	4,050	4,150	4,150
522150 Small Office Equipment	17,871	14,596	16,465	18,725	13,575
522160 Small Departmental Equipment	13,361	20,195	18,790	8,850	7,850
522170 Computers Non Capital	229,085	142,136	333,975	351,571	349,366
522180 Software	46,528	27,601	36,830	26,950	26,575
Total Materials	315,556	211,888	414,631	419,796	411,066
Communications					
523010 Telephone Equipment	11,499	1,564	1,500	1,500	1,500
523015 Video Security Equipment	8,320	0	85,865	85,865	85,865
523020 Phone and Communication Svcs	154,459	150,703	174,050	156,050	156,050
523030 Fax	(12)	0	0	0	0
523040 Data Connections	11,122	10,099	11,711	32,671	32,671
523050 Postage	3,958	4,895	5,685	5,325	5,325
523060 Cellular Phones	22,820	24,215	27,948	39,866	39,016
523070 Pagers	1,216	1,263	1,400	1,400	1,400
523090 Long Distance Charges	1,555	288	15,583	6,531	6,531
Total Communications	214,937	193,027	323,742	329,208	328,358
Utilities					
524010 Electricity	86,106	84,918	102,394	97,405	97,405
524020 Street Light Electricity	56	60	43	65	65

MARION COUNTY FY 2019-20 BUDGET

LINE ITEM DETAIL

CENTRAL SERVICES					
Requirements					
	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 REQUESTED	FY 19-20 PROPOSED
524040 Natural Gas	3,895	3,414	1,623	3,934	3,934
524050 Water	2,330	2,336	3,558	3,496	3,496
524070 Sewer	3,643	3,546	5,766	6,952	6,952
524090 Garbage Disposal and Recycling	9,528	11,506	8,886	14,436	14,436
Total Utilities	105,557	105,779	122,270	126,288	126,288
Contracted Services					
525110 Consulting Services	108,065	16,680	135,000	102,930	32,930
525150 Audit Services	88,070	90,320	101,030	138,000	109,000
525153 Fiscal Agent Services	2,400	1,650	0	0	0
525160 Wellness Services	2,061	4,855	13,340	13,340	13,340
525175 Temporary Staffing	10,328	23,270	0	15,000	0
525235 Laboratory Services	85	0	0	0	0
525330 Transportation Services	53	0	0	0	0
525355 Engineering Services	0	0	5,000	5,000	5,000
525360 Public Works Services	743	99	0	0	0
525450 Subscription Services	114,889	174,149	152,217	349,964	336,964
525510 Legal Services	89,922	48,773	104,399	111,384	111,384
525540 Witnesses	210	90	250	150	150
525541 Witness Mileage Reimbursement	39	0	250	150	150
525620 Insurance Brokers	88,863	91,528	92,000	92,000	92,000
525630 Insurance Admin Services	30,751	21,965	30,000	30,000	30,000
525710 Printing Services	10,213	7,906	13,770	13,255	13,255
525715 Advertising	9,609	8,595	9,540	10,764	10,764
525735 Mail Services	11,621	12,222	13,285	12,686	12,686
525740 Document Disposal Services	460	740	1,130	1,125	1,125
525999 Other Contracted Services	42,727	78,856	800,795	212,635	204,400
Total Contracted Services	611,108	581,697	1,472,006	1,108,383	973,148
Repairs and Maintenance					
526010 Office Equipment Maintenance	0	105	200	400	400
526011 Dept Equipment Maintenance	7,034	7,005	16,400	14,500	14,500
526012 Vehicle Maintenance	2,630	1,758	3,650	3,550	3,550
526020 Computer Hardware Maintenance	101,959	111,047	137,364	198,565	198,565
526021 Computer Software Maintenance	990,697	924,048	1,191,110	1,237,400	1,237,400
526022 Telephone Maintenance	10,305	8,444	32,000	32,000	32,000
526030 Building Maintenance	186,525	253,045	243,315	251,390	251,390
526031 Elevator Maintenance	18,696	20,977	24,000	24,000	24,000
526032 Roof Maintenance	165	5,417	5,000	5,000	5,000
526050 Grounds Maintenance	41,841	104,501	56,000	155,000	55,000
Total Repairs and Maintenance	1,359,853	1,436,346	1,709,039	1,921,805	1,821,805
Rentals					
527100 Vehicle Rental	0	0	200	200	200

MARION COUNTY FY 2019-20 BUDGET

LINE ITEM DETAIL

CENTRAL SERVICES

Requirements

	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 REQUESTED	FY 19-20 PROPOSED
527110 Fleet Leases	52,008	44,373	51,236	51,236	51,236
527120 Motor Pool Mileage	5,654	4,726	7,405	6,900	6,900
527130 Parking	565	721	1,710	390	390
527140 County Parking	6,600	6,600	5,280	6,600	6,600
527200 Building Rental County	26,509	21,202	26,516	26,516	26,516
527210 Building Rental Private	3,533	3,599	3,689	3,781	3,781
527240 Condo Assn Assessments	85,139	85,330	87,344	87,096	87,096
527300 Equipment Rental	44,834	53,518	49,730	51,830	51,830
Total Rentals	224,842	220,070	233,110	234,549	234,549
Insurance					
528220 Notary Bonds	40	0	40	80	80
Total Insurance	40	0	40	80	80
Miscellaneous					
529110 Mileage Reimbursement	9,576	12,141	15,067	14,696	14,626
529120 Commercial Travel	7,357	10,962	28,360	21,460	20,960
529130 Meals	7,266	8,799	14,050	12,350	12,175
529140 Lodging	27,885	26,645	35,708	34,172	33,422
529210 Meetings	8,984	7,116	10,384	9,500	9,500
529220 Conferences	25,592	17,463	45,835	46,775	46,325
529230 Training	139,199	138,567	210,836	183,000	183,000
529300 Dues and Memberships	25,785	31,805	26,684	27,697	27,697
529440 Safety Grants	271	4,913	6,500	6,500	6,500
529450 Wellness Grants	13,500	16,575	6,500	6,500	6,500
529650 Pre Employment Costs	739	1,008	685	685	685
529690 Other Investigations	99	1,932	300	300	300
529740 Fairs and Shows	614	1,016	3,696	2,375	2,375
529840 Professional Licenses	525	1,210	0	675	675
529850 Device Licenses	692	3,076	1,000	7,000	7,000
529860 Permits	2,723	1,718	900	900	900
529910 Awards and Recognition	4,692	8,117	14,890	15,140	15,140
529999 Miscellaneous Expense	(4)	338	0	0	0
Total Miscellaneous	275,494	293,401	421,395	389,725	387,780
Total Materials and Services	3,317,888	3,234,818	4,917,368	4,753,407	4,506,322
Administrative Charges					
611100 County Admin Allocation	190,379	188,139	225,571	250,284	250,284
611210 Facilities Mgt Allocation	157,060	168,738	173,197	197,048	197,048
611220 Custodial Allocation	116,198	122,427	133,964	142,701	142,701
611230 Courier Allocation	5,914	4,960	4,682	4,979	4,979
611250 Risk Management Allocation	17,006	18,995	21,619	22,770	22,770
611255 Benefits Allocation	27,521	28,767	31,665	32,605	32,605
611260 Human Resources Allocation	105,127	103,708	127,894	141,073	141,073

