

# Public Copy



## **FISCAL YEAR 2018-19 BUDGET COMMITTEE APPROVED BUDGET\***

\*There were no monetary changes from the Budget Officer Proposed stage of the FY 2018-19 budget to the Budget Committee Approved stage.

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**Capital Improvement Projects 5-Year Summary (separate binder)**

Capital Improvement Projects 5-Year Summary



## Marion County Annual Budget Fiscal Year 2018-2019 Budget Officer's Message

### Mission Statement

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

June 5, 2018

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

#### *"Public Meeting*

*At Champooick May 2, 1843*

*At a public meeting of the inhabitants of the Willamette Settlements, held in accordance with the call of the committee, chosen at a former meeting, for the purpose of taking steps to organize themselves into a civil community, and provide themselves with the protection, secured by law and order...."*\*

\*Minutes of the Willamette Settlers meeting at Champoeg to vote on the formation of a provisional government. Historians have estimated the vote to be 52-50.

### **The Fiscal Year 2018-19 Proposed Budget** ***Celebrating 175 Years of Service***

In 1843, a group of settlers gathered to form Oregon's first Provisional Government. The historic vote was held on the banks of the Willamette River at Champoeg and the Organic Laws of Oregon were adopted on July 5<sup>th</sup>. The Oregon Country was divided into four districts including Tuality, Yamhill, Clackamas, and Champooic, which was later renamed Champoeg. In 1849, it became known as Marion County after Revolutionary War General Francis Marion. The U.S. Census of Population, in 1850, reported Marion County's population as 2,749. At that time, attacks on livestock by predators, land grants, and settling probate were some of the issues of the day.

Early county officials collected taxes to provide essential services as we do now. An 1863 receipts and expenditures document located in county archives show 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. An allocation of \$2,286.80 to support paupers, payments for land surveyor and road supervisor were \$139.45 and \$348 respectively, and \$4,891 for building bridges. Other elected officials, at the time, included the assessor, clerk, and treasurer.

Although much has changed in the 175 years since that first meeting, throughout Marion County's existence, new responsibilities have been added as the county has grown and transformed.

### **The FY 2018-19 Proposed Budget**

The Marion County Fiscal Year 2018-19 Proposed Budget total is \$445,424,664 with a net increase of \$15.5 million and 28 FTE. The General Fund revenue increased by \$2.6 million and General Fund Resources increased \$2,109,730 or 2.1% to \$101,783,890, a General Fund milestone. All other funds total \$343,640,774 (see Table I). Property taxes increased 4.15% over the current year estimate. The

General Fund ending fund balance is \$5.26 million and represents 6.01% of the total General Fund revenues. There is also a contingency of \$1.3 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 \$56.7 million or -9.1% less than FY 2017-18.

Officials prioritized public safety in the 1800's and we do as well. Of the \$102 million General Fund we allocate 78% to public safety. Today, the county is responsible for expanded services in enforcement, incarceration, and prosecution, road and bridge maintenance, public and mental health services, property assessment, elections, and more. Marion County started as, and remains, a service organization.

### **FY 2018-19 Budget Drivers**

Budgets are affected by many internal and external factors including changes in tax revenues, PERS, legislation, health insurance, and the surrounding economy. The county's population has increased to 339,200 (PSU, 2017) and Marion County's unemployment rate was 4% in April of 2018. The improved economy and increased population is reflected in the demand for services and a corresponding growth in county revenues and personnel, reaching another historic high of \$445 million and 1,510.17 Full Time Equivalent (FTE) employees.

**Property Tax Revenue**—The budgeted property tax revenue for FY 2018-19 is projected by our Council of Economic Advisors to increase by 4.15% over the current year budget estimate. Property tax receipts for FY 2018-19 are budgeted at \$71.3 million with prior year taxes and interest adding another \$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. Clearly, as property values increase, compression is reduced and tax revenue increases. On the other hand, with the increase in property values the county loses more revenue to Urban Renewal Districts. The estimated loss in revenue from these districts in FY 2018-19 is estimated to be more than \$2 million.

**Wages, PERS, Health and Other Benefits**—This budget adds 28 FTE, for a total of 1,510.17 FTE. With merit increases, market adjustments, and negotiated COLA's, the total cost of personnel is \$160.3 million for an increase of 5.5% or \$8.3 million. Salaries and wages total \$100.7 million, which have increased \$3.9 million or 4%. Total fringe benefits, including payroll taxes amount to \$59.6 million for an increase of 8.2%. Driven primarily by PERS and health insurance costs, fringe benefits now equal 59.2% of total salaries and wages and are 37% of total personnel services, up from 28.5% ten years ago. Health benefits of \$25.6 million and PERS costs (including debt service) at \$24.1 million are now 84% of the cost of fringe benefits. Future fringe benefits will need to be controlled as costs continue to rise dramatically. Ten years ago health benefit costs were \$13.8 million while PERS costs were \$8.3 million. In the proposed budget, health insurance costs increase by \$1.6 million, while PERS costs increase by \$2.1 million. These increases will be much larger in FY 2019-20 as the PERS board changes the rates charged local governments at the beginning of each biennia. In this budget, we have included a 1% increase in each department's PERS assessment for \$900,000 to help smooth the large increases anticipated in the next three biennia. As of June 4<sup>th</sup>, the state has reached a \$155 million settlement with Comcast for payment of back property taxes. The Governor is asking all local governments to use their receipts from the settlement to establish a side account with PERS. When Marion County receives the funds, the board will decide the allocation.

**Administrative Charges**—The budget has an increase in the administrative cost allocation for funding central service departments—primarily for Business Services and Information Technology. During the recession and post-recession years, we managed these increases and kept them to a minimal increase. However, as departments have grown they require more central service support and last year’s increase was 7.7%. This year’s increase is 7.5%. Nearly \$1 million of the increase in the central service budget is for Information Technology. In addition, we have changed the IT assessment methodology to align with the new federal guidelines for allowed costs in the countywide IT network upgrade. We are beginning a five year plan to upgrade IT hardware and software to ensure we have a viable and secure infrastructure, and support for future system growth.

**Debt Service**—There is \$6.2 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 \$1,550,700 from the General Fund for debt service on the 2005 refunding obligations for the Courthouse Square bonds. Loan payments for capital improvements at the Sheriff’s Public Safety Campus, Transition Center, Health and Human Services, Courthouse Square, and Juvenile Department total \$2.3 million for the loans taken in 2013, 2016, and 2018. The total debt service budget is \$10 million, well below our statutory debt limit of \$780 million.

**Other Funds**— There are 35 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 \$75.9 million Health and Human Services Fund; a \$60.4 million Road Fund; a \$40.1 million Self-Insurance Fund; a \$37.9 million Environmental Services Fund; a \$26.3 million Central Services Fund; \$16.6 in a Facilities Renovations Fund along with \$12.4 million in two capital funds; and a \$17.7 million Community Corrections Fund. State law and prudent financial planning requires the establishment of all other funds, which comprise \$343.6 million or 77.1% of the total budget.

**County Reserve Policy**—This budget maintains 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 6.01% of the total General Fund and the proposed contingency is 1.5 percent. 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 \$8.9 million or 10.1% of adjusted General Fund resources.

**Veterans Services**—A new program for veterans, started in 2018, uses \$217,065 in pass through dollars from the state to begin providing veterans services previously provided by the Oregon Department of Veterans’ Affairs. Marion County has contracted with the Community Action Agency to provide the services.

**Compensation Board**—In another change to this year’s proposed budget, the recommendations by the Marion County Compensation Board as presented to the Board of Commissioners on May 16<sup>th</sup> have been included in the proposed budget for elected officials’ salaries. The Compensation Board added a 1.5% COLA to match that given to general service and management employees. However, statutes require that only the budget committee can modify elected officials salaries.

**Juvenile Department Budget Restructure**—The FY 2018-19 Juvenile Department budget has been realigned so the appropriate allocation between the department’s General Fund support and Juvenile

Grants funding is more transparent and in line with all other General Fund departments. Juvenile staff are now more properly allocated to the General Fund rather than to the grant funds.

### **Program Highlights**

The Board of Commissioners has established short and long-term goals to lead the county, but it is the employees who work to deliver 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. A monthly column by the chair on emerging topics of interest has been started to update employees. 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 quality service to all customers. A customer service survey and evaluation was completed by an outside consultant to identify issues to improve, as well as highlight those areas in which the county excels in customer service. Their report highlighted several themes: Marion County staff is committed to providing great customer service; our departments are supporting their staff in providing customer service; and our residents have a positive view of Marion County staff. Further recommendations suggested that we update our customer service approach; develop a mentoring program; create an internal customer service campaign; and provide opportunities for feedback.

**Health and Community Services**—The Health and Human Services Department reorganized and changed its name to better reflect the broad array of services it provides. The department has been working over the past year with a consultant and focus groups to develop a strategic plan for providing health services into the future. The Health and Human Services Department is our largest department with 455 FTE and a \$75.9 million budget.

**Economic Development**—The county's Economic Development program is coordinated through the Community Services Department. County leadership, the Economic Development Advisory Board (EDAB), and staff have strengthened the county's economic development strategies. The department continues to work with communities in the North Santiam River Canyon to address region-wide water and sewer infrastructure needs. A successful \$8.1 million TIGER Grant coordinated by department staff will revitalize the railroad bridge in Mill City and be managed by Linn County.

**Public Safety**— Public Safety is a high priority for Marion County. The county is well known throughout the state for providing innovative programs, enterprise management, and for collaborating with agencies to create effective service delivery to prevent and reduce crime.

Due to the high number of Sheriff's Office calls in the East Salem Service District, the Sheriff established a work group to spend time analyzing the issues and the commissioners held a public hearing to solicit public opinion on implementing a proposed \$10 fee per housing unit or acre. On June 6<sup>th</sup> the board will hold a final hearing prior to voting on the fee. The proposed enhanced law enforcement services will provide ten additional deputies dedicated to serving the area within the East Salem Service District.

Oregon counties and sheriffs have worked with congressional delegations for several years to change the language in Title III of the Secure Rural Schools Act (SRS). Congress adopted changes in the language that allow us to now use the SRS funds for forest patrol. Consequently, we have added a Sheriff's Deputy for patrol in the Santiam Canyon using \$94,316 of the \$548,708 accumulated SRS funds. This amount should allow us to fund the patrol deputy for four additional years.

The sheriff, district attorney, Salem mayor and police chief, as well as Salem Health are working on a plan to develop a sobering center to keep drug and alcohol affected individuals out of the emergency room and county jail. The center will provide a path for addicted individuals, many of them homeless, to seek rehabilitation 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 has recently joined the national Data-Driven Justice Initiative.

**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. However, a major disruption in the worldwide recycling markets and China's elimination of accepting plastics has left local recycling processors with excess material and few markets for their products. Environmental Services is working closely with the garbage haulers association and local recycling processors to implement changes to the curbside program by providing education about contamination and materials that are no longer considered recyclable.

**Transportation and Emergency Management**— The Public Works Department has a proposed budget of \$115 million and maintains 147 bridges and 1,118 miles of roads. With the new federal and state revenues dedicated for roads, the Public Works budget adds 8 FTE for work on roads and bridges, and 1 FTE for a medium equipment operator in county parks.

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 15 gravel roads in FY 2018-19. The department also plans to complete 76 miles of chip sealing with an additional 18.3 miles under the Federal Land Access Program (FLAP), 5 miles of slurry seals and 25 miles of road resurfacing. Public Works maintains 147 bridges/culverts and 28,000 signs. The department plans to spend \$64,400 for the treatment of two concrete bridge decks with a polymer overlay as part of a seven-year maintenance program for 15 bridges. The number of bridges finished per year relies on the availability of ODOT equipment.

### **Decision Packages**

County departments submitted 45 Decision Packages requesting 31 FTE costing \$4.6 million. I am recommending the approval of 35 packages and 28 FTE for a total of \$4.2 million of which \$1.2 million is from the General Fund.

In Community Services, I have approved five packages totaling \$93,872 for the Dog Shelter including \$14,872 for water/sewer utilities after the dog shelter is separated from the jail campus meter, \$10,000 for dog shelter supplies and staff trainings, \$9,000 for inmate work crew fees, and \$60,000 for fair grounds paving.



I approved 2.0 FTE for the LEAD program in Health and Human Services at a cost of \$85,120 including \$64,908 from the General Fund. I denied 3 FTE for J-Wrap expansion, housing services and supports, and emergent diseases costing \$272,414.

In the Juvenile Department, I approved four packages costing \$66,902. These packages included; cell phones and bullet proof vests for probation officers, funds for medical oversight, and a mid-sized vehicle. For the Justice Court, I approved \$9,770 for a security program.

I have approved ten packages and one FTE in Information Technology for \$696,996. These decision packages will provide funds for additional annual software and hardware maintenance costs (\$18,634), new software maintenance and subscriptions (\$39,507), a 1.0 FTE Systems Architect (\$154,492), county wide security surveillance video support and equipment replacement (\$153,865), Microsoft enterprise software assurance (\$106,245), Microsoft Windows 10 migration (\$155,198), and an upgrade of development tools, replacement of laptops, and staff training (\$69,055).

In the Sheriff's Office, I approved \$2,297,992 which includes \$1.7 million of fee revenue and 10 FTE for the proposed enhanced law enforcement services in the East Salem Service District, \$280,545 for transitional housing, \$139,716 in pre-trial services funding with 2.0 FTE, and \$119,100 for communications, as well as food service increases. I have also added a Sheriff's Deputy for Title III forest patrol at \$94,316.

In the Public Works Department, I have approved four General Fund packages totaling \$539,361 for county parks improvements (\$89,997), an upgrade to the House Mountain Tower (\$79,106), and 1.0 FTE at \$55,316 for a medium equipment operator for parks. I have also approved 8.0 FTE for road crews totaling \$579,419 from Road Funds due to the increased gas tax funding.

I approved 2.0 FTE in Business Services for a new Building Maintenance Specialist and a Custodial Worker totaling \$119,716, and 1.0 FTE for a Payroll Specialist in Finance for \$39,085.

### **FY 2017-18 Capital Improvement Projects**

In 1863, capital projects included repairs to the county courthouse totaling \$79.45 and a purchase of 80 acres of land for the state fair grounds for \$1,524.76. Today, the proposed budget includes a Capital Budget that totals \$29 million and is comprised of three funds and six programs. The three funds in the FY 2018-19 budget are the: Capital Building and Equipment Fund totaling \$135,994; the Capital Improvement Projects Fund totaling \$12.3 million; and the Facility Renovation Fund totaling \$16.6 million. The programs include multi-year Major Construction Projects and Facility Renovation costing \$14.5 million; Building Improvement Projects totaling \$3.8 million; Equipment Program totaling \$9.7 million; and an IT Equipment Replacement Program totaling \$1 million. 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.

The total Capital Project Funds Budget is \$28,985,382, primarily due to budgeting for four major capital projects continuing at two campuses. They include the new Juvenile Administration Building for \$9.3 million, transitional housing, and the completion of a new Sheriff's Public Safety Building containing parole and probation and the sheriff's central district office for \$4.1 million, set to open in September of 2018. The multi-year facility renovation projects total \$14.5 million.

<b>MAJOR CONSTRUCTION PROJECTS/ FACILITY RENOVATION PROGRAM</b>	
<i><b>Multi-Year Projects:</b></i>	
Juvenile Administration Building	\$ 9,289,524
Sheriff's Public Safety Building	4,052,608
Transitional Housing	1,000,000
Reserve for Future Expenditure	135,994
<b>Total</b>	<b>\$ 14,478,126</b>

There are a several building improvement projects in the proposed budget. We are planning a variety of repairs including paving the parking lot at the jail, a new roof at the Health and Human Services Building, and Her Place repairs. We are adding an audible/strobe fire alarm system to Courthouse Square. The total of these new and carried forward building improvement projects and other projects listed below is \$3.1 million which includes a contingency of \$459,750 and a Reserve for Future Expenditure of \$500,000.

<b>BUILDING IMPROVEMENT PROGRAM</b>	
<i><b>Projects Carried Forward from FY 2016-17:</b></i>	
Transition Center Roof	\$ 682,787
Health and Human Services Building Roof	262,500
CH2 Audible/Strobe Alarm System	200,000
Jail Visitation Remodel	54,630
Dog Shelter Epoxy Kennel Wall Coat	24,702
Her Place Renovation	52,455
Health and Human Services Building Exterior	26,610
<b>Sub-Total</b>	<b>\$ 1,303,684</b>
<i><b>New Facilities Improvement Projects:</b></i>	
Jail Parking Lot	\$ 618,142
Jail Boilers	590,041
Jail Medical Center HVAC	20,000
Transition Center Remodel	198,046
Logan Building Restroom	92,598
Courthouse Sidewalk	31,427
Juvenile Detention Shower Stalls	20,600
General Contingency	459,750
Reserve for Future Expenditure	500,000
<b>Sub-Total</b>	<b>\$2,530,604</b>
<b>Total</b>	<b>\$3,834,288</b>

<b>IT EQUIPMENT REPLACEMENT PROGRAM</b>	
<i><b>New IT Replacement Projects:</b></i>	
Firewall Services Module Replacement	\$ 53,500
Network Hardware Replacement	93,000
Reserve for Future Expenditure	823,306
<b>Total</b>	<b>\$ 969,806</b>

<b>EQUIPMENT PROGRAM</b>	
<i><b>New Equipment Projects:</b></i>	
Health and Human Services Records System	\$3,300,000
IT Network Redesign	1,356,500
Jail Video Storage Phase 3	120,000
Jail Washer and Dryer	20,000
Jail Tilt-Skillet	17,500
Vote Tally System	235,833
Sheriff's Radio Improvement Phase 3	222,602
Juvenile Furnishings for New Building	150,000
Computing System Replacement	67,000
Clerk Film Reader	40,000
Juvenile Security Cameras	30,000
Juvenile Refrigerator System	28,000
Sheriff's Office Pre-Trial Software	13,000
Jail Security Cameras	12,000
IT Security Program	109,840
Video Security System	67,500
<b>Sub-Total</b>	<b>\$5,789,775</b>
<i><b>Continuing Projects:</b></i>	
District Attorney Case Management System	\$ 622,207
Jail Matrix Controller	300,000
Jail Management System	500,000
Jail Video Storage, PREA	152,457
Animal Management Software	140,000
System Log Software	90,000
Network of Care Portal	30,000
<b>Sub-Total</b>	<b>\$ 1,834,664</b>
Transfers Out	137,586
Reserve for Future Expenditure	1,941,137
<b>Total</b>	<b>\$9,703,162</b>

The Reserve for Future Expenditure in the Equipment Replacement Program is the result of an additional allocation based on each department's share of Network Operations to cover future costs of IT equipment upgrades.

Included in the Equipment Program is a major upgrade to the Health and Human Services Electronic Health Records for \$3.3 million and, a Transfer Out of \$137,586 to move funding for the fiber projects to the Public Works Fund where the projects are managed. We have included \$1,941,137 in the Reserve for Future Expenditure account for IT systems upgrades and for the Sheriff's and Assessor's future projects.

### **In Closing**

I would like to recognize the hard work of the new budget team members this year. The team members in Finance include: Debbie Gregg, the new Budget and Grants Manager, Daniel Addato, and Alicia Henry working with Jeff White the Chief Finance Officer. I give a special thanks to Jan Fritz for her excellent advice and help in putting the budget together and Cindy Johnson for all of the Capital Improvement Project budgeting.

I would also like to recognize county employees who assisted with historical research for the 175<sup>th</sup> anniversary of Marion County, including: Frank Milton (Clerks Office), Michelle Miller-Harrington (Law Library), Jan Fritz, Jolene Kelley, and Hitesh Parekh (Board's Office).