MARION COUNTY FY 2019-20 BUDGET

LINE ITEM DETAIL

CENTRAL SERVICES

Requirements

	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 REQUESTED	FY 19-20 PROPOSED
611300 Legal Services Allocation	302,262	314,515	341,582	358,793	358,793
611400 Information Tech Allocation	224,237	233,893	267,845	318,621	318,621
611410 FIMS Allocation	170,958	157,967	153,920	164,508	164,508
611420 Telecommunications Allocation	26,242	21,346	27,158	30,496	30,496
611430 Info Tech Direct Charges	45,840	37,670	58,299	55,428	55,428
611600 Finance Allocation	121,915	131,452	160,600	175,111	175,111
611800 MCBEE Allocation	16,463	4,689	16,674	13,232	13,232
612100 IT Equipment Use Charges	16,597	18,213	33,404	25,935	25,935
614100 Liability Insurance Allocation	112,400	101,900	93,500	70,900	70,900
614200 WC Insurance Allocation	50,800	48,600	61,499	61,800	61,800
Total Administrative Charges	1,706,919	1,705,979	1,933,073	2,066,284	2,066,284
GRAND TOTAL	21,825,176	22,415,323	26,302,626	28,153,401	27,648,342

MARION COUNTY FY 2019-20 BUDGET
LINE ITEM DETAIL

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MARION COUNTY FY 2019-20 BUDGET
APPENDIX A
PUBLIC NOTICE OF BUDGET COMMITTEE MEETING

PUBLIC NOTICE

NOTICE OF BUDGET
COMMITTEE MEETING

A public meeting of the Budget Committee of Marion County, State of Oregon, to discuss the budget for the fiscal year July 1, 2019 to June 30, 2020 will be held at Courthouse Square, Senator Hearing Room, 555 Court St. NE, Salem, Oregon. The first meeting will take place on June 3, 2019 at 9:00 am. The purpose of this meeting is to receive the budget message. Public comment will be taken at 5:15 pm. A second meeting will be held on June 4, 2019 to receive additional budget information, deliberate and approve the budget. Public comment will be taken at 8:45 am. If further deliberations are necessary, a third meeting will be held on June 6, 2019 at 9:00 am to 12:00 pm. Any person may appear at the meetings and discuss the proposed budget during the public comment period. A copy of the budget document may be inspected or obtained on or after June 3, 2019 at the Board of Commissioners' Office, Room 5232, Courthouse Square, 555 Court Street, Salem, between the hours of 9:00 am and 5:00 pm, or on the Marion County website at www.co.marion.or.us.

Statesman Journal 5/20/19

MARION COUNTY FY 2019-20 BUDGET
APPENDIX A
PUBLIC NOTICE OF BUDGET COMMITTEE MEETING

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MARION COUNTY FY 2019-20 BUDGET
APPENDIX E
BUDGET TERMINOLOGY

BUDGET TERMINOLOGY

Budget terminology used in this document may be unfamiliar to those who do not deal with local budgeting on a regular basis. The county budget revolves around sources, which are called resources, and uses, which are called requirements. The reader will have a better understanding of tables, graphs, charts and narratives in this document if key terms are understood.

Sources of funds are collectively entitled "**resources**". The source of funds most commonly recognized by citizens is **revenue**, such as taxes and charges for services. However, there are other sources of funds available to the county. These include transfers, administrative cost recoveries, financing proceeds, and net working capital. **Transfers** reflect the movement of resources that one fund or department receives from another fund or department for special purposes; goods and services are not provided in return for these transfers. **Administrative cost recoveries** are charges for services one department renders to another department. **Financing proceeds** are derived from the sale of general or special revenue bonds. **Net working capital** is the beginning fund balance, e.g., prior year savings, of a fund.

Collectively all allocations of resources are entitled "**requirements**". Individually, an **expenditure** is an outlay of cash, such as payment of wages and benefits or purchasing of office supplies. Two other requirements are **transfers out** and **administrative charges**. As state above, incoming transfers are recorded as resources for the receiving fund or department, whereas outgoing transfers are uses of funds for the paying fund or department's side. There are other uses of funds which do not actually allow expenditures. One such allocation is to **contingency**. Amounts budgeted for contingency are not available for immediate expenditure. Rather, contingent funds are recognized as being available for unforeseen needs in the budget year provided the governing body first authorizes the reallocation of budgeted contingency to an expenditure category or categories. Another non-expendable "use" of funds is unappropriated ending fund balance, or as stated in the budget, **ending fund balance**. This is the estimated amount of budgeted year-end resources that are not allocated for any other uses and are not available in the budget year.

Oregon local budget law requires use of specific *categories for requirements*. These are **personnel services, materials and services, capital outlay, transfers** (out), **debt service, special payments**, general operating **contingencies, reserve for future expenditure**, and **unappropriated ending fund balance**.

Marion County classifies **administrative charges** and indirect costs in materials and services budget category for appropriation purposes. Administrative charges in Marion County are internal service charges assessed by central services departments to other departments for central support services rendered.

MARION COUNTY FY 2019-20 BUDGET
APPENDIX E
BUDGET TERMINOLOGY

Budget Glossary

Acronyms (commonly used)	Description
BOC	Board of Commissioners
CAFR	Comprehensive Annual Financial Report
CDBG	Community Development Block Grant
CIP	Capital Improvement Project
COLA	Cost-of-Living Allowance
COPs	Certificates of Participation
ERP	Enterprise Resource Planning
GAAP	Generally Accepted Accounting Principles
GASB	Governmental Accounting Standards Board
GFOA	Government Finance Officers Association
FIMS	Financial Information Management System
IT	Information Technology
MCBEE	Marion County Business Enterprise Enhancement
OAR	Oregon Administrative Rules
ORS	Oregon Revised Statutes
PERS	Public Employees Retirement System
UEFB	Unappropriated Ending Fund Balance

ACCRUAL BASIS OF ACCOUNTING – A method of accounting in which revenues are recorded when earned and expenses are recorded when the obligations are incurred, as opposed to when cash is received or spent.

ADJUSTED GENERAL FUND RESOURCES – For Marion County, this term refers to the net calculation of **Estimated General Fund Resources** less adjustment for (a) certain one-time resources or transfers that are not related to the ongoing operations of the County, and (b) **Net Working Capital**. This net amount is then used in the calculation of budgeted amounts for General Fund **Contingency** and **Unappropriated Ending Fund Balance** and the Rainy Day Fund **Unappropriated Reserve**.

ADMINISTRATIVE CHARGES – **Expenditures** incurred by County **departments** in return for general government services such as accounting, purchasing and personnel. Administrative charges are determined in accordance with the County’s cost allocation plan.

ADMINISTRATIVE COST RECOVERIES – Amounts recovered by **central services departments** in return for general government services provided to County **departments**.

MARION COUNTY FY 2019-20 BUDGET
APPENDIX E
BUDGET TERMINOLOGY

ADOPTED BUDGET – The annual *budget* authorized by a resolution of the Board of Commissioners before the beginning of each *fiscal year*.

APPROPRIATION – Authorization granted by the Board of Commissioners to make *expenditures* and incur obligations for specific purposes. Appropriations are limited to a single *fiscal year*.

APPROVED BUDGET – The annual *budget* agreed upon by the *Budget Committee* and recommended for adoption to the Board of Commissioners. Under *Local Budget Law*, the Board of Commissioners has authority to modify the approved budget prior to adoption.

ASSESSED VALUE – The value set by the County Assessor on real estate and certain personal property as a basis for a property *tax levy*.

AUDIT – The annual review and appraisal of a municipal corporation's accounts and fiscal affairs conducted by an accountant under contract or the Secretary of State (ORS 297.425).

BALANCED BUDGET – A budget in which revenues are equal to expenditures.

BASE BUDGET – The *budget* used in the ongoing operation of a *program* at a current service level.

BEGINNING FUND BALANCE – A fund accounting term used to describe financial resources that are available in the current *fiscal year* because they were not expended in the previous *fiscal year*.

BUD SYSTEM – An in-house computer program used by the County to develop the annual *budget*.

BUDGET – A comprehensive annual financial plan that includes an estimate of *expenditures* for a given purpose and the proposed means of financing the estimated *expenditures*.

BUDGET CALENDAR – A schedule of dates outlined by the County for the preparation and adoption of the annual *budget*.

BUDGET CATEGORY – The functional level of *expenditure* detail at which the *budget* is appropriated and for which the County is held accountable. The County uses the following budget categories:

Personal Services – Includes salaries and wages, overtime, part-time pay and fringe benefits.

Materials and Services – Includes **contracted services**, consumable materials, supplies, operating costs and other services. This category also includes **administrative charges**.

Capital Outlay – Expenditures for the acquisition of **fixed assets**.

Debt Service – Payment of principal and interest on borrowed funds.

Special Payments – Includes **expenditures** not readily classified in one of the other budget categories.

Interfund Transfers – Amounts moved from one **fund** to finance activities in another **fund**.

Contingency – An appropriated amount reserved to fulfill unanticipated demands and expenses.

MARION COUNTY FY 2019-20 BUDGET
APPENDIX E
BUDGET TERMINOLOGY

The Board of Commissioners must first authorize the reallocation of contingency to an expenditure category before the expenditure may be incurred.

BUDGET COMMITTEE – A committee comprised of the Board of Commissioners and an equal number of citizens appointed from the County that reviews and approves the annual *budget* prior to adoption by the Board of Commissioners.

BUDGET MESSAGE – A document prepared and presented by the *Budget Officer* that explains the County's annual *budget* and financial priorities.

BUDGET OFFICER – A person appointed by the Board of Commissioners to assemble *budget* information and oversee preparation of the proposed *budget*. The Chief Administrative Officer generally serves as the Budget Officer.

CAPITAL IMPROVEMENT PROGRAM – The County's long-term plan for providing the *fixed assets* needed for service delivery, including public facilities and infrastructure.

CAPITAL IMPROVEMENT PROJECT (CIP) – A project proposed by a County *department* to acquire or construct *fixed assets*.

CENTRAL SERVICES DEPARTMENTS – County *departments* that provide general government services such as accounting, purchasing and personnel.

CONTRACTED SERVICES – Services provided under contract by businesses or by individuals who are not County employees.

DEBT SERVICE – The payments required for interest on, and repayment of, principal amount of debt.

DECISION PACKAGE – A *budget* request for items not included in a *department's base budget*.

DEDICATED FUNDS – County resources subject to restrictions imposed by creditors, grantors, contributors, or the laws or regulations of other governments.

DEPARTMENT – The basic organizational unit of the County.

DEPRECIATION – An accounting method of allocating the cost of a tangible asset over its useful life and is used to account for declines in value.

DISCRETIONARY RESOURCES – County resources not subject to outside restrictions.

EMPLOYEE BENEFITS – Amounts paid on behalf of employees, which are not included in gross salary, but are considered a part of the cost of salaries and benefits. Examples include group health premiums, contributions to PERS, Social Security taxes, and group life insurance premiums.

MARION COUNTY FY 2019-20 BUDGET
APPENDIX E
BUDGET TERMINOLOGY

ENCUMBRANCE – The commitment of appropriated funds to purchase an item or service in the form of a purchase order, contract, or other obligation.

ENTERPRISE RESOURCE PLANNING (ERP) SYSTEM – An integrated set of business processes and associated software modules.

ESTIMATED GENERAL FUND RESOURCES – Estimates prepared during the budget process for all resources attributable to the **General Fund**, including **Net Working Capital**, Revenues and Transfers.

EXPENDITURE – The liability incurred by the County for goods or services received.

FISCAL YEAR – The twelve-month accounting period beginning on July 1 and ending on June 30.

FIXED ASSET – A tangible item with a value of \$5,000 or more and a useful economic lifetime of two years or more, such as land, buildings, machinery, furniture and equipment.

FULL-TIME EQUIVALENT (FTE) – A part-time position converted to the decimal equivalent of a full-time position based on 2,080 hours per year. For example, a part-time employee working 10 hours per week would be equivalent to .25 FTE (10 x 52 / 2,080). Temporary positions are not included in FTE counts. The following processes relate to changes in FTE's:

Add – A new position approved by the **Budget Committee**.

Delete – Elimination of an existing position.

Add/Delete – Simultaneous deletion of an existing vacant position and addition of a new position.

Reclassification – Review and adjustment of an existing position based on analysis by Human Resources and approval by the Personnel Officer.

FUND – A fiscal and accounting entity with a self-balancing set of accounts that record cash and other financial resources, related liabilities, balances and changes, which are segregated for a specific activity or objective. The County uses the following types of funds:

General Fund – Accounts for all County activities that are not required to be accounted for in another fund. The General Fund is the main operating fund of the County.

Special Revenue Fund – Accounts for the proceeds of revenue sources that are legally required to be expended for specific purposes.

Debt Service Fund – Accounts for the payment of general long-term debt principal and interest.

Capital Projects Fund – Accounts for resources to be used for the purchase or construction of major capital items.

Enterprise Fund – Accounts for activities that are financed and operated in a manner similar to private business enterprises.

Internal Service Fund – Accounts for certain activities of a County **department** in which goods and services are provided to other **departments** on a cost reimbursement basis.

Agency Fund – Accounts for assets received by the County on behalf of other governments or organizations.

MARION COUNTY FY 2019-20 BUDGET
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BUDGET TERMINOLOGY

FUND BALANCE – The excess of *fund* assets over liabilities. Accumulated balances are the result of an excess of revenues over *expenditures* during some period. A negative fund balance is a deficit balance.

GENERAL RESERVES – For Marion County, general reserves include the *General Fund Contingency* and *Unappropriated Ending Fund Balance* and the Rainy Day Fund *Unappropriated Reserve*. These are the resources maintained by the County to ensure the future financial stability of the County.

LOCAL BUDGET LAW – The set of state statutes that local governments in Oregon are required to follow in the budgeting and *expenditure* of public funds.

MARION COUNTY BUSINESS ENTERPRISE ENHANCEMENT (MCBEE) – Marion County has assessed its *Enterprise Resource Planning (ERP)* system and has recognized the need to enhance its business processes in order to fully leverage its infrastructure investment. This term is used to reference the project associated with creating business systems within Marion County that are integrated enterprise-wide systems.

MAJOR FUND – Major Funds are those funds that are particularly important to financial statement users. They are identified either through a prescribed calculation of revenues, expenditures, assets, or liabilities, or as identified by the government entity. The General Fund is always considered a Major Fund.

MODIFIED ACCRUAL BASIS OF ACCOUNTING – A method of accounting in which revenues are recorded when measurable and available and expenditures are recorded when the obligations are incurred, as opposed to when cash is received or spent.

NET ASSETS – The difference between a government's assets and its liabilities. This term is a financial (non-budgetary) term used primarily in government-wide financial reporting and proprietary fund financial reporting.

NET WORKING CAPITAL – A term used in the *budget* to define the amount of net resources computed at the end of the *fiscal year* that is available as a resource in the ensuing *fiscal year*.

NON-MAJOR FUND – All other Funds that are not considered Major Funds.

PERMANENT RATE LIMIT – The maximum rate of ad valorem property taxes that a local government may impose. There is no action that can increase the permanent rate. For Marion County, the permanent rate limit is \$3.0252 per \$1,000 of assessed property value.

PROGRAM UNIT – A group of related activities aimed at accomplishing a major service or function for which the County is responsible.

PROPOSED BUDGET – The annual *budget* recommended for approval to the *Budget Committee* by the Budget Officer. Under *Local Budget Law*, the Budget Committee has authority to modify the proposed budget prior to approval.

MARION COUNTY FY 2019-20 BUDGET
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BUDGET TERMINOLOGY

RESERVE FOR FUTURE EXPENDITURE – An account used to set aside budgeted revenues that a local government plans to “save” for future financing of a service, project, property or equipment. This account is not intended to be expended during the fiscal year or the period in which it was budgeted. Revenues allocated to this account are earmarked for a specific future purpose.