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. Every year the budget team critically analyzes revenues and expenditures and looks for opportunities to improve both the budget process and the budget document. The individual department budgets have been grouped together by service sector and presented by department, program, and fund. Additional schedules, spreadsheets, and detailed documentation are also provided to ensure transparency and a comprehensive review of the entire budget.

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. I also thank the Marion County Council of Economic Advisors who helped us develop our revenue estimates. 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 even protecting people and property from predatory animals. One hundred seventy-five years ago and today, we value stewardship and work hard to make efficient and effective use of valuable public resources.

Respectfully submitted,



John Lattimer, Chief Administrative Officer and Budget Officer

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**Table I**

**Resources and Requirements  
FY 2017-18 and FY 2018-19 with Percent Change**

<b>Resources</b>			
	<b>2017-18*</b>	<b>2018-19</b>	<b>%</b>
	<b><u>Budget</u></b>	<b><u>Proposed</u></b>	<b><u>Change</u></b>
<b>General Fund</b>			
Revenue	\$ 84,942,828	\$ 87,537,340	3.05%
Net Working Capital	14,731,332	14,246,550	-3.29%
<b>Total GF Resources</b>	<b>\$ 99,674,160</b>	<b>\$ 101,783,890</b>	<b>2.12%</b>
<b>All Funds</b>			
Resources	\$ 301,539,639	\$ 321,441,115	6.60%
Net Working Capital	128,352,294	123,983,549	-3.40%
<b>Total Funds Resources</b>	<b>\$ 429,891,933</b>	<b>\$ 445,424,664</b>	<b>3.61%</b>
<b>Requirements</b>			
	<b>2017-18*</b>	<b>2018-19</b>	<b>%</b>
	<b><u>Budget</u></b>	<b><u>Proposed</u></b>	<b><u>Change</u></b>
<b>General Fund</b>			
Requirements	\$ 88,956,132	\$ 95,207,531	7.03%
Contingency	1,371,475	1,313,770	-4.21%
Ending Fund Balance	9,346,553	5,262,589	-43.69%
<b>Total GF Requirements</b>	<b>\$ 99,674,160</b>	<b>\$ 101,783,890</b>	<b>2.12%</b>
<b>All Funds</b>			
Requirements	\$ 339,469,680	\$ 363,087,045	6.96%
Contingency	19,035,519	19,983,207	4.98%
Reserve for Future Expenditures	9,001,930	5,675,351	-36.95%
Ending Fund Balance	62,384,804	56,679,061	-9.15%
<b>Total Funds Requirements</b>	<b>\$ 429,891,933</b>	<b>\$ 445,424,664</b>	<b>3.61%</b>

\*Includes 2nd supplemental

MARION COUNTY FY 2018-19 BUDGET  
ABOUT MARION COUNTY

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**MARION COUNTY – CELEBRATING 175 YEARS OF SERVICE**

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Between 1840 and 1860, approximately 53,000 settlers trekked the 2,000 mile Oregon Trail to settle the Pacific Northwest. They joined French-Canadian fur traders that had been in the area since the late 1700s. By 1842, there were an estimated 500 non-indigenous people in the Willamette Valley and on May 2, 1843, these settlers and fur traders gathered on a bluff overlooking the Willamette River for an historic vote to establish Oregon’s first provisional government. Two months later on July 5, 1843, the Organic Laws of Oregon were formally adopted and the Oregon Country was established.

What would become Marion County was an immense area, stretching east to the Rocky Mountains and south to California and Nevada. One of the four districts that made up the Oregon Territory was called Champooick, later changed to Champoege. In 1849, Champoege was changed to Marion County in honor of Revolutionary War General Francis Marion.

At 1,194 square miles, Marion County is comparatively small in size, relatively large in population, yet undeniable in its 175 years of political, economic, and educational influence. The county gained its present boundaries in 1856 after Wasco, Polk, Linn, and other counties were carved from its vast breadth. The oldest university in the West, Willamette University, was founded here in 1842. Salem, the county seat, became the territorial capital in 1851 and was confirmed as the state capital in 1864.



Marion County Courthouse 1854-1873 (original drawing)

The Marion County Courthouse hosted the Oregon Constitutional Convention in 1857. The resulting foundational charter became the basis for Oregon joining the Union as the 33rd state on February 14, 1859.

The state assumed responsibility for the courts in the 1940s. However, many of the 19th and 20th century demands for services still remain with the county: roads, ferries, law enforcement, animal regulation, land management, assistance for the indigent, public and behavioral health services, veterans care, property assessment, and tax collection to pay for those services.

Much has changed in the 175 years since 1843, but Marion County’s place as the heart of Oregon government has remained constant.



Marion County Courthouse 1873-1952

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**FORM OF GOVERNMENT**

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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 2018-19 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: 1,194 square miles
- Established: July 5, 1843
- Population: 341,286 (2017 estimate)\*
- Persons Per Square Mile: 267 (Oregon average: 40)
- Housing units, 2016: 124,162\*\*
- Mean travel time to work (minutes): 23
- Cities: 20 incorporated
- Elevation: 154 feet at Salem and 1,595 feet at Detroit Lake
- Average Temperature: January 39.3 F; July 66.3 F
- Annual Precipitation: 40.35 inches
- Principal Industries: Agriculture, education, food processing, government, lumber, manufacturing, and tourism.

\* U.S. Census Bureau, American Fact Finder, Annual Estimates of the Resident Population, July 1, 2017 (<https://factfinder.census.gov>)

\*\* U.S. Census Bureau, American Fact Finder, ACS Demographic and Housing Estimates, 2016 (<https://factfinder.census.gov>)

**Marion County Cities**

Incorporated Cities	Population	Unincorporated Communities	
Aumsville	3,965	Breitenbush	Mehama
Aurora	970	Broadacres	Monitor
Detroit	210	Brooks	Niagara
Donald	985	Butteville	North Howell
Gates	485	Central Howell	North Santiam
Gervais	2,565	Clear Lake	Orville
Hubbard	3,225	Concomly	Pratum
Idanha	140	Crestwood	Roberts
Jefferson	3,195	Downs	Rockie Four Corners
Keizer	37,505	Drakes Crossing	Rosedale
Mill City	1,860	Elkhorn	St. Louis
Mt. Angel	3,375	Fargo	Shaw
St. Paul	430	Hazel Green	Sidney
Salem	162,060	Hopmere	Skunkville
Scotts Mills	365	Labish Center	Sunnyside
Silverton	9,725	Little Sweden	Talbot
Stayton	7,745	Lone Pine Corner	Waconda
Sublimity	2,775	Macleay	West Stayton
Turner	1,945	Marion	
Woodburn	24,795		

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ABOUT MARION COUNTY

There are 20 incorporated cities and 37 unincorporated communities in Marion County. Incorporated cities population data is from 2016 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	240,334	74.3%	79.0%
In Civilian Labor Force	150,391	62.6%	64.4%
Employed	135,269	56.3%	57.0%
Unemployed	15,122	6.3%	6.9%
Commute to Work - drove alone	94,875	71.5%	76.6%
<i>Industry Employment (top 5):</i>			
Educational services, and health care and social assistance	27,195	20.1%	23.2%
Retail Trade	15,610	11.5%	11.7%
Manufacturing	15,008	11.1%	10.4%
Public Administration	12,302	9.1%	5.2%
Construction	11,340	8.4%	6.2%
Class of Worker - Government	25,781	19.1%	15.3%
Persons Below Poverty Level	N/A	16.0%	13.8%
Medium Household Income	\$ 46,069		\$ 51,914

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 2018-19 BUDGET  
ABOUT MARION COUNTY

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POPULATION AND HOUSING CHARACTERISTICS

	Marion County		U.S.
Total Population	315,335	100.0%	100.0%
15 years and under	73,974	23.5%	21.2%
16 years through 64 years	200,812	63.6%	65.8%
65 years and older	40,549	12.9%	13.0%
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%	66.6%
<i>Residence 1 year ago:</i>			
Same house		81.3%	84.6%
Different house, same county		12.2%	9.4%

Source: U.S. Census Bureau, 2010 Census

SOCIAL CHARACTERISTICS

	Marion County	U.S.
Family households (families)*	68.2%	66.4%
Average household size	2.45	2.58
<i>Educational Attainment:</i>		
Percent high school graduate or higher	82.2%	85.6%
Percent bachelor's degree or higher	20.9%	28.2%
Civilian Veterans	9.3%	11.7%
Born in the United States	84.8%	85.7%
Institutionalized population	2.1%	1.3%
Language spoken at home - English only	75.7%	79.4%

\* Out of total number of households

Source: U.S. Census Bureau, 2010 Census

# MARION COUNTY FY 2018-19 BUDGET

## ABOUT MARION COUNTY

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### **ECONOMIC FORECAST**

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The Budget Officer has addressed local economic conditions in his transmittal, i.e., budget message, to the Budget Committee for the fiscal year 2018-19 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 2018

The U.S. economy continues to perform well. Economic growth has picked up in recent quarters and job gains remain strong enough to pull down the unemployment rate even as more individuals are looking for a job. More importantly the near-term prospects for economic growth are good. The business cycle is not yet waning. The tight labor market drives wage growth higher. And as the economy approaches capacity, inflation is set to rise after five years running below target. From this relatively strong cyclical vantage point, the recently passed Tax Cut and Jobs Act by the federal government will boost near-term growth even further. However, longer-run forecasts remain relatively unchanged, in part due to the temporary and expiring provisions in the legislation.

In Oregon, the outlook remains bright as the economy continues to hit the sweet spot. Employment growth is more than enough to meet population gains and to absorb the workers coming back into the labor market. Wages are rising faster than in the typical state, as are household incomes. That said, employment and measures of economic wages have come in below expectations in the second half of 2017. From this somewhat lower starting point, the modest economic boosts provided by federal tax changes results in a relatively unchanged forecast overall.

Since the September 2017 forecast, two significant factors have come into play that have changed Oregon's General Fund revenue outlook. The first factor, the new federal tax law (Tax Cuts and Jobs Act), stands to reduce state revenues in the near term, and will boost them in future budget periods. The second factor, a potential equity market correction, draws down revenues after a short delay.

Oregon's tax collections are tied to federal tax law both directly and indirectly. The starting point for calculating Oregon income tax is taxable income from a filer's federal return. As a result, most federal changes to what is defined as income, or to what can be deducted or excluded from it, directly feed into Oregon tax collections. The new 20% federal deduction for pass-through income will feed directly into lower Oregon taxable income, and reduce Oregon revenues.

Ignoring behavioral responses and other dynamic effects for now, static impact estimates suggest that Oregon's General Fund revenues will be reduced by more than \$200 million in the current biennium due to TCJA. This impact reverses during the next decade, increasing revenues by more than \$200 million per biennium. Several provisions contribute to this pattern, including accelerated depreciation (expensing), new inflation factors, expiring individual provisions and repatriated income from multinational corporations. Due to a quirk in current tax law, multinational repatriation represents a near-term revenue loss in Oregon rather than a windfall.

These static revenue impact estimates only tell part of the story, however, as households, firms and tax professionals are all certain to change their behavior in light of the new rules of the game. Many of these behavioral responses, including the macroeconomic effects, will serve to mute the impact of TJCA on Oregon General Fund collections. While changes in the timing of tax payments are already evident, it will take some time before it becomes clear how many taxpayers will change their filing status in light of TJCA provisions.

Finally, Oregon's General Fund is sensitive to equity prices, given our dependence on personal income taxes. The performance of equity markets feed into personal and corporate tax liability in many complex ways, but capital gains are the largest single piece. Although housing wealth is playing a larger role in driving taxable capital gains during the current business cycle than in the past, earnings and losses in stock markets account for the lion's share of movements in taxable capital gains in the typical year.

MARION COUNTY FY 2018-19 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 278A.100) limits the amount of bonded debt a county may issue to a percentage of the real market value of the County's taxable property; the limit is 2 percent for general obligation bonds and 1 percent for limited tax obligations. Based on the County's real market value for fiscal year 2017, the current limitation is \$780 million for general obligation bonds and \$390 million for limited tax obligations. As of June 30, 2017, the County's total outstanding debt represents 0.163% of real market value.

Long-Term Debt

At the end of the 2016-17 fiscal year, the County had total debt outstanding of \$63,459,495, an increase of 10 percent from the previous fiscal year due to the issuance of a capital financing agreement. This amount includes \$271,091 in revenue bonds (Oregon Garden), \$8,375,789 in refunding bonds (Courthouse Square), \$17,775,756 in capital financing agreements, \$36,595,471 in limited tax pension obligations (PERS) and \$441,388 in notes payable (service districts). The County received an AA rating from Standard & Poor's for its issuance of refunding bonds in fiscal year 2005. The County currently has no outstanding general obligation bonds.

**Marion County's Outstanding Debt**

	Governmental Activities		Business-type Activities		Total	
	2016	2017	2016	2017	2016	2017
Revenue bonds	\$ 794,059	\$ 271,091	\$ -	\$ -	\$ 794,059	\$ 271,091
Refunding bonds	9,538,188	8,375,789	-	-	9,538,188	8,375,789
Capital financing agreements	9,075,343	17,775,756	-	-	9,075,343	17,775,756
Limited tax pension obligations	37,614,562	36,595,471	-	-	37,614,562	36,595,471
Notes payable	-	-	459,334	441,388	459,334	441,388
<b>Total</b>	<b>\$ 57,022,152</b>	<b>\$ 63,018,107</b>	<b>\$ 459,334</b>	<b>\$ 441,388</b>	<b>\$ 57,481,486</b>	<b>\$ 63,459,495</b>

Debt Payments

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

MARION COUNTY FY 2018-19 BUDGET  
ABOUT MARION COUNTY

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**COUNTY EMPLOYMENT BY INDUSTRY  
AND PRINCIPAL PROPERTY TAXPAYERS**

EMPLOYMENT BY INDUSTRY  
Current Fiscal Year and Ten Years Ago

	2017			2007		
	Units	Employment	% of Employment	Units	Employment	% of Employment
<b>Government Employers:</b>						
Federal government	55	1,253	0.88%	60	1,470	1.05%
State government	188	20,625	14.51%	201	18,133	12.94%
Local government	319	14,311	10.07%	257	14,187	10.12%
	562	36,189	25.47%	518	33,790	24.11%
<b>Private Employers:</b>						
Natural resources and mining	511	9,550	6.72%	425	10,122	7.22%
Construction	1,191	9,034	6.36%	1,301	8,966	6.40%
Manufacturing	398	1,003	0.71%	404	11,600	8.28%
Trade, transportation and utilities	1,726	25,260	17.78%	1,626	23,568	16.81%
Information services	126	1,117	0.79%	117	1,436	1.02%
Financial activities	912	5,458	3.84%	981	5,777	4.12%
Professional and business services	1,466	12,775	8.99%	1,223	12,239	8.73%
Education and health services	1,106	22,470	15.81%	949	16,446	11.73%
Leisure and hospitality	858	13,292	9.35%	742	11,213	8.00%
Other services	1,748	5,949	4.19%	1,066	5,021	3.58%
	10,042	105,908	74.53%	8,834	106,388	75.89%
Total County Employment	10,604	142,097	100.00%	9,352	140,178	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 2018-19 BUDGET  
ABOUT MARION COUNTY

**PRINCIPAL PROPERTY TAXPAYERS**

Current Fiscal Year and Nine Years Ago

Taxpayer	2017			2008		
	Rank	Taxable Assessed Value	% of Total Taxable Assessed Value	Rank	Taxable Assessed Value	% of Total Taxable Assessed Value
Portland General Electric Co	1	\$257,780,798	1.10%	1	\$204,242,050	1.17%
Northwest Natural Gas Co	2	143,292,600	0.61%	2	111,271,200	0.64%
Winco Foods LLC	3	100,080,762	0.43%	3	78,121,357	0.45%
Woodburn Premium Outlets LLC	4	62,473,396	0.27%			
CenturyLink (Qwest Corp)	5	69,974,320	0.30%	4	87,459,550	0.50%
Norpac Foods Inc.	6	69,047,262	0.30%	6	91,454,440	0.52%
Lancaster Development Company	7	56,428,400	0.24%	5	34,536,530	0.20%
Wal-Mart Real Estate	8	50,818,350	0.22%	8	57,584,100	0.33%
Donahue Schriber Realty Group	9	59,975,400	0.26%			
Metropolitan Life Insurance Co.	10	46,093,960	0.20%	9	35,395,980	0.20%
Craig Realty Group Woodburn				7	41,245,830	0.24%
Food Services of America Inc.				10	31,566,560	0.18%
Total for principal taxpayers		\$915,965,248	3.92%		\$772,877,597	4.43%
Total taxable assessed value		<u>\$23,371,520,094</u>			<u>\$17,437,346,702</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 2018-19 BUDGET  
STRATEGIC DIRECTION

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**MARION COUNTY STRATEGIC PLAN**

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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**

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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 2018-19 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.