STRATEGIC PLAN – A policy document developed by the Board of Commissioners in April 2006. This document established, in written form, the County’s Mission, Vision, Strategic Issues and Goals based on a set of defined Values.

SUPPLEMENTAL BUDGET – A *budget* prepared to meet needs or spend resources that were not anticipated when the regular *budget* was adopted. In general, a supplemental budget must be published, discussed in a public hearing and adopted by the Board of Commissioners.

TAX ANTICIPATION NOTES (TANS) – Short-term notes issued by the County in anticipation of the collection of taxes. Typically, the County issues TANS to smooth out fluctuations in cash flow related to property tax collections.

TAX LEVY – The total amount of property taxes imposed by the County for the *fiscal year*.

UNAPPROPRIATED ENDING FUND BALANCE – The amount set aside in the *budget* to be used as a resource in the next year’s *budget*. This amount cannot be transferred by resolution or used through a *supplemental budget*, unless necessitated by a qualifying emergency.

UNAPPROPRIATED RESERVE – For Marion County, unappropriated *reserve* is used to reflect the balance in the Rainy Day Fund that has not received *appropriation* authority for *expenditure* in the current year.

WORKING CAPITAL – Estimated fund balance on hand at the beginning of the fiscal year, plus anticipated revenues.

MARION COUNTY FY 2019-20 BUDGET
APPENDIX E
BUDGET TERMINOLOGY

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MARION COUNTY FY 2019-20 BUDGET
APPENDIX F
FINANCIAL POLICIES

FINANCIAL POLICIES

In the State of Oregon, many financial policies and procedures are dictated by state statute. For example, Oregon Local Budget Law found in Oregon Revised Statutes Section 294 is designed to:

- Establish standard procedures for preparing, presenting, and administering the budgets of Oregon’s local governments,
- Provide estimates of revenues, expenditures, and proposed taxes,
- Provide specific methods for obtaining public view in the preparation, and
- Institute a method of control of revenues and expenditures for the promotion of efficiency and economy in the expenditure of funds.¹

For example, the budget must be adopted by fund, and the resources must equal the requirements for each fund, in effect requiring a balanced county budget. Adherence to Oregon law is to all intents and purposes Marion County policy; in effect Marion County follows many state financial policies.

The Marion County Board of Commissioners has adopted the following budget and other financial management policies (**Financial Management – Section 400**). Each policy also has counterpart procedures not presented in this book.

GENERAL RESERVES (Section 400 – Policy 490) – The purpose is to establish policy regarding the development and maintenance of a prudent level of resources to ensure the future financial stability of the county.

- “It is the policy of the Marion County Board of Commissioners that procedures will be developed to determine the appropriate amount to be budgeted for general fund contingency (no less than 1% of General Fund resources), unappropriated ending fund balance (no less than 5% of General Fund resources) and rainy day fund unappropriated reserves.”

RESTRICTIONS OF BACKFILLS (Section 400 – Policy 492) – The purpose is to establish a policy for setting the conditions under which reduced or eliminated program resources may be replaced by General Fund transfers.

- “It is the policy of Marion County that general fund resources shall not be transferred to backfill, i.e., replaced, reduced or eliminated federal, state, foundation or other grant or contract funding, or any other program resource, unless specific conditions set by the Board of Commissioners are met.”

MODIFICATION OF NET WORKING CAPITAL (Section 400 – Policy 416) – The purpose is to establish a policy for budgeting actual net working capital to replace budgeted net working capital during budget execution to provide better financial information with which to manage budgets.

- “It is the policy of Marion County that departments are required to submit supplemental budget requests to modify adopted budget net working capital to actual net working capital after the actual has been calculated and recorded in the financial management system.”

¹ *State of Oregon Department of Revenue – Local Budgeting Manual*

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FINANCIAL POLICIES

USE OF ONE-TIME AND UNPREDICTABLE REVENUE (Section 400 – Policy 417) – The purpose is to establish a policy for restrictions on budget allocation and expenditure of unusual or singular occurrence revenue, or that is highly unpredictable, for operating funds.

- “It is the policy of Marion County that there shall be restrictions on the use of one-time or unpredictable revenue for ongoing expenditures, and the proposed use, if any, shall be clearly identified in the budget.”

GENERAL FUND TRANSFERS TO OTHER FUNDS (Section 400 – Policy 415) – The purpose is to establish a policy for expending appropriated transfers from the General Fund to non-General Fund activities.

- “It is the policy of Marion County that all General Fund transfers that provide either total or supplemental funding to programs and services of other funds are subject to reversion of unexpended balances to the General Fund at fiscal year-end.”

TRANSFERS BETWEEN DEPARTMENTAL APPROPRIATION CATEGORIES (Section 400 – Policy 406) – The purpose is to establish a policy that substantiates Board of Commissioners’ authority to approve budget appropriation transfers.

- “It is the policy of Marion County that the transfers of monies between departmental appropriation categories, using the object classifications of reserves, special payments, transfers, contingency, capital outlay, materials and services, and personal services, require prior authorization by the Board of Commissioners.”

POSITION CONTROL (Section 400 – Policy 491) – The purpose is to establish a policy to manage increases in the number of personnel positions in department programs.

- “It is the policy of Marion County that departments and programs may increase the total number of full-time equivalent (FTE) personnel positions over approved program budget levels only when there is new revenue to support such positions. All FTE increases must be approved through the budget process.”

VACANT POSITIONS TERMINATION (Section 300 – Policy 306) – The purpose is to establish budget policy and procedure concerning the handling of vacant positions whenever it is clear that such positions will not be filled during the current or ensuing budget year.

- “Personnel positions that have not been filled or are not currently under recruitment during the current fiscal year shall not be included in a department’s requested annual budget for the ensuing fiscal year. Elimination of vacant positions must be done in accordance with Marion County Personnel Rules.”

ADMINISTRATIVE CHARGES (Section 400 – Policy 409) – The purpose is to establish the use of administrative charges as a means to financing the operations of centralized activities of county departments and programs.

- “It is the policy of Marion County to identify the full cost of delivering programs and services that benefit the county as a whole. Administrative charges provide a useful means of accounting for such centralized activities as human resources, financial services, risk and facilities management, information technology, and Board of Commissioners’ oversight. It is the intent of the Board of

MARION COUNTY FY 2019-20 BUDGET
APPENDIX F
FINANCIAL POLICIES

Commissioners that all departments, agencies, and funds receive a fair allocation of cost of the central services operations of Marion County.”

FEDERAL AWARDS: ADMINISTRATION AND DEFINITIONS (Section 400 – Policy 430) – The purpose is to establish policies and procedures over the administration of Federal Awards.

- “It is the policy of Marion County that all Federal Awards are subject to the established requirements as set forth by the federal government in the Uniform Guidance for Federal Awards and other laws and regulations as required by the Federal Award Agreement and the granting agency.”

FEDERAL AWARDS: ALLOWABLE COSTS (Section 400 – Policy 431) – The purpose is to establish policies and procedures over the allowable costs of Federal Awards, including those passed through from the State of Oregon or other granting organizations.

- “It is the policy of Marion County that all Federal Awards are subject to the established requirements as set forth by the federal government in the Uniform Guidance for Federal Awards and other laws and regulations as required by the Federal Award Agreement and the granting agency.”

CAPITAL OUTLAY APPROPRIATIONS (Section 400 – Policy 411) – The purpose is to establish the guidelines and procedures to be used concerning capital outlay appropriations.