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

MARION COUNTY FY 2018-19 BUDGET  
STRATEGIC DIRECTION

<p><b>Finance: Fiscal Integrity</b></p> <p>Streamline and standardize the county’s contracting, solicitation and purchasing processes.</p>	<p>Contracts processed in compliance with county policy and procedure</p>
<p><b>Information Technology: Enterprise Approach</b></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><b>Legal Counsel: Protecting the County</b></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><b>Treasurer’s Office: Asset Management</b></p> <p>Safeguard public funds.</p>	<p>Investment portfolio returns</p>
<p><b>County Plans Linked to Goals</b></p> <ul style="list-style-type: none"> <li>• Annual Adopted Budget</li> <li>• Facilities Master Plan Final Report 2018 (revision in progress)</li> <li>• Facilities Condition Assessment Report 2017</li> <li>• Comprehensive Annual Financial Report (CAFR) 2017</li> <li>• Treasurer’s Investment Portfolio Report</li> </ul>	
<p><b>COUNTY GOAL 2: GROWTH AND INFRASTRUCTURE</b></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><b>DEPARTMENT GOALS</b></p>	<p><b>KEY INDICATORS</b></p>
<p><b>Public Works: Recycling</b></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>



MARION COUNTY FY 2018-19 BUDGET  
STRATEGIC DIRECTION

<p><b>Public Works: Permits</b></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><b>Sheriff's Office: Code Enforcement</b></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>
<p><b>County Plans Linked to Goals</b></p> <ul style="list-style-type: none"> <li>• Marion County Comprehensive Plan (Land Use) – 2016</li> <li>• Marion County Parks Master Plan – 2010</li> <li>• Marion County Solid Waste Management Plan – 2009</li> <li>• Stormwater Management Plan – 2011 Revision</li> </ul>	
<p><b>COUNTY GOAL 3: PUBLIC SAFETY</b></p>	
<p><i>Pursue a safe and secure community by protecting the people, property, and economy of Marion County.</i></p>	
<p><b>DEPARTMENT GOALS</b></p>	<p><b>KEY INDICATORS</b></p>
<p><b>District Attorney's Office: Criminal Prosecutions</b></p> <p>Aggressively prosecute and prioritize violent and person-to-person crimes.</p>	<p>Adult prosecution criminal cases submitted</p>
<p><b>Justice Court: Citations and Fines</b></p> <p>Provide for impartial hearing of court cases in an efficient manner.</p>	<p>Volume of citations processed</p> <p>Amount of fines collected</p>
<p><b>Juvenile: Juvenile Crime</b></p> <p>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>

MARION COUNTY FY 2018-19 BUDGET  
STRATEGIC DIRECTION

<p><b>Sheriff's Office: Safety</b></p> <p>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</p> <p>Recidivism</p>
<p><b>Sheriff's Office: Collaboration</b></p> <p>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</p> <p>Traffic safety team education and enforcement</p>
<p><b>County Plans Linked to Goals</b></p> <ul style="list-style-type: none"> <li>• Marion County Justice Reinvestment Initiative</li> <li>• Sheriff's Office Core Functions &amp; Objectives</li> <li>• Sheriff's Office Community Corrections Annual State Plan</li> <li>• Marion County Juvenile Department Strategic Plan</li> <li>• Marion County Reentry Initiative Strategic Plan</li> </ul>	

<b>COUNTY GOAL 4: ECONOMIC DEVELOPMENT</b>	
<i>Demonstrate a supportive attitude toward employers, businesses, and property owners that promotes economic development and high standards of livability in Marion County.</i>	
<b>DEPARTMENT GOALS</b>	<b>KEY INDICATORS</b>
<p><b>Community Services: County Fair</b></p> <p>Provide effective and efficient administrative support that ensures the success of the Marion County Fair.</p>	<p>Fair attendance</p>
<p><b>Community Services: Economic Development</b></p> <p>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.</p>	<p>Economic development projects</p>

MARION COUNTY FY 2018-19 BUDGET  
STRATEGIC DIRECTION

<p><b>County Plans Linked to Goals</b></p> <ul style="list-style-type: none"> <li>• Economic Development Strategic Priorities – 2015</li> <li>• Marion County Fair Strategic Plan</li> </ul>	
<p><b>COUNTY GOAL 5: TRANSPORTATION</b></p>	
<p><i>Provide a safe, efficient and reliable transportation system and maintain vital infrastructure in the best condition available resources allow.</i></p>	
<p><b>DEPARTMENT GOALS</b></p>	<p><b>KEY INDICATORS</b></p>
<p><b>Public Works: County Roads</b></p> <p>Improve overall condition of road surfaces.</p>	<p>Cost per mile for surface treatment</p> <p>Miles of road resurfaced by treatment type</p> <p>Pavement condition index (PCI)</p>
<p><b>County plans Linked to Goals</b></p> <ul style="list-style-type: none"> <li>• Rural Transportation System Plan – 2013</li> <li>• Public Works Department Strategic Plan – 2014</li> <li>• Public Works Capital Improvement Program – 2018</li> </ul>	
<p><b>COUNTY GOAL 6: HEALTH &amp; COMMUNITY SERVICES</b></p>	
<p><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></p>	
<p><b>DEPARTMENT GOALS</b></p>	<p><b>KEY INDICATORS</b></p>
<p><b>Health Department: Behavioral Health</b></p> <p>Promote a diverse system of behavioral health and addictions services that address community and family needs from early childhood to older adulthood.</p>	<p>Parent and child mental health services</p> <p>Family support services for children with developmental disabilities</p>
<p><b>Health Department: Public Health</b></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>

MARION COUNTY FY 2018-19 BUDGET  
STRATEGIC DIRECTION

**County Plans Linked to Goals**

- 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

**COUNTY GOAL 7: EMERGENCY MANAGEMENT**

*Proactively plan, review, and maintain a comprehensive emergency management program.*

**DEPARTMENT GOALS**

**KEY INDICATORS**

**Public Works: Develop and Maintain Emergency Operations Plans**

Prepare a master plan for Emergency Management that sets short and long term operational goals.

Volunteer hours served

**County Plans Linked to Goals**

- Marion County Emergency Operations Plan – 2016
- Natural Hazards Mitigation Plan – 2017
- Marion County Health Department Pandemic Influenza Plan – 2017

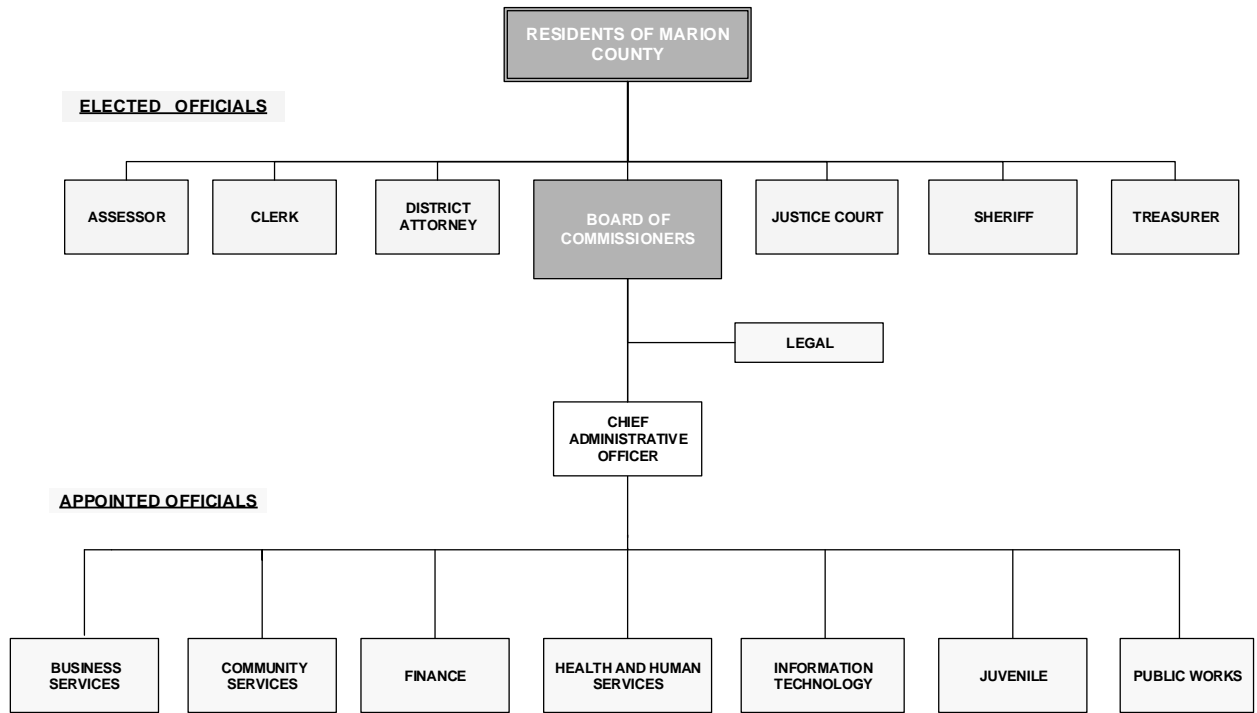
MARION COUNTY FY 2018-19 BUDGET  
STRATEGIC DIRECTION

**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.

**COUNTY ORGANIZATION**

ORGANIZATION CHART FOR FY 2018-19  
BUDGET



MARION COUNTY FY 2018-19 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	Janet Carlson	Elected
Business Services	Colleen Coons-Chaffins	Appointed
Community Services	Tamra Goetsch	Appointed
County Clerk	Bill Burgess	Elected
District Attorney	Walt Beglau	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	Alan Haley	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 09-10	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
<b>1313</b>	<b>1347</b>	<b>1317</b>	<b>1311</b>	<b>1323</b>	<b>1357</b>	<b>1413</b>	<b>1443</b>	<b>1474</b>	<b>1510</b>

## MARION COUNTY FY 2018-19 BUDGET STRATEGIC DIRECTION

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### **Government Services**

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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: Children and Families Commission, Marion County Fair, 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.

## MARION COUNTY FY 2018-19 BUDGET STRATEGIC DIRECTION

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

*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 2018-19 BUDGET  
STRATEGIC DIRECTION

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# MARION COUNTY FY 2018-19 BUDGET OVERVIEW

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## OVERVIEW

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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 overall by major program areas and capital outlays. In addition, any Budget Committee changes to the Budget Officer's proposed budget will be summarized and discussed.

**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 **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 2018-19.

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

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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. Adopt the recommendation of the Treasurer that investment income be calculated at a rate of return of 1.5% for all funds. All funds are charged an investment fee of .025% charged by the Treasurer for management of the funds. The net interest accruing to funds is 1.475%; this is the rate departments will use in calculating interest revenue to budget.

## MARION COUNTY FY 2018-19 BUDGET OVERVIEW

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2. Cost-of-living allowances (COLA) are to be budgeted for all units at 1.5% with the following exceptions: Unit 7, Federation of Parole and Probation Officers (FOPPO) and Unit 5, Marion County Law Enforcement Association (MCLEA), should be budgeted at 2.5%, and Marion County Juvenile Employees Association (MCJEA), should be budgeted at 0%.
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. The rate for all units except units 5 (MCLEA) and 7 (FOPPO), will be \$1,438 monthly (\$17,256 year). The rate for unit 5 will be \$1,608 monthly (\$19,296 year). The rate for unit 7 will be \$1,525 monthly (\$18,300 year).
4. Public Employees Retirement System (PERS) expenses will be budgeted at 19.30% for all positions. This is a composite rate of the PERS, Oregon Public Service Requirement Plan (OPSRP) General Services, and OPSRP Police and Fire participants.
  - a. An additional 6.00% assessment for debt service on PERS bonds will also be applied to all positions.
5. Work with the Council of Economic Advisors to develop estimated property tax revenues, with a recommended percent increase or decrease compared to the current fiscal year. Present other major General Fund revenues and major non-General Fund revenue forecasts to the Council for their judgment on reasonableness of assumptions given county economic conditions.
6. Departments must fully justify the use of temporary workers for each department program.
7. Vacant positions will be eliminated in accordance with current county administrative policy and procedures. All requested and approved new positions will be budgeted for 22 pay periods (there are 26 pay periods in a year). Budgeting of new positions for less than a full year recognizes the time needed for recruitment and hiring; elimination of vacant positions also addresses over-budgeting for Personnel Services. All new positions must be budgeted at step 1.
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. Total M&S amounts for General Fund and Central Services Fund programs that are in excess of the current year budget require a decision package. The current year budget is not a base budget that is automatically repeated. M&S, as well as Personnel Services, for **any fund** and program is subject to reduction at any time budget analysis and financial circumstances indicate such action is prudent.
9. 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, startup costs, etc.).
10. 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.
11. Purchases or leases of all computer desktop, laptop and other computer equipment, printers, copiers, scanners, digital cameras, multi-media machines, and other electronic devices that require network access must be approved by the Information Technology Department before inclusion in departmental budgets.

## MARION COUNTY FY 2018-19 BUDGET OVERVIEW

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12. Capital acquisitions must be requested on the Capital Acquisition Request (CAR) form. This is not a budget form. The amount requested is entered in BUD directly. Capital improvement projects must be contained in the five year plan and must be approved by the Budget Officer for inclusion in the budget request. Approved capital improvement projects budgets are to be entered directly in BUD through GL View.
13. Departments must submit requests to carry forward capital improvement project appropriations from FY 2017-18. If a project has not been started, a new request must be submitted for prioritization against other new requests. Capital outlay and capital improvement project policies and procedures must be followed.
14. The Budget Officer will recommend the amount of General Fund resources to be set aside for Capital Outlay appropriations. These amounts will be managed in appropriate capital funds.
15. Central services departments will be required to prepare their budgets prior to other departments to ensure that the amount of Administrative Charges to be allocated to the other departments is firm. Central Services departments may **not** budget for Contingency.
16. The Budget Officer will recommend an amount to be budgeted for General Fund Contingency that meets the General Reserves policy. General Fund departments may **not** budget for Contingency.
17. Departments may not budget contingency amounts of more than 10% of the total fund requirements in those funds with a majority of non-General Fund revenue, without Budget Officer approval. Available amounts in excess of the 10% must be budgeted in ending fund balance.
18. All requests for new programs and program enhancements must be submitted as individual decision packages. Departments must carefully consider submitting decision packages requests. Decision packages are not meant to reflect a department's entire wish list and few General Fund decision packages will be approved due to financial constraints.
19. Departments that propose to continue programs, projects or special activities no longer supported by outside funding or requiring a shift in funding from the prior year, must submit a decision package to do so, clearly identifying new or proposed financing sources. This must be done within the conditions of the restrictions on backfills policy regarding General Fund resources.
20. 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.

### **BUDGET MANUAL FY 2018-19**

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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.

# MARION COUNTY FY 2018-19 BUDGET OVERVIEW

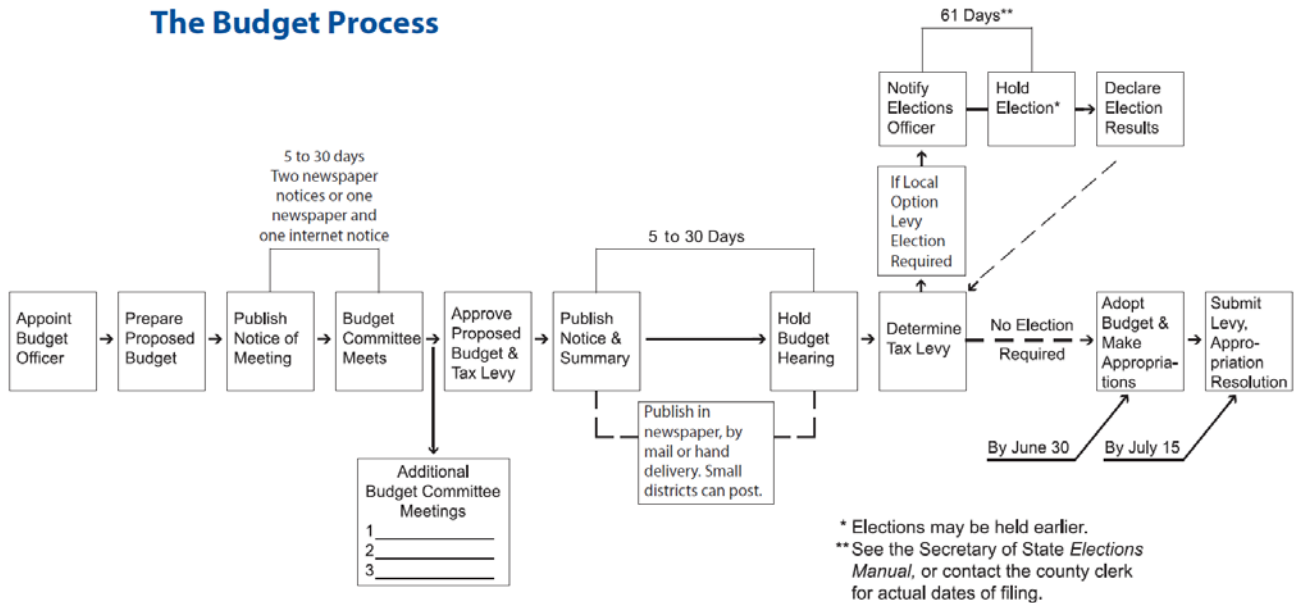
## BUDGET PROCESS

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 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.



Source: Local Budgeting in Oregon, Oregon Department of Revenue

# MARION COUNTY FY 2018-19 BUDGET OVERVIEW

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## Outline of the Budget Process According to Local Budget Law

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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 who is 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 publish

## MARION COUNTY FY 2018-19 BUDGET OVERVIEW

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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 2018-19 BUDGET  
OVERVIEW

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**BUDGET PARTICIPANTS AND INFORMATION**

**Budget Committee**

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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	Janet Carlson

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**

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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**

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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**

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The budget is available on the county website at [www.co.marion.or.us](http://www.co.marion.or.us).



MARION COUNTY FY 2018-19 BUDGET  
OVERVIEW

**BUDGET CALENDAR for FY 2018-19**

The following pages are the budget calendar for budget preparation through budget adoption.

FY 2018-19 BUDGET DEVELOPMENT AND BUDGET PRESENTATION SCHEDULE				
2018				
January	3	Wed	All Departments Begin Budget Preparation - BUD Open	
January	12	Fri	Central Services Departments Preliminary Budgets Due: Board of Commissioners, Finance, Legal Counsel	4:00 PM
January	17	Wed	5 Year CIP Requests due from all departments	Noon
January	19	Fri	Central Services Departments Preliminary Budgets Due: Business Services & Information Technology	4:00 PM
February	8	Thu	Budget Officer Meets With Central Services Departments: Information Technology Business Services	CR - Mt. Angel 2:00 - 3:00 3:00 - 4:00
February	9	Fri	Final Central Services Meeting and Budget Decisions Finance Board of Commissioners Legal Counsel Budget Team Discussion	CR - Mt. Angel 9:00 - 9:15 9:15 - 9:30 9:30 - 9:45 9:45 - 3:00
February	13	Tue	Central Services Departments Notified of Final Budget Officer Decisions	4:00 PM
February	16	Fri	Central Services Revised Budgets Due to Finance	4:00 PM
February	20	Tue	Budget Committee Meeting - Senator Hearing Room	2:00 - 4:00 PM
February	23	Fri	Central Services Administrative Charges Allocations Given to Departments	4:00 PM
March	2	Fri	Central Services Departments Final Budget Narratives Due	4:00 PM
March	9	Fri	<b>Preliminary Budgets Due From All Departments</b>	Noon
March	16	Fri	Council of Economic Advisors Meeting - Commissioner's Board Room	2:30 - 4:30 PM
March	26	Mon	Budget Officer Meets With Department Heads and Elected Officials: District Attorney Community Services Public Works CIP and All Other Funds Justice Court	CR - Mt. Angel 1:00 - 2:00 2:00 - 2:30 2:30 - 3:30 3:30 - 4:30 4:30 - 5:00
March	27	Tue	Budget Officer Meets With Department Heads and Elected Officials: Reserved for Budget Team Discussion if Necessary	CR - Mt. Angel 10:30 - 2:30
March	28	Wed	Budget Officer Meets With Department Heads and Elected Officials: Juvenile Assessor / Tax Law Library (NA - discussed during Central Service meetings) Health Treasurer Break Sheriff Clerk and Clerk Records Budget Team Discussion	CR - Mt. Angel 9:00 - 9:45 9:45 - 10:00 10:00 - 10:15 10:15 - 11:15 11:15 - 11:25 11:25 - 1:30 1:30 - 2:30 2:30 - 3:00 3:00 - 4:00
March	29	Thu	Budget Officer Meets With Department Heads and Elected Officials: Reserved for Budget Team Discussion if Necessary	CR - Mt. Angel 2:45 - 5:00
April	4	Wed	Budget Team Discussions and Final Decisions	9:00 - 2:00
April	6	Fri	Departments Notified of Budget Officer Decisions	4:00 PM
April	23	Mon	<b>Revised Budgets Due From All Departments</b>	4:00 PM
May	1	Tue	Budget Validation by GL Team	4:00 PM
May	2 - 25		Budget Team - Review Budgets, Request Corrections From Departments, Prepare Summary Schedules, Assemble Budget Binders	
May	21	Mon	State of Oregon WH118 CIP Forms Due	5:00 PM

MARION COUNTY FY 2018-19 BUDGET  
OVERVIEW

**FY 2018-19 BUDGET DEVELOPMENT AND BUDGET PRESENTATION SCHEDULE**

\*\*MEETINGS ARE HELD IN THE SENATOR HEARING ROOM AT COURTHOUSE SQUARE\*\*

2018

June	5	Tue	<b>FY 2018-19 Opening Budget Session - Budget Committee</b> Elect Chair & Vice Chair, Adopt Meeting Rules, Approve Minutes, Review Council of Economic Advisors Charter <b>Budget Officer's FY 2018-19 Message</b> <b>Budget Structure and Overview</b> <b>Health and Community Services</b> Community Services <b>General Government</b> Assessor Clerk Treasurer <b>Compensation Board Report</b> <b>Celebrating 175 Years of Service</b> Lunch <b>Public Safety</b> District Attorney Justice Court Juvenile Sheriff's Office Break <b>Central Services</b> Information Technology Business Services Legal Counsel / Law Library Board of Commissioners Finance <b>Non-Departmental, Non-General Funds &amp; Other</b> <b>Budget Committee Comments</b> Break <b>Public Comment Period</b>	<b>9:30 AM</b> 9:30 - 9:40  9:40 - 10:30 10:30 - 10:45  10:45 - 11:00  11:00 - 11:15 11:15 - 11:30 11:30 - 11:35 11:35 - 11:45 11:45 - 12:00 12:00 - 1:00  1:00 - 1:35 1:35 - 1:45 1:45 - 2:15 2:15 - 3:15 3:15 - 3:30  3:30 - 3:50 3:50 - 4:00 4:00 - 4:05 4:05 - 4:10 4:10 - 4:15 4:15 - 4:30 4:30 - 5:00 5:00 - 5:15 <b>5:15 PM</b>
June	7	Thu	<b>Public Comment Period</b> <b>Health and Community Services</b> Health and Human Services <b>Transportation &amp; Natural Resources</b> Public Works Break <b>Capital Improvement Projects</b> <b>Budget Committee Comments</b> Lunch <b>FY 2018-19 Proposed Budget Recap</b> <b>Budget Committee Deliberations and Approval</b>	<b>8:45 AM</b>  9:00 - 10:00  10:00 - 10:45 10:45 - 11:00 11:00 - 11:30 11:30 - 12:00 12:00 - 1:00 1:00 - 1:15 1:15 - 2:00
June	12	Tue	<b>Budget Deliberations and Approval (if necessary)</b>	<b>9:15 - 11:15</b>
June	20	Wed	<b>Board of Commissioners Adopt FY 2018-19 Budget</b>	<b>9:00 AM</b>

MARION COUNTY FY 2018-19 BUDGET  
OVERVIEW

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MARION COUNTY FY 2018-19 BUDGET  
SUMMARY

**TOTAL BUDGET**

The fiscal year 2018-19 budget totals \$445,424,664. This is a \$15,532,731 or a 3.6% **increase** from the total fiscal year 2017-18 final budget of \$429,891,933. 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 \$101,783,890 General Fund and \$343,640,774 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 2017-18 budget amounts include changes through two supplemental budgets.