- “Capital outlay items will be budgeted and appropriated during the annual budget process. A capital projects fund will be established. All capital purchases supported by the General Fund shall be expended from this fund. Non-General Fund capital purchases will be budgeted in the fund from which the expenditures will be incurred. All capital purchases will be monitored by the capital projects coordinator, and reviewed by the Budget Committee. Requests for capital items not submitted during the annual budget process may be considered during the year through the supplemental budget process”.

MODIFICATION OF APPROVED CAPITAL OUTLAY APPROPRIATIONS (Section 400 – Policy 412) – The purpose is to establish a policy that sets forth the process for obtaining approval for modification to approved capital outlay requests.

- “Capital outlay are reviewed and approved during the annual budget process each fiscal year, as described in the Capital Outlay Appropriations administrative policy and procedure. These requests are based upon the best information known at the time the request is submitted. Due to price increases or other unknown factors, the estimated costs may change between the time the budget is adopted and the time the purchase is made or the work is actually done. Modifications to approved capital outlay amounts shall be submitted to the capital projects coordinator following the process outlined.”

NEW CAPITAL OUTLAY APPROPRIATIONS: POST-BUDGET ADOPTION (Section 400 – Policy 413) – The purpose is to set forth the process for obtaining approval of capital purchases that were not included in the adopted budget for the fiscal year.

- “Capital outlay items are approved during the annual budget process, as described in the Capital Outlay Appropriations administrative policy and procedure. However, throughout the fiscal year, emergency situations may arise that require additional capital expenditures. Requests for the purchase of capital items that were not included in the department’s approved budget shall be

MARION COUNTY FY 2019-20 BUDGET
APPENDIX F
FINANCIAL POLICIES

submitted in accordance with the following procedures. These items must be approved before purchase through a supplemental budget or special resolution. If these items are not of emergency nature, they should be requested as a part of the budget for the next fiscal year, in accordance with the Capital Outlays Appropriations administrative policy and procedure.”

CAPITAL IMPROVEMENT PROJECT PLAN (Section 400 – Policy 414) – The purpose is to establish an official statement of public policy regarding the physical maintenance and development of Marion County’s infrastructure.

- “It is the policy of Marion County to maintain a sound and workable capital improvement project plan. The CIP document shall be the basis for a system for the proposal, approval, execution, oversight, and monitoring of all Marion County capital improvement projects on financial and production bases. The CIP document is a long range strategic document which identifies CIP’s well in advance of need.”

FIXED ASSET CONTROL – (Section 400 – Policy 403) – The purpose of the policy is to establish accountability for county fixed assets at the department level.

- “It is the policy of Marion County that each department head and elected official will be responsible for the inventory, tagging and control of all fixed assets in his or her department.”

OTHER FINANCIAL POLICIES

There are other Marion County policies that have an indirect relationship to development and execution of the county budget.

- Annual audits – **(Section 400 – Policy 407)**
- Assessing fees for services provided by the county to outside agencies and organizations – **(Section 400 – Policy 401)**
- Collection of accounts receivable – **(Section 400 – Policy 402)**
- Federal Awards – Sub-recipient Monitoring – **(Section 400 – Policy 432)**
- Investment of public funds – **(Section 400 – Policy 496)**
- Merchant Cards – **(Section 400 – Policy 493)**
- Revenue bonds in partnership with nonprofit agencies – **(Section 400 – Policy 408)**

MARION COUNTY FY 2019-20 BUDGET

APPENDIX I CONTINGENCY, RESERVES AND ENDING FUND BALANCE

Per Marion County Policy 490, the General Fund budget shall include a contingency of no less than 1% of adjusted general fund resource and an Unappropriated Ending Fund Balance of no less than 5% of adjusted general fund resources. Adjusted General Fund resources will exclude net working capital, as well as other material transfers-in that are deemed "one-time" transfers. The Rainy Day Fund unappropriated reserves are available (under certain conditions) to meet the purposes of this policy.

General Reserves¹				
	Contingency	Reserve for Future Expenditures	Unappropriated Ending Fund Balance	Adjusted General Fund Resources²
General Fund	1,496,087	-	6,530,528	90,610,551
Rainy Day	-	2,312,431	-	-
Total	\$ 1,496,087	\$ 2,312,431	\$ 6,530,528	\$ 90,610,551
FY 2019-20 % Reserves based on Adj General Fund Resources	1.7%	2.6%	7.2%	11.4%
FY 2018-19 % Reserves based on Adj General Fund Resources (Adopted)	1.5%	2.6%	6.0%	10.1%

1 = Reserve includes the sum of Contingency, Reserve for Future Expenditure and Unappropriated Ending Fund Balance.

2 = Adjusted General Fund resources are total resources less net working capital.

MARION COUNTY FY 2019-20 BUDGET

APPENDIX I

CONTINGENCY, RESERVES AND ENDING FUND BALANCE

Below is a summary table of all funds and the % of reserves (contingency, reserve for future expenditures and unappropriated ending fund balance), for all funds based on total budget.

Funds	Contingency	Reserve for Future Expenditures	Unappropriated Ending Fund Balance	Total Budget By Fund
Building Inspection	340,800	-	3,272,804	7,022,136
Capital Building and Equipment	-	137,101	-	137,101
Capital Improvement Projects	263,561	6,174,068	-	13,942,661
Central Services	-	-	-	27,648,342
Child Support	-	-	-	2,017,930
Community Corrections	56,188	-	-	16,750,712
Community Services Grants	-	-	-	83,984
County Clerk Records	24,500	-	56,396	277,441
County Fair	21,500	-	-	626,054
County Schools	-	-	-	951,000
Criminal Justice Assessment	20,000	-	608,232	1,399,346
Debt Service	-	-	2,803,401	11,424,847
District Attorney Grants	57,203	-	-	1,240,153
Dog Services	-	-	-	1,656,104
Enhanced Public Safety ESSD	298,562	-	991,488	2,985,615
Environmental Services	5,668,786	-	9,156,710	42,191,394
Facility Renovation	356,933	2,021,917	-	7,992,635
Fleet Management	312,700	-	501,002	3,941,651
General Fund	1,496,087	-	6,530,528	103,046,544
Health and Human Services	3,695,895	-	3,348,358	73,564,087
Inmate Welfare	65,616	-	373,130	656,163
Juvenile Grants	331,710	-	444,526	3,317,102
Land Use Planning	-	-	-	1,222,239
Law Library	29,285	-	719,275	1,036,717
Lottery and Economic Dev	150,000	-	-	4,068,756
Non Departmental Grants	111,346	-	490,323	1,154,742
Parks	76,500	-	139,992	983,742
Public Works	4,467,700	-	16,751,934	66,867,739
Rainy Day	-	2,312,431	-	2,312,431
Self Insurance	2,000,000	-	9,227,610	41,764,410
Sheriff Grants	396,099	-	67,214	4,221,307
Stormwater Management	128,000	-	693,587	2,110,403
Surveyor	58,000	-	2,271,900	2,917,226
Tax Title Land Sales	50,000	-	211,734	681,312
Traffic Safety Team	304,714	-	64,149	3,057,132
Total	\$ 20,781,685	\$ 10,645,517	\$ 58,724,293	\$ 455,271,158

MARION COUNTY FY 2019-20 BUDGET
APPENDIX J
CHANGES IN ENDING FUND BALANCE

CHANGES IN ENDING FUND BALANCE BY FUND

The change between beginning fund balance and ending fund balance is one indicator of the financial condition of a fund. A small or no change likely indicates stability; a substantially larger ending fund balance is often a sign of financial improvement, while a substantially small or smaller ending fund balance may indicate a problem.

The Summary of Budgeted Changes in Fund Balance FY 2019-20 on the following page illustrates how some funds may have funding difficulties in due to greatly reduced, little, or no net working capital. The most critical problem is within departmental budgets where many funds will intentionally have an ending fund balance to carry into the following year for cash flow purposes to continue operating until sufficient new revenue is received. Also, special revenue funds utilizing large federal grant funds would normally carry grant unexpended balances into the following county fiscal year first quarter. This enables continued funding of programs until new federal funds are received in October, the first quarter of the new federal fiscal year.