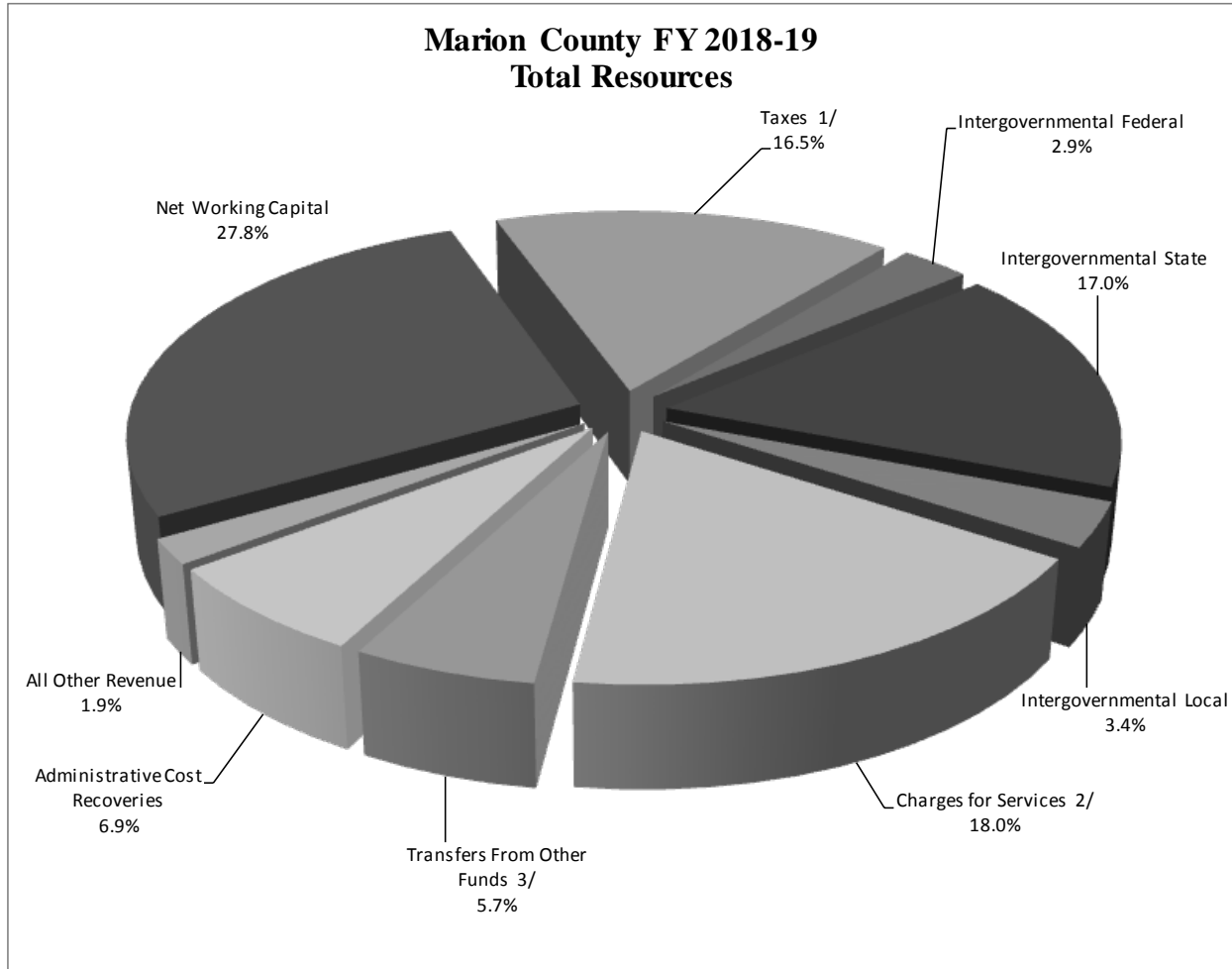
**TOTAL COUNTY RESOURCES**

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 \$445,424,664.

**County Resources Summary**  
FY 2018-19

<b>FY 15-16 ACTUAL</b>	<b>FY 16-17 ACTUAL</b>	<b>RESOURCES</b>	<b>FY 17-18 BUDGET</b>	<b>FY 18-19 PROPOSED</b>	<b>INCREASE/ (DECREASE)</b>	<b>+/- % PRIOR BUDGET</b>
65,382,045	68,064,503	Taxes	71,213,592	73,411,280	2,197,688	3.1%
3,811,302	3,686,976	Licenses and Permits	3,274,770	3,733,099	458,329	14.0%
11,866,815	9,709,302	Intergovernmental	13,125,544	12,783,685	(341,859)	-2.6%
59,768,896	62,723,301	Intergovernmental State	67,692,355	75,502,006	7,809,651	11.5%
17,933,770	16,177,496	Intergovernmental Local	14,327,095	14,951,379	624,284	4.4%
66,059,883	70,735,651	Charges for Services	73,307,961	80,096,003	6,788,042	9.3%
24,396,671	25,435,254	Admin Cost Recovery	27,558,468	30,853,506	3,295,038	12.0%
2,709,375	2,734,568	Fines and Forfeitures	2,473,534	2,740,391	266,857	10.8%
1,272,870	1,666,459	Interest	1,400,129	1,637,123	236,994	16.9%
439,610	719,891	Other Revenues	425,879	372,640	(53,239)	-12.5%
14,336,573	11,273,132	General Fund Transfers	15,305,213	15,822,895	517,682	3.4%
7,784,028	5,770,938	Other Fund Transfers	6,285,099	9,527,108	3,242,009	51.6%
956,238	618,832	Settlements	150,000	10,000	(140,000)	-93.3%
-	9,950,000	Financing Proceeds	5,000,000	-	(5,000,000)	-100.0%
114,413,285	116,827,384	Net Working Capital	128,352,294	123,983,549	(4,368,745)	-3.4%
<b>391,131,360</b>	<b>406,093,687</b>	<b>TOTAL RESOURCES</b>	<b>429,891,933</b>	<b>445,424,664</b>	<b>15,532,731</b>	<b>3.6%</b>

MARION COUNTY FY 2018-19 BUDGET  
SUMMARY



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 2018-19 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 2017-18. 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 17-18 BUDGET	FY 18-19 BUDGET (excluding GF)	FY 18-19 GENERAL FUND BUDGET	FY 18-19 BUDGET TOTAL	INCREASE / (DECREASE) PRIOR BUDGET	+/- % PRIOR BUDGET
Net Working Capital	128,352,294	109,736,999	14,246,550	123,983,549	(4,368,745)	-3.4%
Taxes <sup>1/</sup>	71,213,592	400,000	73,011,280	73,411,280	2,197,688	3.1%
Intergovernmental Federal	13,125,544	12,147,685	636,000	12,783,685	(341,859)	-2.6%
Intergovernmental State	67,692,355	71,225,358	4,276,648	75,502,006	7,809,651	11.5%
Intergovernmental Local	14,327,095	14,951,379	-	14,951,379	624,284	4.4%
Charges for Services <sup>2/</sup>	73,307,961	76,049,147	4,046,856	80,096,003	6,788,042	9.3%
Transfers From Other	21,590,312	20,851,237	4,498,766	25,350,003	3,759,691	17.4%
Admin Cost Recovery	27,558,468	30,853,506	-	30,853,506	3,295,038	12.0%
Settlements	150,000	10,000	-	10,000	(140,000)	-93.3%
Financing Proceeds	5,000,000	-	-	-	(5,000,000)	-100.0%
All Other Revenues <sup>3/</sup>	7,574,312	7,415,463	1,067,790	8,483,253	908,941	12.0%
<b>TOTAL RESOURCES</b>	<b>429,891,933</b>	<b>343,640,774</b>	<b>101,783,890</b>	<b>445,424,664</b>	<b>15,532,731</b>	<b>3.6%</b>

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 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 \$4.36 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 2018-19. 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 2018-19 BUDGET SUMMARY

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## **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 2018-19 is \$72.7 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. The franchise fees are budgeted at \$330,000.

## **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. There is \$1.2 million budgeted for FY 2018-19 which is similar to the prior year funding.

### Health and Human Services Grants and Contracts

These are federal funds passed through the Oregon Health Authority for public health \$1.7 million and mental health \$1 million for FY 2018-19 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 \$4.4 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, all totaling about \$4.4 million.

## **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 2018-19; 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

## MARION COUNTY FY 2018-19 BUDGET SUMMARY

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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 2018-19 gas tax revenue is budgeted at \$23.2 million, a significant increase over the prior year.

### 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 2018-19 budget of \$23.0 million, is a slight increase 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 2018-19 revenues are budgeted at \$12.8 million which is similar to 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 \$1.8 million for FY 2018-19, 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 (CAPS) 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 2018-19 budgeted revenues total \$14.9 million which is a \$400,000 increase 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.



# MARION COUNTY FY 2018-19 BUDGET SUMMARY

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## 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 2018-19 is a \$1.0 million increase over the prior year.

## SKRTS (Salem-Keizer Recycling and Transfer Station), 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 2018-19 budgeted revenues of \$8.1 million are a \$1.0 million 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 2018-19 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 (OMHAS) contract. Other billings occur under Department of Human Services, Office of Medical Assistance Program (OMAP) for services provided to clients covered by the Oregon Health Plan. Health 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 \$5.6 million FY 2018-19 budget is a \$0.5 million increase 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 2018-19 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 2018-19 revenues of \$1.7 million are consistent with 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 2018-19 are: medical and dental health insurance \$25.4 million; liability insurance \$1.4 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 \$1.5 million over the prior year.

# MARION COUNTY FY 2018-19 BUDGET SUMMARY

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## 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 \$3.0 million FY 2018-19 budget is essentially the same as the prior year.

## **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 FY18-19.

## **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 \$15.8 million from the General Fund in FY 2018-19. Another \$9.5 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 2018-19 is \$30.8 million, an increase of \$3.3 million over FY 2017-18.

## **Settlements**

Settlement revenue comes from settling financial claims against outside parties either through legal proceeding or outside of court, and tend to be one-time. There is a total of \$10,000 settlement revenue budgeted in FY 2018-19.

## MARION COUNTY FY 2018-19 BUDGET SUMMARY

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### **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 2018-19 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.

<b>FY 2018-19 Requirements by Major Categories</b>						
	Total Direct Expenditures	Administrative Charges *	Transfers Out	Contingency	Reserves and Ending Fund Balance	Total Requirements
General Fund	67,751,942	11,632,694	15,822,895	1,313,770	5,262,589	101,783,890
All Other Funds	242,202,730	16,149,676	9,527,108	18,669,437	57,091,823	343,640,774
<b>Total</b>	<b>309,954,672</b>	<b>27,782,370</b>	<b>25,350,003</b>	<b>19,983,207</b>	<b>62,354,412</b>	<b>445,424,664</b>

\* 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 \$445,424,664. This is the sum of the direct expenditures, administrative charges, transfers out, contingency, reserves, and ending fund balance.

The expenditures budget is \$363,087,045. 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 \$82,337,619 are excluded from the expenditures total.

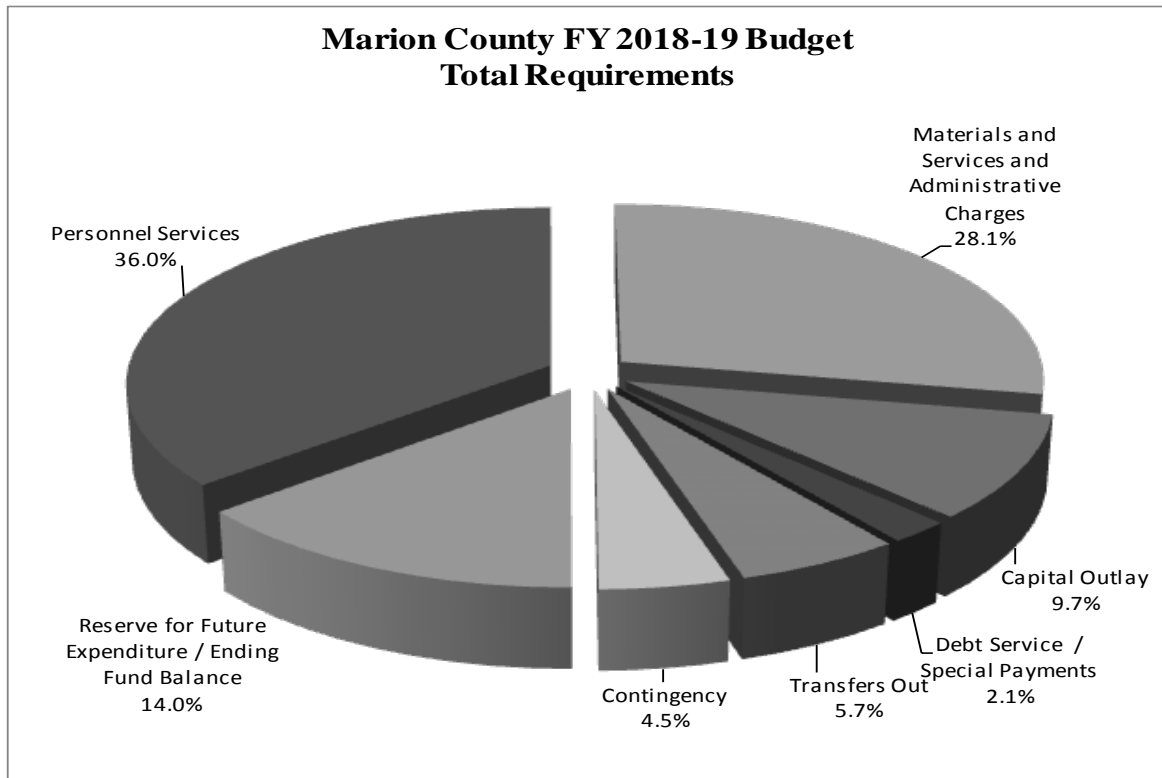
**Total direct expenditures are \$309,954,672.** This is the direct expenditure (resulting in cash outlays) for Personnel Services, Materials and Services, Capital Outlay, Debt Service Principal, Debt Service Interest, and Special Payments.

## MARION COUNTY FY 2018-19 BUDGET SUMMARY

### Requirements Categories

#### County Requirements Summary FY 2018-19

FY 15-16 ACTUAL	FY 16-17 ACTUAL	REQUIREMENTS	FY 17-18 BUDGET	FY 18-19 PROPOSED	INCREASE / (DECREASE)	+/- % PRIOR YEAR
127,681,929	133,004,904	Personnel Services	151,953,853	160,300,183	8,346,330	5.5%
75,384,545	79,464,089	Materials and Services	90,798,976	97,216,915	6,417,939	7.1%
21,861,669	23,217,508	Administrative Charges	25,843,950	27,782,370	1,938,420	7.5%
16,679,247	15,985,076	Capital Outlay	37,771,459	43,046,926	5,275,467	14.0%
3,840,977	4,792,555	Debt Service Principal	5,034,418	5,340,120	305,702	6.1%
3,267,113	3,329,758	Debt Service Interest	3,241,215	3,198,686	(42,529)	-1.3%
3,163,669	914,068	Special Payments	3,235,497	851,842	(2,383,655)	-73.7%
22,424,827	17,044,070	Transfers Out	21,590,312	25,350,003	3,759,691	17.4%
-	-	Contingency	19,035,519	19,983,207	947,688	5.0%
-	-	Reserve for Future Expenditure	9,001,930	5,675,351	(3,326,579)	-37.0%
-	-	Ending Fund Balance	62,384,804	56,679,061	(5,705,743)	-9.1%
<b>274,303,977</b>	<b>277,752,029</b>	<b>TOTAL REQUIREMENTS</b>	<b>429,891,933</b>	<b>445,424,664</b>	<b>15,532,731</b>	<b>3.6%</b>



MARION COUNTY FY 2018-19 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 \$8.3 million for FY 2018-19 over FY 2017-18 are:

- (1) An increase of 28 Full-Time Equivalent (FTE) positions were approved by the Budget Officer; the major increases are 10 FTE in the Sheriff’s Office to support the East Salem Service District and eight FTE in Public Works Department to support road maintenance.
- (2) Normal step 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 \$4.5 million increase in fringe benefits is mostly attributed to PERS (Public Employee Retirement System) expenditure increase of \$2 million and health insurance \$1.4 million.
- (5) An additional 1% assessment on salaries and wages to accumulate resources to help offset future year PERS rate increases.

<b>Countywide Personnel Services Summary</b>					
FY 15-16 ACTUAL	FY 16-17 ACTUAL	PERSONNEL SERVICES	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- % PRIOR BUDGET
82,643,293	86,502,619	Salaries and Wages	96,858,748	100,711,247	4.0%
45,038,636	46,502,285	Fringe Benefits	55,095,105	59,588,936	8.2%
<b>127,681,929</b>	<b>133,004,904</b>	<b>Total Personnel Services</b>	<b>151,953,853</b>	<b>160,300,183</b>	<b>5.5%</b>
1413	1443	FTE	1474	1510	2.4%

MARION COUNTY FY 2018-19 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**

<b>FY 15-16 ACTUAL</b>	<b>FY 16-17 ACTUAL</b>	<b>CATEGORY</b>	<b>FY 17-18 BUDGET</b>	<b>FY 18-19 PROPOSED</b>	<b>+/- % PRIOR BUDGET</b>
3,270,063	3,402,640	Supplies	3,926,207	3,540,108	-9.8%
4,179,202	3,879,097	Materials	4,811,643	5,488,761	14.1%
1,147,157	1,256,347	Communications	1,628,279	1,554,241	-4.5%
1,795,058	1,965,529	Utilities	2,021,875	1,995,001	-1.3%
2,781,629	2,984,761	Repairs and Maintenance	3,243,351	3,454,633	6.5%
4,739,322	4,560,215	Rentals	4,510,208	5,191,341	15.1%
23,251,623	24,329,055	Insurance	27,000,691	28,575,315	5.8%
2,143,733	2,281,102	Miscellaneous	2,513,598	2,557,880	1.8%
<b>43,307,788</b>	<b>44,658,746</b>	<b>Subtotal</b>	<b>49,655,852</b>	<b>52,357,280</b>	<b>5.4%</b>

**Contracted Services**

497,179	611,108	<i>Central Services Fund</i>	905,505	968,101	6.9%
69,382	96,674	<i>Community Services Grants Fund</i>	98,699	218,670	121.6%
1,846,387	2,502,988	<i>Community Corrections Fund</i>	2,368,496	2,678,875	13.1%
15,280,156	16,603,597	<i>Environmental Services Fund</i>	16,919,410	19,564,197	15.6%
286,092	511,498	<i>General Fund Non-Departmental</i>	1,019,315	1,504,166	47.6%
2,329,302	2,509,842	<i>General Fund Sheriff's Office</i>	2,587,443	2,771,760	7.1%
7,424,269	7,441,634	<i>Health &amp; Human Services Fund</i>	9,171,978	8,743,985	-4.7%
700,208	757,124	<i>Lottery and Economic Development Fund</i>	2,379,595	2,596,850	9.1%
404,703	615,609	<i>Public Works Fund</i>	1,704,151	1,837,015	7.8%
394,982	394,905	<i>Sheriff Grants Fund</i>	347,746	239,885	-31.0%
2,844,097	2,760,364	<i>All Other Funds</i>	3,640,786	3,736,131	2.6%
<b>32,076,757</b>	<b>34,805,343</b>	<b>Contracted Services Subtotal</b>	<b>41,143,124</b>	<b>44,859,635</b>	<b>9.0%</b>
<b>75,384,545</b>	<b>79,464,089</b>	<b>Total</b>	<b>90,798,976</b>	<b>97,216,915</b>	<b>7.1%</b>

# MARION COUNTY FY 2018-19 BUDGET SUMMARY

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## **FUNDS OVERVIEW**

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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.<sup>1</sup>

### **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.

### **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.

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## **BUDGET BY FUND REQUIRED BY LAW**

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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 2018-19, the county currently uses 36 funds.

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<sup>1</sup> p. 19, Local Budgeting Manual, Oregon Department of Revenue (Forms-Local Budget)



MARION COUNTY FY 2018-19 BUDGET  
SUMMARY

**FY 2018-19 Budget by Fund**

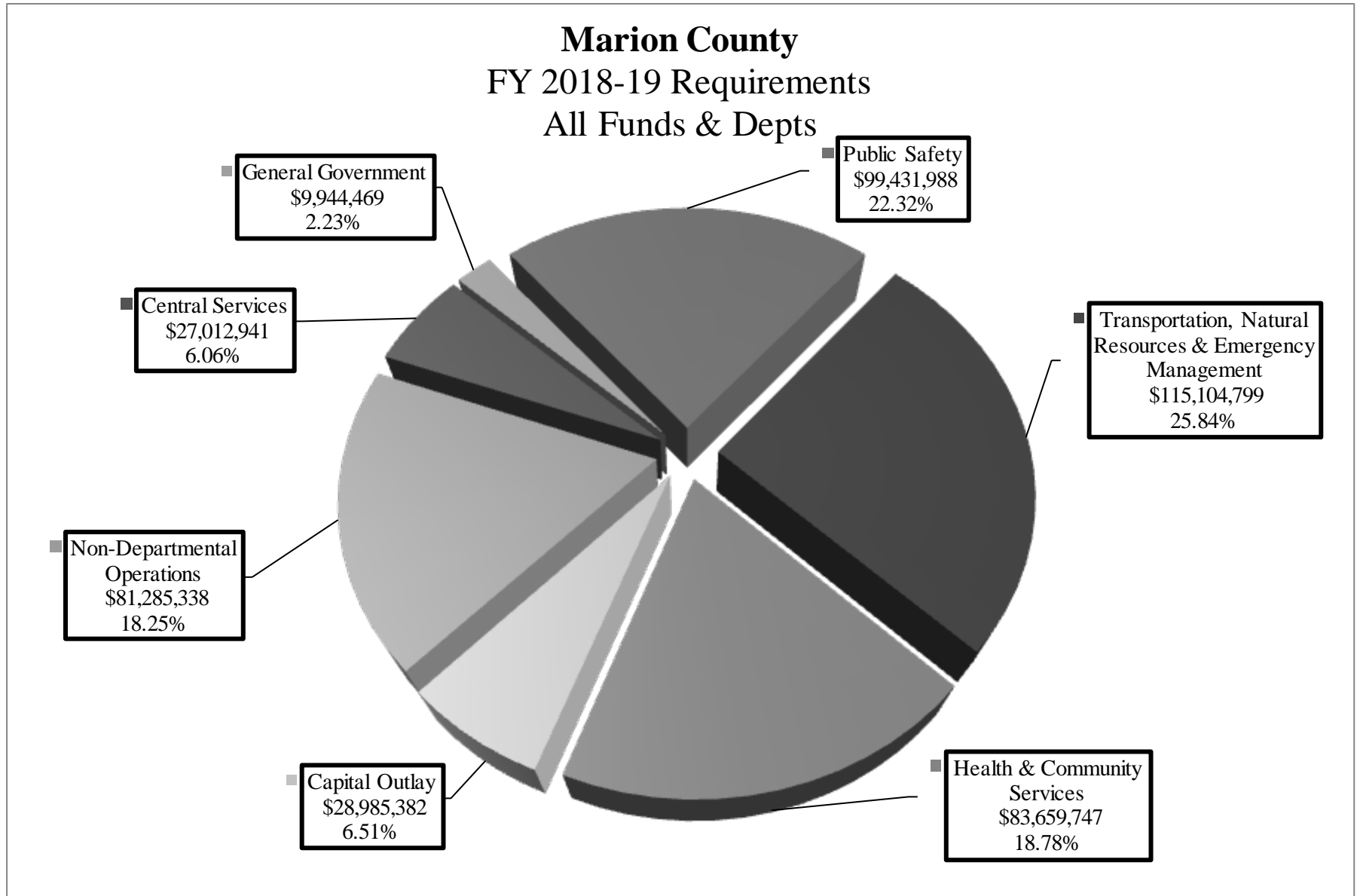
FY 15-16 Expenditures	FY 16-17 Expenditures	Fund Category and Name	FY 17-18 Budget	FY 18-19 Proposed	Change from Prior year	% Change
<b>Operations</b>						
79,303,088	78,507,506	General Fund	99,674,160	101,783,890	2,109,730	2.1%
2,291,670	2,528,463	Building Inspection	5,322,300	6,059,892	737,592	13.9%
20,771,706	21,825,176	Central Services	24,736,781	26,256,202	1,519,421	6.1%
1,521,104	1,602,776	Child Support	1,763,245	1,799,071	35,826	2.0%
14,120,050	15,827,805	Community Corrections	16,775,998	17,678,716	902,718	5.4%
107,542	175,338	Community Services Grants	143,043	266,083	123,040	86.0%
109,914	114,331	County Clerk Records	219,848	245,306	25,458	11.6%
374,977	345,813	County Fair	552,333	606,427	54,094	9.8%
807,700	1,115,204	District Attorney Grants	1,629,600	1,528,948	(100,652)	-6.2%
1,207,307	1,285,788	Dog Control	1,441,365	1,565,922	124,557	8.6%
-	-	Enhanced Public Safety ESSD	-	1,664,315	1,664,315	NA
19,757,734	21,010,893	Environmental Services	33,410,884	37,890,465	4,479,581	13.4%
4,179,863	1,778,593	Fleet Management	3,690,822	3,777,879	87,057	2.4%
51,442,333	50,995,285	Health and Human Services	74,704,855	75,945,396	1,240,541	1.7%
96,637	174,641	Inmate Welfare	558,037	501,887	(56,150)	-10.1%
3,242,186	3,027,953	Juvenile Grants	4,681,642	3,494,938	(1,186,704)	-25.3%
869,331	827,914	Land Use Planning	1,060,018	1,094,488	34,470	3.3%
229,811	214,315	Law Library	941,578	1,013,497	71,919	7.6%
1,724,417	1,858,923	Lottery and Economic Dev	3,911,922	4,389,531	477,609	12.2%
372,127	432,621	Parks	970,218	1,024,815	54,597	5.6%
26,773,254	27,368,042	Public Works	57,026,312	60,355,707	3,329,395	5.8%
2,873,574	3,178,083	Sheriff Grants	4,102,611	4,114,621	12,010	0.3%
406,405	618,294	Stormwater Management	1,750,954	2,060,279	309,325	17.7%
507,115	534,437	Surveyor	2,494,096	2,841,274	347,178	13.9%
2,051,519	1,756,634	Traffic Safety Team	2,587,799	2,639,431	51,632	2.0%
<b>235,141,363</b>	<b>237,104,826</b>	<b>Total Operations</b>	<b>344,150,421</b>	<b>360,598,980</b>	<b>16,448,559</b>	<b>4.8%</b>
<b>Capital</b>						
-	-	Capital Building and Equipment	296,665	135,994	(160,671)	-54.2%
1,825,663	2,728,234	Capital Improvement Projects	7,152,686	12,290,393	5,137,707	71.8%
5,410,453	4,155,507	Facility Renovation	25,698,649	16,558,995	(9,139,654)	-35.6%
<b>7,236,116</b>	<b>6,883,740</b>	<b>Total Capital</b>	<b>33,148,000</b>	<b>28,985,382</b>	<b>(4,162,618)</b>	<b>-12.6%</b>
<b>Non-Departmental</b>						
47,721	-	Block Grant	3,695	3,774	79	2.1%
24,972	-	CH2 Redevelopment	-	-	-	NA
578,669	614,068	County Schools	638,403	587,750	(50,653)	-7.9%
825,934	786,366	Criminal Justice Assessment	1,637,335	1,494,847	(142,488)	-8.7%
6,467,355	7,464,077	Debt Service	8,689,788	10,010,865	1,321,077	15.2%
229,332	42,163	Non-Departmental Grants	826,906	925,052	98,146	11.9%
-	-	Rainy Day	2,256,114	2,274,914	18,800	0.8%
23,598,332	24,490,421	Self Insurance	37,988,189	40,086,300	2,098,111	5.5%
154,183	366,367	Tax Title Land Sales	553,082	456,800	(96,282)	-17.4%
<b>31,926,498</b>	<b>33,763,462</b>	<b>Total Non-Departmental</b>	<b>52,593,512</b>	<b>55,840,302</b>	<b>3,246,790</b>	<b>6.2%</b>
<b>274,303,977</b>	<b>277,752,029</b>	<b>Total Budget</b>	<b>429,891,933</b>	<b>445,424,664</b>	<b>15,532,731</b>	<b>3.6%</b>

# MARION COUNTY FY 2018-19 BUDGET SUMMARY

## FY 2018-19 Budget by Fund and 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
<b><u>DEPARTMENTAL</u></b>																		
General Fund	6,312,170			2,909,751	886,388	9,503,889				1,001,279	12,232,477			43,272,416	477,242		25,188,278	101,783,890
Building Inspection													6,059,892					6,059,892
Central Services		2,794,951	7,627,299				2,766,499		11,073,502			1,737,193					256,758	26,256,202
Child Support						1,799,071												1,799,071
Community Corrections														17,678,716				17,678,716
Community Services Grants					266,083													266,083
County Clerk Records				245,306														245,306
County Fair					606,427													606,427
District Attorney Grants						1,528,948												1,528,948
Dog Control					1,565,922													1,565,922
Enhanced Public Safety ESSD														1,664,315				1,664,315
Environmental Services													37,890,465					37,890,465
Fleet Management													3,777,879					3,777,879
Health and Human Services								75,945,396										75,945,396
Inmate Welfare														501,887				501,887
Juvenile Grants											3,494,938							3,494,938
Land Use Planning													1,094,488					1,094,488
Law Library												1,013,497						1,013,497
Lottery and Economic Development					4,389,531													4,389,531
Parks													1,024,815					1,024,815
Public Works													60,355,707					60,355,707
Sheriff Grants														4,114,621				4,114,621
Stormwater Management													2,060,279					2,060,279
Surveyor													2,841,274					2,841,274
Traffic Safety Team														2,639,431				2,639,431
<b><u>CAPITAL</u></b>																		
Capital Building and Equipment																135,994		135,994
Capital Improvement Projects																12,290,393		12,290,393
Facility Renovation																16,558,995		16,558,995
<b><u>NON-DEPARTMENTAL</u></b>																		
Block Grant																		3,774
County Schools																		587,750
Criminal Justice Assessment																		1,494,847
Debt Service																		10,010,865
Non-Departmental Grants																		925,052
Rainy Day																		2,274,914
Self Insurance																		40,086,300
Tax Title Land Sales																		456,800
<b>GRAND TOTAL</b>	<b>6,312,170</b>	<b>2,794,951</b>	<b>7,627,299</b>	<b>3,155,057</b>	<b>7,714,351</b>	<b>12,831,908</b>	<b>2,766,499</b>	<b>75,945,396</b>	<b>11,073,502</b>	<b>1,001,279</b>	<b>15,727,415</b>	<b>2,750,690</b>	<b>115,104,799</b>	<b>69,871,386</b>	<b>477,242</b>	<b>28,985,382</b>	<b>81,285,338</b>	<b>445,424,664</b>
FTE	51.0	15.0	65.0	14.5	21.7	91.0	20.6	455.4	61.0	8.0	107.2	11.8	223.0	362.5	2.5	N/A	N/A	1,510.2

MARION COUNTY FY 2018-19 BUDGET  
SUMMARY



# MARION COUNTY FY 2018-19 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 2018-19 budget is \$101,783,890, a \$2,109,730 or 2.1% increase from FY 2017-18.

### **General Fund Major Resources**

#### Property Taxes

The majority of general fund revenues are derived from property taxes. The FY 2018-19 estimated total property tax collections for Marion County is \$72,673,750. The total is comprised of \$71,342,750 current taxes, \$1,031,000 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 2018-19.

The following table of current year property taxes shows that FY 2018-19 current year property tax collections are budgeted to increase by 4.15% over the FY 2017-18 estimate, as recommended by the county Council of Economic Advisors.

#### Current Year Property Tax History

FY 09-10 Actual	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 Estimate	FY 18-19 Budget
52,112,885	53,117,512	54,529,383	55,130,146	57,397,291	60,078,181	63,274,521	65,801,530	68,500,000	71,342,750
4.21%	1.93%	2.66%	1.10%	4.11%	4.67%	5.32%	3.99%	4.10%	4.15%

#### 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. The General Fund share of FY 2018-19 Chapter 530 revenue is estimated at \$700,000. 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. The FY 2018-19 budget of \$1,943,275 is only slightly more than the prior year. 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. The FY 2018-19 budget estimate of \$1,103,493 is slightly more

MARION COUNTY FY 2018-19 BUDGET  
SUMMARY

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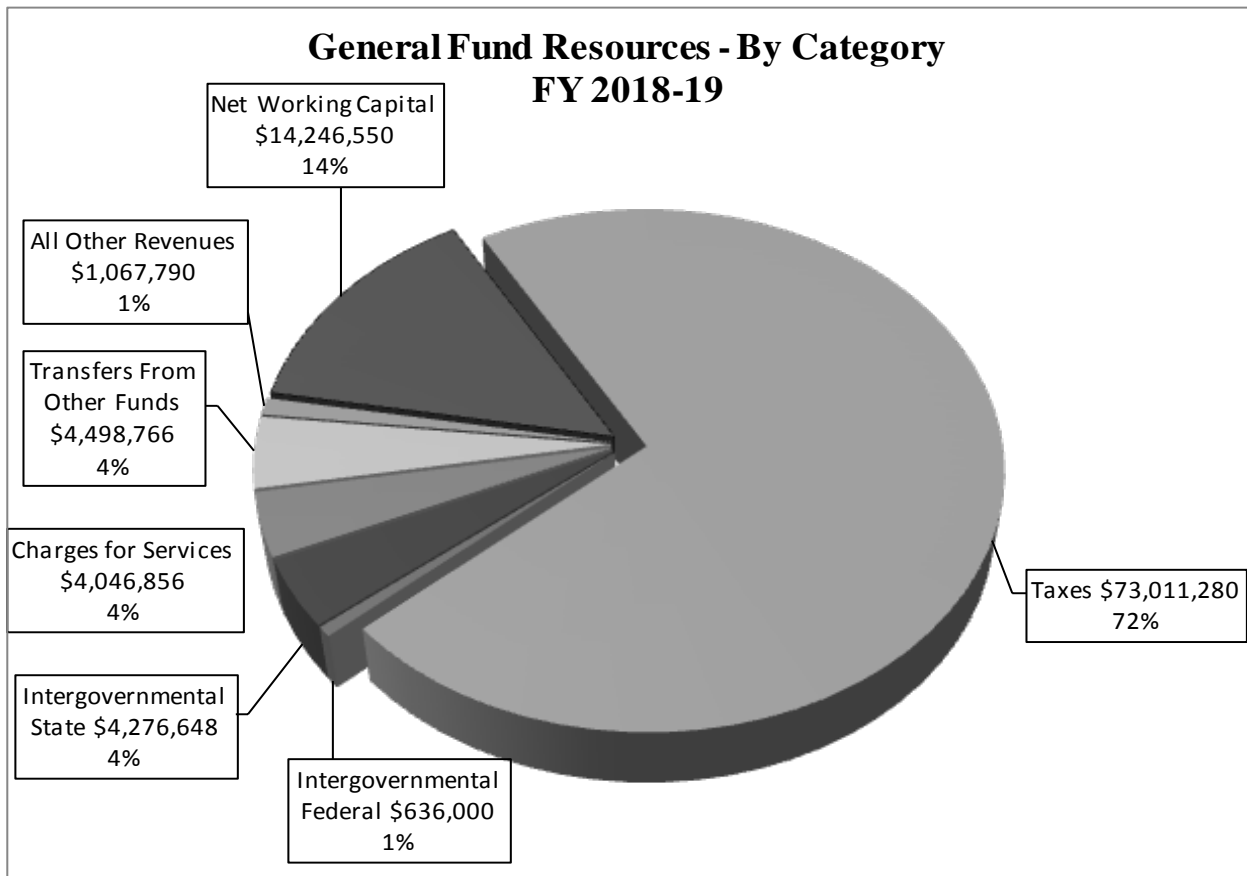
than the prior year. Estimates are based on state forecasts. This revenue is recorded in the Intergovernmental State category.

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. Revenues from fees have recently increased due to the real estate market. The budget estimate for FY 2018-19 is \$1,533,060. This revenue is within the Charges for Services category.