Non-Departmental funds may have a wide variety as to sources and uses of funds, while others function only to the extent that earmarked revenue is received. Capital funds are generally not expected to have ending fund balances, as funds not budgeted for expenditure are allocated to contingency or reserve for future expenditure. Contingency and reserve for future expenditure are classified as expenditures on the schedule on the following page.

Note that the number of funds and the extent of the decline in their fund balances "may" indicate financial difficulties. It is common for many types of funds to end a fiscal year with a larger fund balance than budgeted. Departments often budget for contingency rather than tying up funds in ending fund balance where, by local budget law, it cannot be readily accessed, and the contingency is frequently not utilized. On the expenditure side, personnel services budgets are rarely fully expended due to employee turnover and hiring lag and there is frequently savings in other appropriation categories. These savings all end up in ending fund balance. The explanation of whether or not a change in ending fund balance is good, bad or neutral lies throughout this book in budget justifications.

The beginning fund balance is by definition also the ending fund balance of the prior fiscal year. Marion County uses the terminology "net working capital" instead of beginning fund balance in budgeting. Revenues include all resources except beginning fund balance. Expenditures include contingency and reserve for future expenditure. Ending fund balance includes includes those funds classified as reserves.

MARION COUNTY FY 2019-20 BUDGET
APPENDIX J
CHANGES IN ENDING FUND BALANCE

Summary of Budgeted Changes In Fund Balance by Fund FY 2019-20						
Fund Name	Beginning Fund Balance	Revenues	Expenditures	Ending Fund Balance	Change From Prior Year	% Change
Departmental						
General Fund	12,435,993	90,610,551	96,516,016	6,530,528	(5,905,465)	-47.5%
Building Inspection	3,782,136	3,240,000	3,749,332	3,272,804	(509,332)	-13.5%
Central Services	-	27,648,342	27,648,342	-	-	0.0%
Child Support	-	2,017,930	2,017,930	-	-	0.0%
Community Corrections	1,215,829	15,534,883	16,750,712	-	(1,215,829)	-100.0%
Community Services Grants	18,554	65,430	83,984	-	(18,554)	-100.0%
County Clerk Records	126,441	151,000	221,045	56,396	(70,045)	-55.4%
County Fair	175,212	450,842	626,054	-	(175,212)	-100.0%
District Attorney Grants	223,392	1,016,761	1,240,153	-	(223,392)	-100.0%
Dog Control	33,708	1,622,396	1,656,104	-	(33,708)	-100.0%
Enhanced Public Safety ESSD	1,366,854	1,618,761	1,994,127	991,488	(375,366)	0.0%
Environmental Services	15,312,127	26,879,267	33,034,684	9,156,710	(6,155,417)	-40.2%
Fleet Management	1,928,491	2,013,160	3,440,649	501,002	(1,427,489)	-74.0%
Health and Human Services	20,029,109	53,534,978	70,215,729	3,348,358	(16,680,751)	-83.3%
Inmate Welfare	426,398	229,765	283,033	373,130	(53,268)	-12.5%
Juvenile Grants	956,300	2,360,802	2,872,576	444,526	(511,774)	-53.5%
Land Use Planning	-	1,222,239	1,222,239	-	-	0.0%
Law Library	728,488	308,229	317,442	719,275	(9,213)	-1.3%
Lottery and Economic Development	1,946,763	2,121,993	4,068,756	-	(1,946,763)	-100.0%
Parks	403,833	579,909	843,750	139,992	(263,841)	-65.3%
Public Works	28,050,918	38,816,821	50,115,805	16,751,934	(11,298,984)	-40.3%
Sheriff Grants	564,890	3,656,417	4,154,093	67,214	(497,676)	-88.1%
Stormwater Management	1,009,037	1,101,366	1,416,816	693,587	(315,450)	-31.3%
Surveyor	2,258,217	659,009	645,326	2,271,900	13,683	0.6%
Traffic Safety Team	1,052,723	2,004,409	2,992,983	64,149	(988,574)	-93.9%
Total Departmental	94,045,413	279,465,260	328,127,680	45,382,993	(48,662,420)	-51.7%
Non-Departmental						
County Schools	102,000	849,000	951,000	-	(102,000)	0.0%
Criminal Justice Assessment	689,661	709,685	791,114	608,232	(81,429)	-11.8%
Debt Service	2,764,336	8,660,511	8,621,446	2,803,401	39,065	1.4%
Non Departmental Grants	851,790	302,952	664,419	490,323	(361,467)	-42.4%
Rainy Day	2,288,331	24,100	2,312,431	-	(2,288,331)	-100.0%
Self Insurance	11,549,485	30,214,925	32,536,800	9,227,610	(2,321,875)	-20.1%
Tax Title Land Sales	437,348	243,964	469,578	211,734	(225,614)	-51.6%
Total Non-Departmental	18,682,951	41,005,137	46,346,788	13,341,300	(5,341,651)	-28.6%
Capital						
Capital Building and Equipment	134,453	2,648	137,101	-	(134,453)	-100.0%
Capital Improvement Projects	8,666,047	5,276,614	13,942,661	-	(8,666,047)	-100.0%
Facility Renovation	7,881,088	111,547	7,992,635	-	(7,881,088)	-100.0%
Total Capital	16,681,588	5,390,809	22,072,397	-	(16,681,588)	-100.0%
Total Budget	129,409,952	325,861,206	396,546,865	58,724,293	(70,685,659)	-54.6%

MARION COUNTY FY 2019-20 BUDGET
APPENDIX K
FULL TIME EQUIVALENT POSITIONS (FTE) BY DEPARTMENT

Marion County Budget FY 2019-20 - Budget Officer Proposed

	FY 16-17	FY 17-18	FY 18-19	FY 19-20	Diff
Assessor's Office	51.00	51.00	51.00	51.00	0.00
Board of Commissioners Office	15.00	15.00	15.00	15.00	0.00
Business Services	62.00	63.00	65.00	65.00	0.00
Clerk's Office	13.50	14.50	14.70	14.70	0.00
Community Services	21.35	21.65	21.65	21.65	0.00
District Attorney's Office	89.53	91.03	93.43	91.10	(2.33)
Finance	18.80	20.00	20.60	20.60	0.00
Health and Human Services	435.95	453.92	455.33	451.16	(4.17)
Information Technology	57.00	60.00	62.00	63.00	1.00
Justice Court	8.00	8.00	8.00	8.00	0.00
Juvenile	105.10	107.60	108.21	108.21	0.00
Legal	10.40	11.80	11.80	11.80	0.00
Public Works	202.00	207.00	224.30	225.30	1.00
Sheriff's Office	350.50	349.50	362.50	357.50	(5.00)
Treasurer's Office	2.50	2.50	2.50	2.50	0.00
Total	1442.63	1476.50	1516.02	1506.52	(9.50)

Central Services 580 Breakdown	FY 16-17	FY 17-18	FY 18-19	FY 19-20	Diff
Board of Commissioners Office	15.00	15.00	15.00	15.00	0.00
Business Services	62.00	63.00	65.00	65.00	0.00
Finance	18.80	20.00	20.60	20.60	0.00
Information Technology	57.00	60.00	62.00	63.00	1.00
Legal	9.00	10.00	10.00	10.00	0.00
Total	161.80	168.00	172.60	173.60	1.00