Net Working Capital

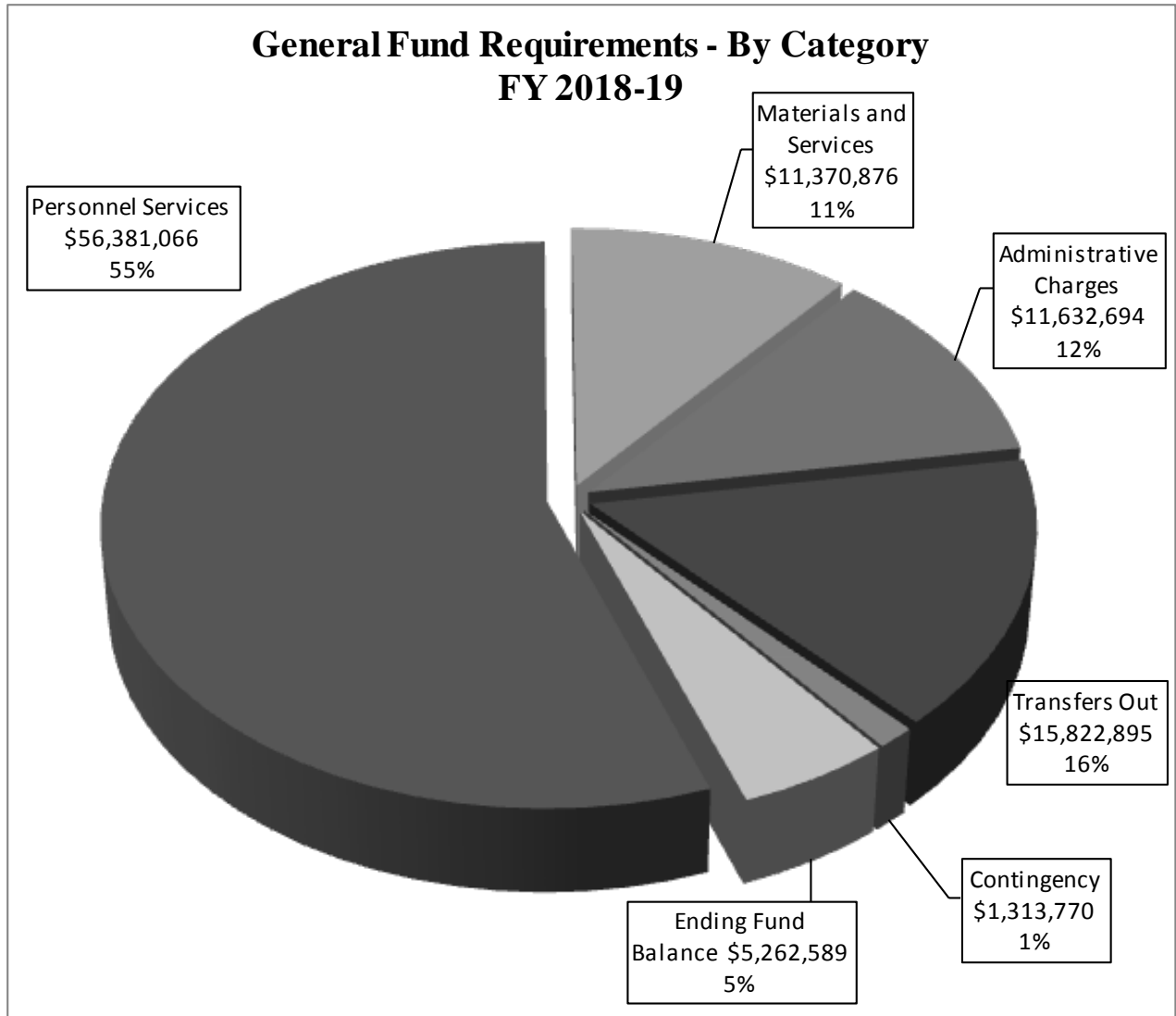
Net Working Capital is a substantial part of the General Fund. Net working capital is the unexpended balance, or savings, of a fund after the end of a fiscal year that carries over into the following fiscal year as a resource. Net Working Capital is budgeted at \$14,246,550 for FY 2018-19, which is consistent with current year actual amounts.



MARION COUNTY FY 2018-19 BUDGET  
SUMMARY

**General Fund Major Requirements by Category**

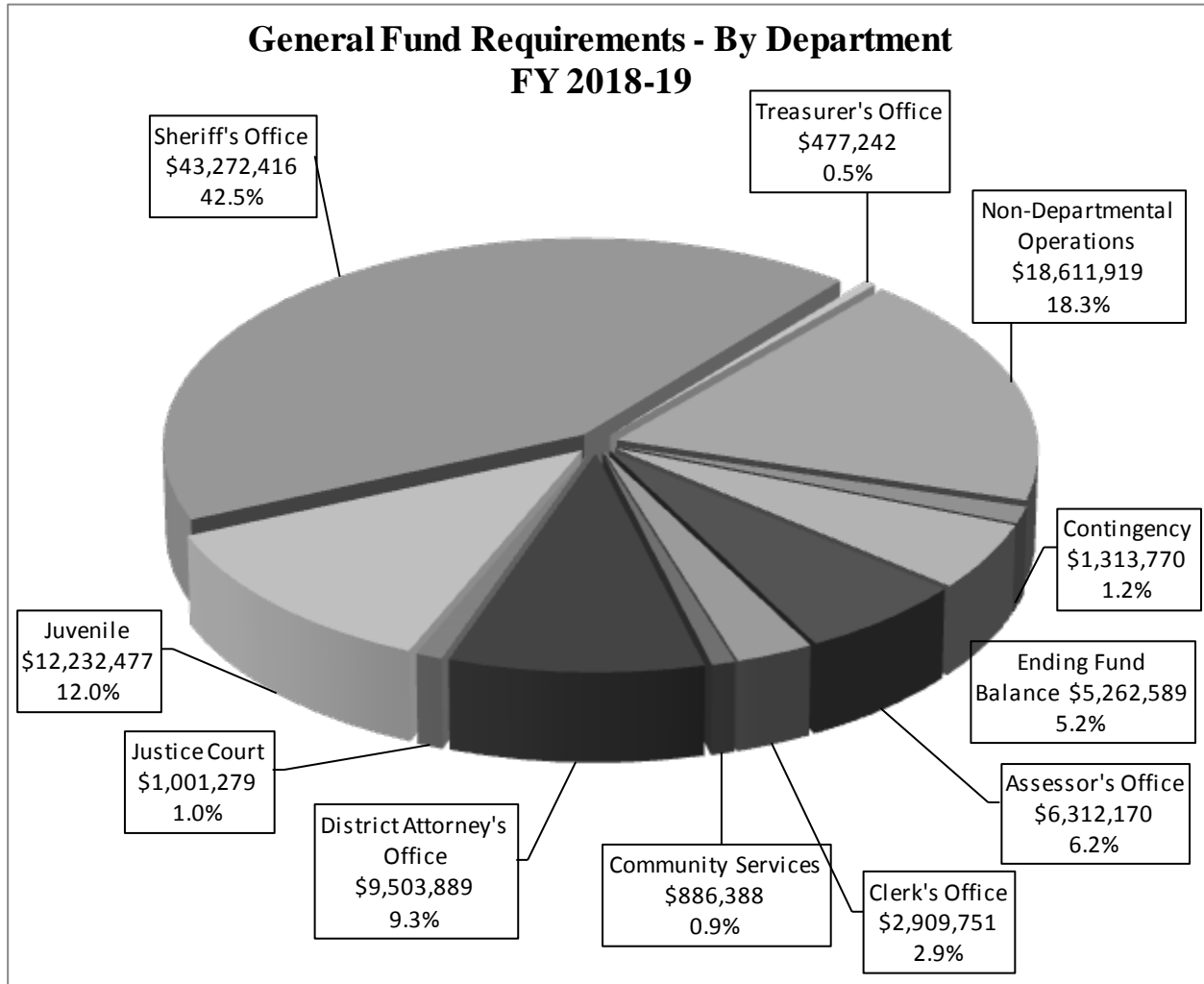
As discussed earlier, Oregon local budget law requires reporting of expenditures, internal transactions between funds, transfers, contingencies, and unappropriated ending fund balance in the total budget. These together are referred to as requirements. The direct expenditures are personnel services, 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.



MARION COUNTY FY 2018-19 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.

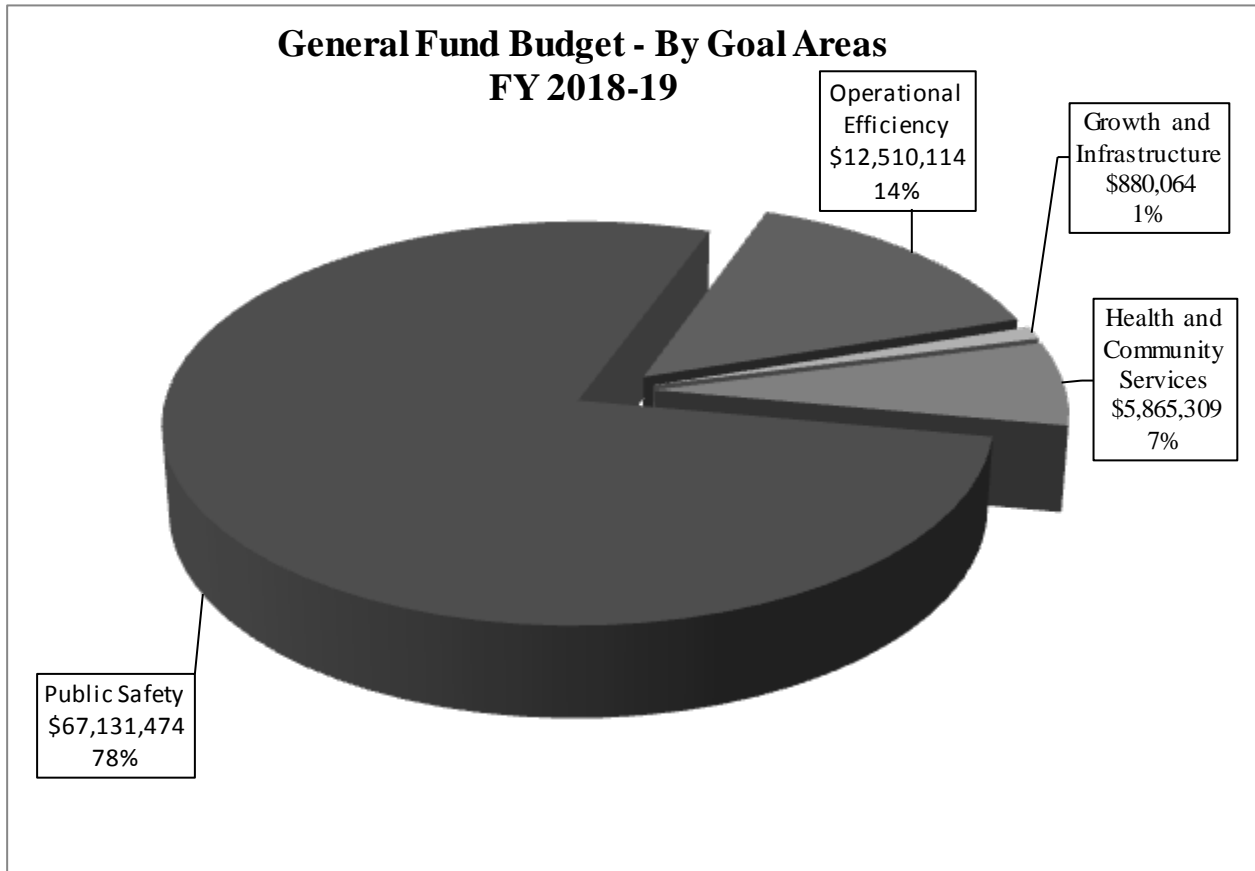


# MARION COUNTY FY 2018-19 BUDGET SUMMARY

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## **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.



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 2018-19 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 2018-19, the budget for the Central Services Fund is \$26,256,202, which is a \$1.5 million increase over the prior budget.

**Central Services Fund Income Summary**  
FY 2018-19

FY 15-16 ACTUAL	FY 16-17 ACTUAL	CATEGORY	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- % Prior Budget
<b><u>RESOURCES</u></b>					
749,237	729,260	Charges for Services	583,813	602,261	3%
19,575,234	20,642,567	Admin Cost Recovery	23,246,122	24,811,193	7%
600	94	Other Revenues	-	-	0%
400,221	407,008	General Fund Transfers	859,597	803,349	-7%
46,414	46,247	Other Fund Transfers	47,249	39,399	17%
<b>\$ 20,771,706</b>	<b>\$ 21,825,176</b>	<b>TOTAL RESOURCES</b>	<b>\$ 24,736,781</b>	<b>\$ 26,256,202</b>	<b>20%</b>
<b><u>REQUIREMENTS</u></b>					
<i>BY DEPARTMENT</i>					
2,101,476	2,374,412	Board of Commissioners Office	2,675,600	2,794,951	4%
6,468,495	6,525,869	Business Services	7,281,813	7,627,299	5%
1,345,174	1,419,699	Legal	1,652,252	1,737,193	5%
2,469,915	2,346,357	Finance	2,702,903	2,766,499	2%
8,339,217	9,000,678	Information Technology	10,120,501	11,073,502	9%
47,429	158,158	Non-Departmental Operations	303,712	256,758	-15%
<b>\$ 20,771,706</b>	<b>\$ 21,825,173</b>	<b>TOTAL REQUIREMENTS</b>	<b>\$ 24,736,781</b>	<b>\$ 26,256,202</b>	<b>11%</b>
<i>BY CATEGORY</i>					
16,174,140	16,800,368	Personnel Services	18,991,914	19,911,666	5%
3,066,093	3,317,887	Materials and Services	3,886,422	4,411,463	14%
1,531,473	1,706,919	Administrative Charges	1,858,445	1,933,073	4%
<b>\$ 20,771,706</b>	<b>\$ 21,825,173</b>	<b>TOTAL REQUIREMENTS</b>	<b>\$ 24,736,781</b>	<b>\$ 26,256,202</b>	<b>22%</b>

# MARION COUNTY FY 2018-19 BUDGET SUMMARY

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## **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 one-half of the compensation of a Property Specialist who spends a portion of their time handling county real property sales.

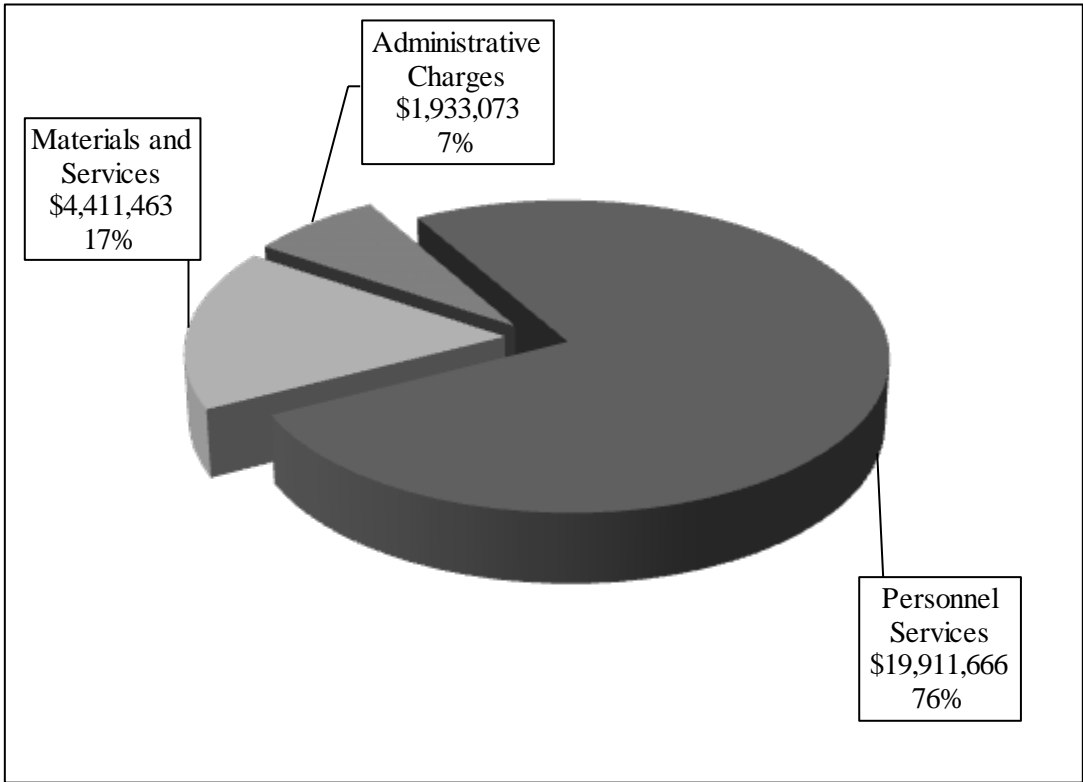
MARION COUNTY FY 2018-19 BUDGET  
SUMMARY

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**Central Services Major Requirements**

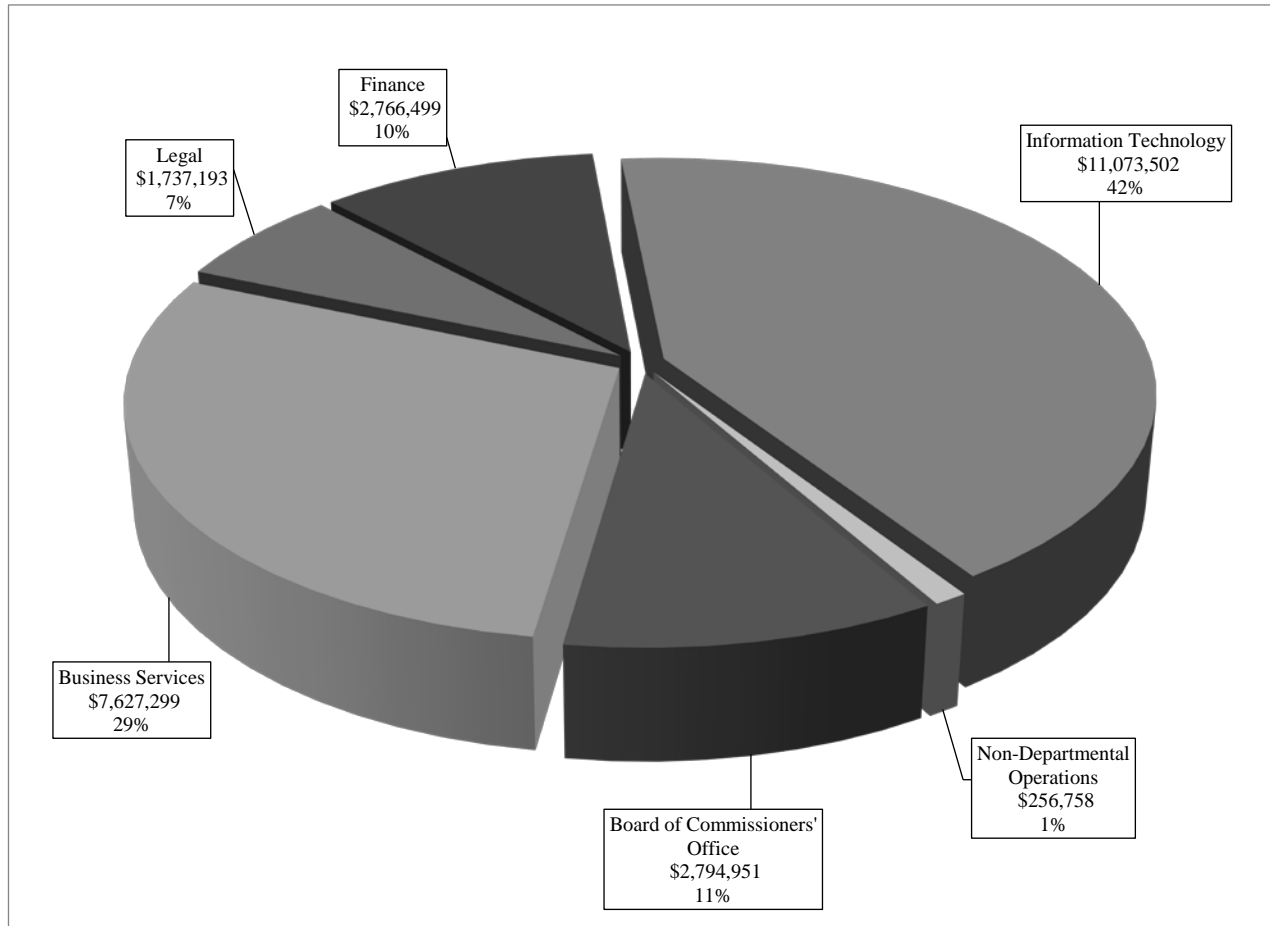
The total Central Services Fund requirements budget is \$26,256,202. Direct expenditures are for Personnel Services, Materials and Services, and Administrative Charges (internal service). The Central Service requirements budget is allocated to expenditures by category and department as shown in the following pie charts.

**Central Services Requirements by Category - FY 2018-19 Budget**



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**Central Services Requirements by Department – FY 2018-19 Budget**



**Personnel Services**

In FY 2018-19, 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.

<b>Central Services Fund Personnel Services Summary</b>					
FY 15-16 ACTUAL	FY 16-17 ACTUAL	PERSONNEL SERVICES	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- % Prior Budget
10,660,814	11,066,156	Salaries and Wages	12,218,114	12,684,268	3.8%
5,513,326	5,734,212	Fringe Benefits	6,773,800	7,227,398	6.7%
<b>16,174,140</b>	<b>16,800,368</b>	<b>Total Personnel Services</b>	<b>18,991,914</b>	<b>19,911,666</b>	<b>4.8%</b>
161	162	FTE	168	172	2.1%

MARION COUNTY FY 2018-19 BUDGET  
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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.

<b>Central Services Fund Materials and Services Summary</b>					
<b>FY 15-16 ACTUAL</b>	<b>FY 16-17 ACTUAL</b>	<b>MATERIALS AND SERVICES</b>	<b>FY 17-18 BUDGET</b>	<b>FY 18-19 PROPOSED</b>	<b>+/- % Prior Budget</b>
173,570	210,501	Supplies	215,371	216,760	0.6%
351,543	315,556	Materials	335,305	414,611	23.7%
222,979	214,937	Communications	235,443	324,592	37.9%
105,275	105,557	Utilities	111,731	122,270	9.4%
497,508	611,108	Contracted Services	905,055	968,101	7.0%
1,274,931	1,359,853	Repairs and Maintenance	1,534,317	1,708,839	11.4%
230,694	224,842	Rentals	241,103	234,110	-2.9%
209,592	275,534	Miscellaneous	308,097	422,180	37.0%
<b>\$3,066,092</b>	<b>\$ 3,317,888</b>	<b>Total Materials and Services</b>	<b>\$ 3,886,422</b>	<b>\$ 4,411,463</b>	<b>13.5%</b>

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 \$1,933,073 for FY 2018-19, 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 the detail section under Requirements.

MARION COUNTY FY 2018-19 BUDGET  
SUMMARY

**PROGRAMS FUNDED IN PART BY STATE RESOURCES**

<b>SUMMARY OF MAJOR PROGRAMS FUNDED IN PART BY STATE RESOURCES (ORS 294.444)</b>				
	Fiscal Year 2015-16 Actual	Fiscal Year 2016-17 Actual	Fiscal Year 2017-18 Budget	Fiscal Year 2018-19 Budget
<b>ASSESSMENT AND TAXATION</b>				
General Resources	\$ 4,497,315	\$ 4,611,127	\$ 5,030,090	\$ 5,291,120
State Resources	1,107,943	1,052,874	1,099,096	1,103,493
Total Resources	\$ 5,605,258	\$ 5,664,001	\$ 6,129,186	\$ 6,394,613
Total Requirements	\$ 5,605,258	\$ 5,664,001	\$ 6,129,186	\$ 6,394,613
<b>COMMUNITY CORRECTIONS</b>				
General Resources	\$ -	\$ -	\$ -	\$ 280,545
State Resources	10,619,135	9,287,933	11,219,469	11,287,144
Other Revenue	2,285,100	3,423,815	1,520,825	1,861,223
Total Resources	\$ 12,904,235	\$ 12,711,748	\$ 12,740,294	\$ 13,428,912
Total Requirements	\$ 10,362,468	\$ 12,070,223	\$ 12,740,294	\$ 13,428,912
<b>JAIL OPERATIONS</b>				
General Resources	\$ 15,665,236	\$ 16,369,925	\$ 17,879,038	\$ 18,715,345
State Resources	4,363,906	4,338,906	4,629,619	4,859,902
Federal Resources	102,073	127,322	-	-
Other Revenue	1,160,161	1,352,801	1,150,747	973,814
Total Resources	\$ 21,291,376	\$ 22,188,954	\$ 23,659,404	\$ 24,549,061
Total Requirements	\$ 20,594,763	\$ 21,624,950	\$ 23,659,404	\$ 24,549,061
<b>DISTRICT ATTORNEY</b>				
General Resources	\$ 8,477,817	\$ 8,982,316	\$ 9,936,935	\$ 10,057,406
State Resources	438,786	450,693	440,885	454,968
Federal Resources	1,431,436	1,669,910	1,884,190	1,838,738
Other Revenue	394,967	524,037	552,080	480,796
Total Resources	\$ 10,743,006	\$ 11,626,956	\$ 12,814,090	\$ 12,831,908
Total Requirements	\$ 9,829,817	\$ 10,398,949	\$ 12,814,090	\$ 12,831,908
<b>JUVENILE CORRECTIONS &amp; PROBATION</b>				
General Resources	\$ 10,697,342	\$ 10,695,968	\$ 11,424,209	\$ 12,311,321
State Resources	1,256,439	1,252,287	1,261,955	1,327,139
Federal Resources	516,155	483,438	436,086	429,800
Other Revenue	1,128,843	1,369,739	1,980,886	1,659,155
Total Resources	\$ 13,598,779	\$ 13,801,432	\$ 15,103,136	\$ 15,727,415
Total Requirements	\$ 13,031,982	\$ 12,800,050	\$ 15,103,136	\$ 15,727,415
<b>PUBLIC HEALTH</b>				
General Resources	\$ 2,238,452	\$ 2,463,904	\$ 2,372,586	\$ 2,396,473
State Resources	950,965	916,942	1,584,499	2,000,236
Federal Resources	2,478,998	2,077,753	1,877,586	1,950,899
Other Revenue	8,457,767	7,662,273	7,816,242	7,564,326
Total Resources	\$ 14,126,181	\$ 13,120,872	\$ 13,650,913	\$ 13,911,934
Total Requirements	\$ 9,330,868	\$ 8,620,071	\$ 13,650,913	\$ 13,911,934
<b>MENTAL HEALTH AND CHEMICAL DEPENDENCY</b>				
General Resources	\$ 1,260,516	\$ 1,266,486	\$ 1,357,804	\$ 1,398,825
State Resources	16,268,832	18,193,881	21,282,965	22,028,940
Federal Resources	1,650,209	1,849,514	1,710,940	1,092,865
Other Revenue	40,922,479	38,912,486	36,702,233	37,512,833
Total Resources	\$ 60,102,035	\$ 60,222,368	\$ 61,053,943	\$ 62,033,463
Total Requirements	\$ 42,111,465	\$ 42,375,215	\$ 61,053,943	\$ 62,033,463
<b>ROADS</b>				
General Resources	\$ 32,460	\$ 118,782	\$ 175,525	\$ 227,250
State Resources	20,310,720	20,738,619	20,030,000	25,888,250
Federal Resources	3,522,955	2,240,438	6,247,228	6,018,909
Other Revenue	28,907,461	30,717,308	30,573,559	28,221,298
Total Resources	\$ 52,773,596	\$ 53,815,147	\$ 57,026,312	\$ 60,355,707
Total Requirements	\$ 26,773,254	\$ 27,368,042	\$ 57,026,312	\$ 60,355,707
<b>ECONOMIC DEVELOPMENT</b>				
General Resources	\$ 352,582	\$ 358,645	\$ 632,875	\$ 654,588
State Resources	53,667	53,667	50,500	103,167
Video Lottery Resources	1,958,262	1,956,657	2,101,890	2,189,897
Federal Resources	-	-	25,000	6,250
Other Revenue	2,398,070	2,802,367	2,714,008	3,136,544
Total Resources	\$ 4,762,581	\$ 5,171,336	\$ 5,524,273	\$ 6,090,446
Total Requirements	\$ 2,968,725	\$ 3,032,650	\$ 5,524,273	\$ 6,090,446

MARION COUNTY FY 2018-19 BUDGET  
SUMMARY

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MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
ASSESSOR'S OFFICE

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# 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 2018-19 BUDGET  
BY DEPARTMENT  
ASSESSOR'S OFFICE

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**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 2018-19 BUDGET  
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ASSESSOR'S OFFICE

**RESOURCE AND REQUIREMENT SUMMARY**

Assessor's Office	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
General Fund Transfers	5,554,502	5,599,628	6,059,671	6,312,170	4.2%
<b>TOTAL RESOURCES</b>	<b>5,554,502</b>	<b>5,599,628</b>	<b>6,059,671</b>	<b>6,312,170</b>	<b>4.2%</b>
<b>REQUIREMENTS</b>					
Personnel Services					
Salaries and Wages	2,694,175	2,687,388	2,885,120	2,977,400	3.2%
Fringe Benefits	1,558,018	1,527,893	1,749,142	1,849,222	5.7%
Total Personnel Services	<b>4,252,193</b>	<b>4,215,281</b>	<b>4,634,262</b>	<b>4,826,622</b>	<b>4.2%</b>
Materials and Services					
Supplies	16,731	13,333	22,050	16,246	-26.3%
Materials	21,141	19,981	18,000	16,435	-8.7%
Communications	2,403	4,486	2,475	2,480	0.2%
Utilities	27,724	29,287	30,069	32,312	7.5%
Contracted Services	149,024	181,938	157,310	157,250	0.0%
Repairs and Maintenance	3,906	5,787	5,300	10,225	92.9%
Rentals	50,568	48,122	51,071	49,075	-3.9%
Insurance	1,750	1,750	1,750	1,750	0.0%
Miscellaneous	92,557	112,600	95,485	97,705	2.3%
Total Materials and Services	<b>365,804</b>	<b>417,283</b>	<b>383,510</b>	<b>383,478</b>	<b>0.0%</b>
Administrative Charges	936,505	967,064	1,041,899	1,102,070	5.8%
<b>TOTAL REQUIREMENTS</b>	<b>5,554,502</b>	<b>5,599,628</b>	<b>6,059,671</b>	<b>6,312,170</b>	<b>4.2%</b>
<b>FTE</b>	51.00	51.00	51.00	51.00	0.0%

MARION COUNTY FY 2018-19 BUDGET  
 BY DEPARTMENT  
 ASSESSOR'S OFFICE

Fund Name	<b>FUNDS</b>				% of Total
	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	
<b>RESOURCES</b>					
FND 100 General Fund	5,554,502	5,599,628	6,059,671	6,312,170	100.0%
<b>TOTAL RESOURCES</b>	<b>5,554,502</b>	<b>5,599,628</b>	<b>6,059,671</b>	<b>6,312,170</b>	<b>100.0%</b>
<b>REQUIREMENTS</b>					
FND 100 General Fund	5,554,502	5,599,628	6,059,671	6,312,170	100.0%
<b>TOTAL REQUIREMENTS</b>	<b>5,554,502</b>	<b>5,599,628</b>	<b>6,059,671</b>	<b>6,312,170</b>	<b>100.0%</b>

	<b>PROGRAMS</b>				+/- %
	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	
<b>RESOURCES</b>					
Tax Collection	776,648	790,990	817,960	867,609	6.1%
Cartography	632,395	675,733	703,960	718,607	2.1%
Valuation	3,066,205	3,043,727	3,455,908	3,714,025	7.5%
AS Administration	1,079,253	1,089,179	1,081,843	1,011,929	-6.5%
<b>TOTAL RESOURCES</b>	<b>5,554,502</b>	<b>5,599,628</b>	<b>6,059,671</b>	<b>6,312,170</b>	<b>4.2%</b>
<b>REQUIREMENTS</b>					
Tax Collection	776,648	790,990	817,960	867,609	6.1%
Cartography	632,395	675,733	703,960	718,607	2.1%
Valuation	3,066,205	3,043,727	3,455,908	3,714,025	7.5%
AS Administration	1,079,253	1,089,179	1,081,843	1,011,929	-6.5%
<b>TOTAL REQUIREMENTS</b>	<b>5,554,502</b>	<b>5,599,628</b>	<b>6,059,671</b>	<b>6,312,170</b>	<b>4.2%</b>

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
ASSESSOR'S OFFICE

**Tax Collection Program**

- Manages the printing and distribution of tax statements.
- Maintains records for all financial transactions affecting the tax roll.
- Collects property taxes.
- 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.
- Makes corrections to the tax roll, as directed by the Tax Collector.

**Program Summary**

Assessor's Office	Program: Tax Collection				
	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
General Fund Transfers	776,648	790,990	817,960	867,609	6.1%
<b>TOTAL RESOURCES</b>	<b>776,648</b>	<b>790,990</b>	<b>817,960</b>	<b>867,609</b>	<b>6.1%</b>
<b>REQUIREMENTS</b>					
Personnel Services	350,800	329,782	360,059	394,830	9.7%
Materials and Services	191,724	219,450	197,432	197,268	-0.1%
Administrative Charges	234,125	241,757	260,469	275,511	5.8%
<b>TOTAL REQUIREMENTS</b>	<b>776,648</b>	<b>790,990</b>	<b>817,960</b>	<b>867,609</b>	<b>6.1%</b>
<b>FTE</b>	4.00	4.00	4.00	4.00	0.0%

**FTE By Position Title By Program**

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

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 \$49,649 or 6.1%.

Personnel Services increased by \$34,771 or 9.7%. All tax collection personnel received an upward pay grade adjustment in FY17-18 to align salaries with market standards.

MARION COUNTY FY 2018-19 BUDGET  
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ASSESSOR'S OFFICE

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In Materials and Services, the only significant changes this year are a \$1,000 reduction in office supplies in the Supplies category and a \$1,000 reduction in advertising in Contracted Services. Increases include \$1,750 for public official bonds in the Insurance category, which was transferred to Tax Collection from the Administration Program this fiscal year. Additionally, there is a \$1,000 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 2018-19 BUDGET  
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**Cartography Program**

- Performs intake and processing of subdivision and partition plats and annexations.
- Maintains an inventory of all parcels in the county including boundaries, tax lot, account number, ownership, and size.
- Maintains maps reflecting taxing district boundaries, changes to existing districts, 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 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
General Fund Transfers	632,395	675,733	703,960	718,607	2.1%
<b>TOTAL RESOURCES</b>	<b>632,395</b>	<b>675,733</b>	<b>703,960</b>	<b>718,607</b>	<b>2.1%</b>
<b>REQUIREMENTS</b>					
Personnel Services	378,435	395,168	416,851	421,543	1.1%
Materials and Services	19,835	38,808	26,640	21,553	-19.1%
Administrative Charges	234,125	241,757	260,469	275,511	5.8%
<b>TOTAL REQUIREMENTS</b>	<b>632,395</b>	<b>675,733</b>	<b>703,960</b>	<b>718,607</b>	<b>2.1%</b>
<b>FTE</b>	5.00	5.00	5.00	5.00	0.0%

**FTE By Position Title By Program**

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

FTE Changes

Staffing for the Cartography program remains status quo 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 \$14,647 or 2.1%.

Personnel Services experienced a \$4,692 increase. The increase in wages and benefits was considerably smaller than in previous years due to the promotion of a Deed Clerk on Longevity 2 to another position in the Administration Program, and the subsequent hiring of a replacement at Step 1 of the classification.

Materials and Services decreased by \$5,087 or 19.1%. There is a \$2,000 reduction in office supplies in the Supplies category, a \$1,500 reduction in small office equipment in the Materials category, and a \$1,933 reduction in equipment rentals, reflecting an upcoming lease expiration, in the Rentals category. There are no increases of significance in any category.

MARION COUNTY FY 2018-19 BUDGET  
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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 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
General Fund Transfers	3,066,205	3,043,727	3,455,908	3,714,025	7.5%
<b>TOTAL RESOURCES</b>	<b>3,066,205</b>	<b>3,043,727</b>	<b>3,455,908</b>	<b>3,714,025</b>	<b>7.5%</b>
<b>REQUIREMENTS</b>					
Personnel Services	2,744,009	2,701,615	3,096,567	3,338,135	7.8%
Materials and Services	88,072	100,354	98,872	100,379	1.5%
Administrative Charges	234,125	241,757	260,469	275,511	5.8%
<b>TOTAL REQUIREMENTS</b>	<b>3,066,205</b>	<b>3,043,727</b>	<b>3,455,908</b>	<b>3,714,025</b>	<b>7.5%</b>
<b>FTE</b>	34.00	34.00	35.00	36.00	2.9%

**FTE By Position Title By Program**

<b>Program: Valuation</b>	
Position Title	FTE
Appraisal Section Supervisor	3.00
Assessment Clerk	3.00
Assessment Clerk Sr	2.00
Department Specialist 3	2.00
Department Specialist 3 (Data Collector)	1.00
Personal Property Appraisal Tech	4.00
Property Appraiser 2	15.00
Property Appraiser Sr	4.00
Sales Data Analyst 3	2.00
<b>Program Valuation FTE Total:</b>	<b>36.00</b>

MARION COUNTY FY 2018-19 BUDGET  
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FTE Changes

Staffing for the Valuation Program has increased by 1.00 FTE for FY 18-19. An Assessment Clerk was reassigned from the Administration Program to the commercial appraisal section to perform field and internal audits of personal property accounts and process personal property tax returns.

**Valuation Program Budget Justification**

RESOURCES

The Valuation Program is funded entirely by the General Fund.

REQUIREMENTS

The Valuation Program budget has increased by \$258,117 or 7.5%.

Personnel Services allocations have increased by \$241,568 or 7.8%. The reassignment of an Assessment Clerk from the Administration Program to Valuation is a substantial contributing factor for the increase, as well as an upward pay grade adjustment for many appraisal and appraisal management staff in FY 17-18.

Several adjustments have been made in Materials and Services for the Valuation Program this year, though the category as a whole indicates a marginal increase of \$1,507. Reductions were taken in office supplies and field supplies in the Supplies category, office equipment maintenance in the Repairs and Maintenance category, and training in the Miscellaneous category. Additional reductions were taken in subscription services in Contracted Services, due to the reallocation of funds to the more appropriate computer software maintenance line item in Repairs and Maintenance. The total appropriation of \$6,125 for this line item accounts for 35 newly acquired ArcGIS licenses and annual maintenance fees.

Equipment rental in the Rentals category has been increased to \$2,000 to fund leasing costs for a replacement multi-function copier in our commercial appraisal section. Dues and memberships in the Miscellaneous category has increased by \$2,365 due to: 1) an increase in dues by both the International Association of Assessing Officers (IAAO) and the Oregon State Association of County Assessors (OSACA), and 2) the maintenance of an MAI appraisal designation (Member Appraisal Institute) for an appraiser in our commercial appraisal section. This designation not only demonstrates interdisciplinary expertise in the field of property appraisal, but is of value in representing this department in high-profile tax appeal cases.