General Fund 100 Breakdown	FY 16-17	FY 17-18	FY 18-19	FY 19-20	Diff
Assessor's Office	51.00	51.00	51.00	51.00	0.00
Clerk's Office	12.50	13.50	13.70	13.70	0.00
Community Services	5.54	6.65	6.65	6.65	0.00
District Attorney's Office	64.25	66.34	67.34	68.01	0.67
Justice Court	8.00	8.00	8.00	8.00	0.00
Juvenile	75.70	75.70	88.53	88.53	0.00
Sheriff's Office	240.38	242.29	244.29	244.29	0.00
Treasurer's Office	2.50	2.50	2.50	2.50	0.00
Total	459.87	465.98	482.01	482.68	0.67

MARION COUNTY FY 2019-20 BUDGET

APPENDIX K

FULL TIME EQUIVALENT POSITIONS (FTE) BY DEPARTMENT

Marion County Full Time Equivalent Positions By Fund

Budgeted Positions excludes temps, volunteers, students, interns, and contract workers

Clerk's Office	Fund #	FY 16-17	FY 17-18	FY 18-19	FY 19-20	Diff
County Clerk Records	120	1.00	1.00	1.00	1.00	0.00

Community Services	Fund #	FY 16-17	FY 17-18	FY 18-19	FY 19-20	Diff
Community Services Grants	160	0.50	0.00	0.00	0.00	0.00
Lottery and Economic Dev	165	3.00	3.00	3.00	3.00	0.00
Dog Services	230	11.80	12.00	12.00	12.00	0.00
County Fair	270	0.51	0.00	0.00	0.00	0.00

District Attorney's Office	Fund #	FY 16-17	FY 17-18	FY 18-19	FY 19-20	Diff
Child Support	220	13.20	13.20	14.60	14.60	0.00
District Attorney Grants	300	12.08	11.49	11.49	8.49	(3.00)

Health and Human Services	Fund #	FY 16-17	FY 17-18	FY 18-19	FY 19-20	Diff
Health and Human Services	190	435.95	453.92	455.33	451.16	(4.17)

Juvenile	Fund #	FY 16-17	FY 17-18	FY 18-19	FY 19-20	Diff
Juvenile Grants	125	29.40	31.90	19.68	19.68	0.00

Legal	Fund #	FY 16-17	FY 17-18	FY 18-19	FY 19-20	Diff
Law Library	260	1.40	1.80	1.80	1.80	0.00

Public Works	Fund #	FY 16-17	FY 17-18	FY 18-19	FY 19-20	Diff
Public Works	130	142.78	141.38	149.59	149.42	(0.17)
Land Use Planning	305	6.97	6.97	6.39	6.39	0.00
Parks	310	1.00	1.00	2.06	2.06	0.00
Surveyor	320	4.06	4.06	4.07	4.24	0.17
Building Inspection	330	20.49	22.49	23.87	23.87	0.00
Environmental Services	510	25.45	25.35	31.73	32.73	1.00
Stormwater Management	515	1.25	5.75	6.59	6.59	0.00

Sheriff's Office	Fund #	FY 16-17	FY 17-18	FY 18-19	FY 19-20	Diff
Community Corrections	180	82.17	78.11	78.11	73.11	(5.00)
Enhanced Public Safety ESSD	245	0.00	0.00	10.00	10.00	0.00
Sheriff Grants	250	16.70	17.85	18.35	18.35	0.00
Traffic Safety Team	255	10.25	10.25	10.75	10.75	0.00
Inmate Welfare	290	1.00	1.00	1.00	1.00	0.00

FY 2019-20 Decision Packages - Budget Officer Recommended

Fund and Department / Title of Decision Package		Program	Fund	Dept Priority	FTE Requested	Department Total Request	General Fund Transfers	Other Funds	FTE Approved	Amount Approved General Fund	Amount Approved Other Fund	Amount Denied
CENTRAL SERVICES FUND REQUESTS												
Board of Commissioners												
BOC-1	Media and Communications Specialist	Board of Commissioners	580	1	1.00	125,969	-	125,969	0.00			125,969
BOC Dept Total					1.00	\$ 125,969	\$ -	\$ 125,969	0.00	\$ -	\$ -	\$ 125,969
Business Services Department												
BS-1	ALICE and SDS Subscriptions	Risk Management	580	1	0.00	21,800	-	21,800	0.00		21,800	
BS-2	Custodial M&S Increase - 5%	Facilities Management	580	1	0.00	5,000	-	5,000	0.00		5,000	
BS-3	Custodial Services for Health Leased Spaces	Facilities Management	580	2	2.00	112,014	-	112,014	0.00			112,014
BS-4	Garten - Grounds Maintenance	Facilities Management	580	2	0.00	115,000	-	115,000	0.00			115,000
BS-5	Groundskeeper	Facilities Management	580	1	1.00	68,717	-	68,717	0.00			68,717
BS-6	HR Specialist - Confidential	Human Resources	580	1	1.00	69,541	-	69,541	0.00			69,541
BS-7	Maintenance M&S Increase - 5%	Facilities Management	580	1	0.00	26,575	-	26,575	0.00		26,575	
BS-8	Recruitment - GovJobs contract increase	Human Resources	580	0	0.00	6,015	-	6,015	0.00			6,015
BS-9	Training and Development - eLogic Licenses	Human Resources	580	1	0.00	1,650	-	1,650	0.00			1,650
Business Services Dept Total					4.00	\$ 426,312	\$ -	\$ 426,312	0.00	\$ -	\$ 53,375	\$ 372,937
Finance Department												
FI-1	Increase Audit Services	Central Finance	580	1	0.00	43,000	-	43,000	0.00		14,000	29,000
Finance Dept Total					0.00	\$ 43,000	\$ -	\$ 43,000	0.00		\$ 14,000	\$ 29,000
Information Technology Department												
IT-1	FY 19-20 Annual Software, Hardware and Subscription Price Increase	Technology Solutions	580	1	0.00	47,528	-	47,528	0.00		47,528	
IT-2	FY19-20 Assessment and Taxation System Replacement	IT Operations	580	7	0.00	5,000	-	5,000	0.00		5,000	
IT-3	FY 19-20 Computer Forensic Specialist and Body Camera Tech Support	Technology Solutions	580	5	1.00	82,105	-	82,105	0.00			82,105
IT-4	FY19-20 - Constituent Management System Enhancement	Technology Solutions	580	11	0.00	13,000	-	13,000	0.00			13,000
IT-5	FY19-20 - Contracts Management System Consulting Services and Training	Technology Solutions	580	10	0.00	70,000	-	70,000	0.00			70,000
IT-6	FY19-20 - End of Life Computing System Replacement	IT Operations	580	6	0.00	23,880	-	23,880	0.00		23,880	
IT-7	FY19-20 - Enterprise Network Redesign - Phase 2 of 5 - City of Salem Fiber	IT Operations	580	5	0.00	18,000	-	18,000	0.00		18,000	
IT-8	FY19-20 IT Intern to Support Technician	IT Operations	580	3	1.00	62,693	-	62,693	1.00			62,693
IT-9	FY19-20 IT Security Program - Information Security Awareness and Training	IT Operations	580	7	0.00	18,680	-	18,680	0.00		18,680	
IT-10	FY19-20 IT Security Program Password Manager & Reset S/W Training	IT Operations	580	9	0.00	13,000	-	13,000	0.00		13,000	
IT-11	FY 19-20 IT Systems Administrator	IT Operations	580	4	2.00	178,024	-	178,024	0.00			178,024
IT-12	FY 19-20 Newly Purchased Enterprise Software, Hardware and Subscriptions	Technology Solutions	580	2	0.00	161,576	-	161,576	0.00		161,576	
IT Dept Total					4.00	\$ 693,486	\$ -	\$ 693,486	1.00	\$ -	\$ 350,357	\$ 343,129
Legal Department												
LE-1	Cell Phones	Legal Counsel	580	2	0.00	1,550	-	1,550	0.00		1,550	
LE-2	Legal Services for Labor Relations	Legal Counsel	580	1	0.00	20,000	-	20,000	0.00		20,000	
Finance Dept Total					0.00	\$ 21,550	\$ -	\$ 21,550	0.00	\$ -	\$ 21,550	\$ -
Central Services Total					9.00	\$ 1,310,317	\$ -	\$ 1,310,317	1.00	\$ -	\$ 439,282	\$ 871,035

FY 2019-20 Decision Packages - Budget Officer Recommended

Fund and Department / Title of Decision Package		Program	Fund	Dept Priority	FTE Requested	Department Total Request	General Fund Transfers	Other Funds	FTE Approved	Amount Approved General Fund	Amount Approved Other Fund	Amount Denied
GENERAL FUND & OTHER REQUESTS												
Assessor's Office												
AS-1	Cartographer/GIS Technician	Cartography	100	1	1.00	69,942	69,942	-	0.00			69,942
AS-2	Rural Property Appraiser	Valuation	100	2	1.00	71,279	71,279	-	0.00			71,279
Assessor's Office Total					2.00	\$ 141,221	\$ 141,221	\$ -	0.00	\$ -	\$ -	\$ 141,221
Community Services												
CS-1	Administrative Fee offset CS Grants	CS Children and Families	160	5	0.00	3,445	3,445	-	0.00	3,445		
CS-2	Children and Families Support	CS Administration	100	3	0.00	50,000	50,000	-	0.00	25,000		25,000
CS-3	Community Coordinator	CS Administration	100	2	1.00	83,107	83,107	-	0.00			83,107
CS-4	Dog License and Canvas Project - temp staffing	Dog Services	230	6	0.00	20,707	20,707	-	0.00			20,707
CS-5	Exercise Yard Renovations	Dog Services	230	13	0.00	1,000	-	1,000	0.00		1,000	
CS-6	Fair Administration Fee Increase	County Fair	270	10	0.00	6,951	6,951	-	0.00			6,951
CS-7	Fair Ground Paving Project	County Fair	270	7	0.00	60,000	60,000	-	0.00	60,000		
CS-8	Real Room Remodel	Dog Services	230	12	0.00	6,600	6,600	-	0.00			6,600
CS-9	Shelter Buddy Licensing and Annual Teller Interface	Dog Services	230	1	0.00	14,818	14,818	-	0.00	14,818		
CS-10	Travel and Training	CS Administration	100	9	0.00	6,150	6,150	-	0.00			6,150
CS-11	Travel and Training for Dog Services	Dog Services	230	8	0.00	3,300	-	3,300	0.00		3,300	
Community Service Total					1.00	\$ 256,078	\$ 251,778	\$ 4,300	0.00	\$ 103,263	\$ 4,300	\$ 148,515
District Attorney's Office												
DA-1	Fund 100 Materials and Services Increase	Adult Prosecute & Victim Asst	100	3	0.00	100,000	100,000	-	0.00	25,000		75,000
DA-2	Legal Secretary 1 - ME & JV	Medical Examiner & Juv Enf	100	2	1.00	50,478	50,478	-	1.00	50,478		
DA-3	Medical Examiner Vehicle	Medical Examiner	100	1	0.00	36,300	36,300	-	0.00			36,300
District Attorney's Office Total					1.00	\$ 186,778	\$ 186,778	\$ -	1.00	\$ 75,478	\$ -	\$ 111,300
Health and Human Services												
HHS-1	Behavioral Health Emergency Preparedness	Emergency Preparedness	190	2	1.00	84,739	84,739	-	0.00			84,739
HHS-2	Behavioral Health Nursing Services	Adult Outpatient MH Services	190	4	1.00	109,511	-	109,511	1.00		109,511	
HHS-3	CBH and Human Services Data Analytics	Child and Youth MH Services	190	5	1.00	84,742	-	84,742	1.00		84,742	
HHS-4	Housing and Homeless Coordination	Residential and Support Services	190	1	2.00	171,572	171,572	-	0.00			171,572
HHS-5	Infrastructure and Program Support	HE Administrative Services	190	3	6.00	510,234	-	510,234	6.00		510,234	
Health and Human Services Total					11.00	\$ 960,798	\$ 256,311	\$ 704,487	8.00	\$ -	\$ 704,487	\$ 256,311
Juvenile Department												
JV-1	Bunk Beds for GAP	Juvenile Youth Services	100	3	0.00	20,594	20,594	-	0.00			20,594
JV-2	Juvenile Culinary Arts Program - Option 2	Juvenile Youth Services	100	2	1.00	257,558	257,558	-	0.00	145,570		111,988
JV-3	Training	JU Administration	100	5	0.00	5,000	5,000	-	0.00			5,000
JV-4	Washer and Dryers Detention	Juvenile Youth Services	100	4	0.00	9,800	9,800	-	0.00	9,800		
Juvenile Dept Total					1.00	\$ 292,952	\$ 292,952	\$ -	0.00	\$ 155,370	\$ -	\$ 137,582
Public Works Department												
PW-1	Environmental Services - Covanta Scale Attendant	Environmental Services	510	1	1.00	40,656	-	40,656	1.00		40,656	
PW-2	Parks - Joryville Parking Lot - Capital Outlay	County Parks	310	1	0.00	70,664	70,664	-	0.00			70,664
PW-3	Parks - New Signs	County Parks	310	3	0.00	5,000	5,000	-	0.00			5,000
PW-4	Parks - Spong's Landing Parking Lot - Capital Outlay	County Parks	310	2	0.00	38,940	38,940	-	0.00			38,940
PW-5	Parks - Temporary Seasonal Maintenance Workers	County Parks	310	1	0.00	35,200	35,200	-	0.00			35,200
Public Works Dept Total					1.00	\$ 190,460	\$ 149,804	\$ 40,656	1.00	\$ -	\$ 40,656	\$ 149,804

FY 2019-20 Decision Packages - Budget Officer Recommended

Fund and Department / Title of Decision Package		Program	Fund	Dept Priority	FTE Requested	Department Total Request	General Fund Transfers	Other Funds	FTE Approved	Amount Approved General Fund	Amount Approved Other Fund	Amount Denied
Sheriff's Office												
SO-1	SO Code Enforcement Property Cleanup	Community Resource Unit	100	4	0.00	200,000	200,000	-	0.00			200,000
SO-2	SO Communications Services	SO Operations Support	100	1	0.00	68,477	68,477	-	0.00	68,477		
SO-3	SO - Complete Portable Radio Jail Upgrade	SO Operations Support	100	3	0.00	99,939	99,939	-	0.00	99,939		
SO-4	SO Jail ADA Unit G4	Jail Operations	100	2	11.00	1,071,274	1,070,314	960	0.00			1,071,274
Sheriff's Office Total					11.00	\$ 1,439,690	\$ 1,438,730	\$ 960	0.00	\$ 168,416	\$ -	\$ 1,271,274
General & Other Fund Total					28.00	\$ 3,467,977	\$ 2,717,574	\$ 750,403	10.00	\$ 502,527	\$ 749,443	\$ 2,216,007
Grand Total - Central Services, General and Other Funds					37.00	\$ 4,778,294	\$ 2,717,574	\$ 2,060,720	11.00	\$ 502,527	\$ 1,188,725	\$ 3,087,042

Decision Package Summary

		<u>GF Only</u>	<u>OF Only</u>	<u>Total</u>
Decision Package Requests:	59	\$ 2,717,574	\$ 2,060,720	\$ 4,778,294
FTE Requests	37	19	18	37
Decision Packages Approved	27	\$ 502,527	\$ 1,188,725	\$ 1,691,252
FTE Approved:	11	1	10	11
Decision Packages Denied	32	\$ 2,215,047	\$ 871,995	\$ 3,087,042
FTE Denied:	26	18	8	26