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**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 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
General Fund Transfers	1,079,253	1,089,179	1,081,843	1,011,929	-6.5%
<b>TOTAL RESOURCES</b>	<b>1,079,253</b>	<b>1,089,179</b>	<b>1,081,843</b>	<b>1,011,929</b>	<b>-6.5%</b>
<b>REQUIREMENTS</b>					
Personnel Services	778,950	788,716	760,785	672,114	-11.7%
Materials and Services	66,173	58,671	60,566	64,278	6.1%
Administrative Charges	234,131	241,792	260,492	275,537	5.8%
<b>TOTAL REQUIREMENTS</b>	<b>1,079,253</b>	<b>1,089,179</b>	<b>1,081,843</b>	<b>1,011,929</b>	<b>-6.5%</b>
<b>FTE</b>	8.00	8.00	7.00	6.00	-14.3%

**FTE By Position Title By Program**

<b>Program: AS Administration</b>	
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
<b>Program AS Administration FTE Total:</b>	<b>6.00</b>

FTE Changes

The Administration Program has 6.00 FTE positions budgeted for FY18-19, which is a reduction of 1.00 FTE from FY 17-18. An Assessment Clerk position has been reassigned to the commercial appraisal section in the Valuation Program.

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**AS Administration Program Budget Justification**

RESOURCES

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

REQUIREMENTS

The Administration Program requirements decreased by 6.5%, or \$69,914.

Personnel Services costs show an overall decrease of 11.7% or \$88,671, primarily due to the elimination of 1.00 FTE during FY 17-18.

Materials and Services requests increased by \$3,712 overall with nominal inflationary increases, as well as reductions, in several categories. There is a significant increase in mail services under the Contracted Services category, which is attributed to a recent 2% increase in postage as well as a substantial increase in the number of sales verification letters mailed to property owners that include postage-paid return envelopes.

Public official bonds under the Insurance category was reduced by \$1,750. The annual fee for the surety bond was more appropriately budgeted to the Tax Collection Program.

MARION COUNTY FY 2018-19 BUDGET  
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ASSESSOR'S OFFICE

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**KEY DEPARTMENT ACCOMPLISHMENTS**

- Revenue Generation - \$394 million in taxes were levied for fiscal year 2017-18 to support the operation of the 418 taxing districts within the geographical boundaries of Marion County. This includes \$71.8 million to support the many services provided by Marion County itself.
- Property Records Website - In conjunction with Marion County Information Technology (IT), we completed a new website providing detailed assessment and taxation information on individual properties to the general public, businesses, and public agencies. 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 by an estimated 90%.
- Cartographic Projects - Our Cartographers have completed the county boundary match project with adjacent counties. Also completed is the ORMAP grant-funded St. Paul project. The remapping of St. Paul, Jefferson, and Santiam North Fork areas are currently in production. Marion County reached agreement with the City of Salem to collect GPS control points inside the city's Urban Growth Boundary. The control points will provide verification for a remapping of Salem, the primary locus of property parcels in the county.
- Reappraisal Cycle - This year, the residential appraisal section achieved the objective of a maximum seven year appraisal cycle for all residential accounts (residences within the urban growth boundaries), which comprise 65% of the 130,000 accounts maintained by the Marion County Assessor's Office. When combined with the commercial appraisal section, this means that 78% of all accounts have been brought within a seven year cycle, or better. 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.
- 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, both real and personal property, from field work to tax supplements.
  - Personal property returns are now bar-coded, scanned, and digitally stored for significant time savings, as well as space and cost savings by the elimination of filing cabinets.
  - Deed books, 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.

MARION COUNTY FY 2018-19 BUDGET  
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**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% growth per Measure 50, and fewer will experience Measure 5 "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, and 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.

<b>FY 14-15 Actual</b>	<b>FY 15-16 Actual</b>	<b>FY 16-17 Actual</b>	<b>FY 17-18 Estimate</b>	<b>FY 18-19 Estimate</b>
129,830	129,984	130,277	130,652	131,083

**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.

<b>FY 14-15 Actual</b>	<b>FY 15-16 Actual</b>	<b>FY 16-17 Actual</b>	<b>FY 17-18 Estimate</b>	<b>FY 18-19 Estimate</b>
2,944	3,178	2,660	3,285	3,238

MARION COUNTY FY 2018-19 BUDGET  
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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 14-15 Actual	FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Estimate	FY 18-19 Estimate
34,877,589,110 5.36%	36,716,577,379 5.27%	39,002,299,869 6.23%	42,213,950,459 8.23%	45,591,066,496 8.00%

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 14-15 Actual	FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Estimate	FY 18-19 Estimate
376,199,182	546,493,688	495,266,155	517,433,852	341,593,495

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 14-15 Actual	FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Estimate	FY 18-19 Estimate
20,744,634,065 2.60%	22,490,480,722 4.08%	23,371,520,094 3.92%	24,219,912,095 3.63%	25,260,938,239 4.29%

**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 industrial and warehousing projects.

Through 2017, Marion County continued to experience rapidly rising home prices, with the largest residential value increases attributed to the more affluent neighborhoods of the north county region. On average, north Marion County home values including Silverton, Woodburn, and surrounding areas increased approximately 20%, an increase heavily influenced by the Portland metro market. Desirable residential neighborhoods in Salem sustained a 20% to 40% increase in value for 2017. New construction sales increased about 9%, with 247 new units being sold. Approximately 12 new subdivisions have been developed and will be added to the tax rolls for 2018, which is the most we have seen in recent years. Overall, the Marion County residential market increased approximately 15% for 2017, and we anticipate steady growth to continue through 2018.

MARION COUNTY FY 2018-19 BUDGET  
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**Resources by Fund Detail**

<b>100 - General Fund</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>General Fund Transfers</b>				
381100 Transfer from General Fund	5,554,502	5,599,628	6,059,671	6,312,170
<b>General Fund Transfers Total</b>	<b>5,554,502</b>	<b>5,599,628</b>	<b>6,059,671</b>	<b>6,312,170</b>
<b>General Fund Total</b>	<b>5,554,502</b>	<b>5,599,628</b>	<b>6,059,671</b>	<b>6,312,170</b>
Assessor's Office Grand Total	5,554,502	5,599,628	6,059,671	6,312,170

MARION COUNTY FY 2018-19 BUDGET  
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**Requirements by Fund Detail**

<b>100 - General Fund</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Personnel Services</b>				
<b>Salaries and Wages</b>				
511020 Salaries and Wages Budget Only	0	0	4,900	0
511110 Regular Wages	2,234,580	2,222,302	2,811,462	2,914,005
511120 Temporary Wages	3,135	0	0	0
511130 Vacation Pay	154,950	159,887	0	0
511140 Sick Pay	90,664	90,399	0	0
511150 Holiday Pay	110,481	113,139	0	0
511160 Comp Time Pay	1,739	45	0	0
511210 Compensation Credits	70,369	67,021	59,158	53,795
511240 Leave Payoff	19,230	25,587	0	0
511290 Health Insurance Waiver Pay	6,402	8,135	9,600	9,600
511410 Straight Pay	0	53	0	0
511420 Premium Pay	2,626	821	0	0
<b>Salaries and Wages Total</b>	<b>2,694,175</b>	<b>2,687,388</b>	<b>2,885,120</b>	<b>2,977,400</b>
<b>Fringe Benefits</b>				
512010 Fringe Benefits Budget Only	0	0	1,994	0
512110 PERS	409,360	397,103	555,880	574,642
512120 401K	18,229	17,924	18,853	20,097
512130 PERS Debt Service	146,728	141,193	144,014	178,646
512200 FICA	201,693	199,959	217,977	225,224
512310 Medical Insurance	674,482	669,046	706,996	736,404
512320 Dental Insurance	67,529	66,310	70,500	73,320
512330 Group Term Life Insurance	4,740	4,783	5,342	5,517
512340 Long Term Disability Insurance	12,109	9,907	11,982	12,363
512400 Unemployment Insurance	10,750	9,899	10,657	11,018
512520 Workers Comp Insurance	1,456	1,299	1,530	1,530
512600 Wellness Program	1,953	1,919	2,040	2,040
512610 Employee Assistance Program	1,403	1,401	1,377	1,377
512700 County HSA Contributions	7,586	7,150	0	7,044
<b>Fringe Benefits Total</b>	<b>1,558,018</b>	<b>1,527,893</b>	<b>1,749,142</b>	<b>1,849,222</b>
<b>Personnel Services Total</b>	<b>4,252,193</b>	<b>4,215,281</b>	<b>4,634,262</b>	<b>4,826,622</b>
<b>Materials and Services</b>				
<b>Supplies</b>				
521010 Office Supplies	12,355	10,097	18,100	13,500
521030 Field Supplies	970	1,033	2,000	500
521070 Departmental Supplies	674	820	550	900
521170 Educational Supplies	1,182	0	500	0
521190 Publications	1,550	1,383	900	1,346
<b>Supplies Total</b>	<b>16,731</b>	<b>13,333</b>	<b>22,050</b>	<b>16,246</b>
<b>Materials</b>				
522150 Small Office Equipment	14,246	9,598	11,000	9,100
522170 Computers Non Capital	6,845	9,408	7,000	7,000

MARION COUNTY FY 2018-19 BUDGET  
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ASSESSOR'S OFFICE

<b>100 - General Fund</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Materials and Services</b>				
522180 Software	50	975	0	335
<b>Materials Total</b>	21,141	19,981	18,000	16,435
<b>Communications</b>				
523010 Telephone Equipment	467	709	600	600
523020 Phone and Communication Svcs	315	328	200	200
523040 Data Connections	55	1,799	0	0
523050 Postage	1,269	1,336	1,350	1,350
523090 Long Distance Charges	296	314	325	330
<b>Communications Total</b>	2,403	4,486	2,475	2,480
<b>Utilities</b>				
524010 Electricity	24,723	25,717	26,683	29,060
524020 Street Light Electricity	0	18	18	18
524040 Natural Gas	249	336	238	247
524050 Water	429	487	488	429
524070 Sewer	718	1,071	1,071	953
524090 Garbage Disposal and Recycling	1,605	1,658	1,571	1,605
<b>Utilities Total</b>	27,724	29,287	30,069	32,312
<b>Contracted Services</b>				
525156 Bank Services	12	77	0	0
525175 Temporary Staffing	4,721	9,915	8,500	9,500
525360 Public Works Services	0	19,719	0	0
525430 Programming and Data Services	7,931	0	0	0
525450 Subscription Services	8,572	9,427	12,490	8,590
525510 Legal Services	2,607	1,521	520	660
525710 Printing Services	34,386	36,145	41,000	40,500
525715 Advertising	4,127	4,580	6,000	5,000
525735 Mail Services	76,072	77,235	78,500	83,000
525740 Document Disposal Services	352	344	300	500
525770 Interpreters and Translators	70	0	0	0
525999 Other Contracted Services	10,175	22,975	10,000	9,500
<b>Contracted Services Total</b>	149,024	181,938	157,310	157,250
<b>Repairs and Maintenance</b>				
526010 Office Equipment Maintenance	0	0	1,800	600
526021 Computer Software Maintenance	0	4,790	3,500	9,625
526030 Building Maintenance	3,906	997	0	0
<b>Repairs and Maintenance Total</b>	3,906	5,787	5,300	10,225
<b>Rentals</b>				
527130 Parking	58	0	70	70
527140 County Parking	13,200	13,200	13,200	13,200
527240 Condo Assn Assessments	30,530	29,527	32,354	30,291
527300 Equipment Rental	6,780	5,395	5,447	5,514
<b>Rentals Total</b>	50,568	48,122	51,071	49,075



MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
ASSESSOR'S OFFICE

<b>100 - General Fund</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Materials and Services</b>				
<b>Insurance</b>				
528210 Public Official Bonds	1,750	1,750	1,750	1,750
<b>Insurance Total</b>	<b>1,750</b>	<b>1,750</b>	<b>1,750</b>	<b>1,750</b>
<b>Miscellaneous</b>				
529110 Mileage Reimbursement	23,649	19,339	18,850	20,100
529130 Meals	729	166	1,250	800
529140 Lodging	4,432	2,249	4,250	5,120
529210 Meetings	316	390	700	600
529220 Conferences	2,550	1,490	3,140	4,225
529230 Training	2,993	4,669	14,350	11,850
529300 Dues and Memberships	1,903	1,318	1,855	4,220
529650 Pre Employment Costs	97	139	190	190
529880 Recording Charges	54,986	82,226	50,000	50,000
529910 Awards and Recognition	902	614	900	600
<b>Miscellaneous Total</b>	<b>92,557</b>	<b>112,600</b>	<b>95,485</b>	<b>97,705</b>
<b>Materials and Services Total</b>	<b>365,804</b>	<b>417,283</b>	<b>383,510</b>	<b>383,478</b>
<b>Administrative Charges</b>				
611100 County Admin Allocation	51,355	59,481	65,318	66,993
611210 Facilities Mgt Allocation	63,154	63,063	70,858	69,587
611220 Custodial Allocation	45,602	47,914	51,850	54,014
611230 Courier Allocation	3,071	3,058	3,512	2,310
611250 Risk Management Allocation	8,151	6,837	7,259	7,844
611255 Benefits Allocation	15,248	14,229	15,554	15,627
611260 Human Resources Allocation	52,459	54,354	63,374	63,113
611300 Legal Services Allocation	112,438	112,850	125,675	113,900
611400 Information Tech Allocation	126,329	132,106	141,960	150,742
611410 FIMS Allocation	56,940	69,010	67,826	59,579
611420 Telecommunications Allocation	13,016	13,823	10,436	12,469
611430 Info Tech Direct Charges	297,208	297,056	320,528	372,895
611600 Finance Allocation	49,625	44,853	54,635	55,601
611800 MCBEE Allocation	1,132	3,943	2,484	3,717
612100 IT Equipment Use Charges	10,777	10,987	12,130	22,179
614100 Liability Insurance Allocation	15,600	19,200	16,700	19,000
614200 WC Insurance Allocation	14,400	14,300	11,800	12,500
<b>Administrative Charges Total</b>	<b>936,505</b>	<b>967,064</b>	<b>1,041,899</b>	<b>1,102,070</b>
<b>General Fund Total</b>	<b>5,554,502</b>	<b>5,599,628</b>	<b>6,059,671</b>	<b>6,312,170</b>
<b>Assessor's Office Grand Total</b>	<b>5,554,502</b>	<b>5,599,628</b>	<b>6,059,671</b>	<b>6,312,170</b>

MARION COUNTY FY 2018-19 BUDGET  
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CLERK'S OFFICE

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## 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).

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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 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Charges for Services	135,102	150,938	150,000	150,000	0.0%
Interest	140	411	200	765	282.5%
General Fund Transfers	2,083,294	2,431,514	2,653,117	2,909,751	9.7%
Net Working Capital	7,302	32,630	69,648	94,541	35.7%
<b>TOTAL RESOURCES</b>	<b>2,225,838</b>	<b>2,615,493</b>	<b>2,872,965</b>	<b>3,155,057</b>	<b>9.8%</b>
<b>REQUIREMENTS</b>					
Personnel Services					
Salaries and Wages	707,554	833,433	834,856	837,300	0.3%
Fringe Benefits	359,897	427,795	469,360	525,089	11.9%
<b>Total Personnel Services</b>	<b>1,067,452</b>	<b>1,261,228</b>	<b>1,304,216</b>	<b>1,362,389</b>	<b>4.5%</b>
Materials and Services					
Supplies	36,957	51,151	62,598	62,598	0.0%
Materials	1,444	2,159	10,450	10,450	0.0%
Communications	77,403	105,964	96,650	97,150	0.5%
Utilities	31,194	39,778	42,140	36,186	-14.1%
Contracted Services	318,089	395,684	530,450	530,450	0.0%
Repairs and Maintenance	55,489	53,073	85,750	85,750	0.0%
Rentals	172,247	179,036	181,935	304,254	67.2%
Miscellaneous	24,560	26,226	18,650	18,650	0.0%
<b>Total Materials and Services</b>	<b>717,381</b>	<b>853,072</b>	<b>1,028,623</b>	<b>1,145,488</b>	<b>11.4%</b>
Administrative Charges	408,375	431,546	505,448	595,817	17.9%
Contingency	0	0	34,678	24,530	-29.3%
Ending Fund Balance	0	0	0	26,833	n.a.
<b>TOTAL REQUIREMENTS</b>	<b>2,193,208</b>	<b>2,545,846</b>	<b>2,872,965</b>	<b>3,155,057</b>	<b>9.8%</b>
<b>FTE</b>	13.50	13.50	14.50	14.50	0.0%

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Fund Name	<b>FUNDS</b>				% of Total
	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	
<b>RESOURCES</b>					
FND 100 General Fund	2,083,294	2,431,514	2,653,117	2,909,751	92.2%
FND 120 County Clerk Records	142,545	183,979	219,848	245,306	7.8%
<b>TOTAL RESOURCES</b>	<b>2,225,838</b>	<b>2,615,493</b>	<b>2,872,965</b>	<b>3,155,057</b>	<b>100.0%</b>
<b>REQUIREMENTS</b>					
FND 100 General Fund	2,083,294	2,431,514	2,653,117	2,909,751	92.2%
FND 120 County Clerk Records	109,914	114,331	219,848	245,306	7.8%
<b>TOTAL REQUIREMENTS</b>	<b>2,193,208</b>	<b>2,545,846</b>	<b>2,872,965</b>	<b>3,155,057</b>	<b>100.0%</b>

	<b>PROGRAMS</b>				+/- %
	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	
<b>RESOURCES</b>					
Licensing and Recording	863,445	979,049	1,166,503	1,400,235	20.0%
Elections	1,107,297	1,342,163	1,390,690	1,404,679	1.0%
Board of Property Tax Appeals	50,756	64,373	69,515	82,443	18.6%
CL Administration	204,340	229,909	246,257	267,700	8.7%
<b>TOTAL RESOURCES</b>	<b>2,225,838</b>	<b>2,615,493</b>	<b>2,872,965</b>	<b>3,155,057</b>	<b>9.8%</b>
<b>REQUIREMENTS</b>					
Licensing and Recording	830,815	909,402	1,166,503	1,400,235	20.0%
Elections	1,107,297	1,342,163	1,390,690	1,404,679	1.0%
Board of Property Tax Appeals	50,756	64,373	69,515	82,443	18.6%
CL Administration	204,340	229,909	246,257	267,700	8.7%
<b>TOTAL REQUIREMENTS</b>	<b>2,193,208</b>	<b>2,545,846</b>	<b>2,872,965</b>	<b>3,155,057</b>	<b>9.8%</b>

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**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 65,000 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 eight million documents representing over 22 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 5,000 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 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Charges for Services	135,102	150,938	150,000	150,000	0.0%
Interest	140	411	200	765	282.5%
General Fund Transfers	720,901	795,070	946,655	1,154,929	22.0%
Net Working Capital	7,302	32,630	69,648	94,541	35.7%
<b>TOTAL RESOURCES</b>	<b>863,445</b>	<b>979,049</b>	<b>1,166,503</b>	<b>1,400,235</b>	<b>20.0%</b>
<b>REQUIREMENTS</b>					
Personnel Services	366,185	399,154	494,856	560,116	13.2%
Materials and Services	312,592	352,734	447,510	563,609	25.9%
Administrative Charges	152,038	157,514	189,459	225,147	18.8%
Contingency	0	0	34,678	24,530	-29.3%
Ending Fund Balance	0	0	0	26,833	n.a.
<b>TOTAL REQUIREMENTS</b>	<b>830,815</b>	<b>909,402</b>	<b>1,166,503</b>	<b>1,400,235</b>	<b>20.0%</b>
<b>FTE</b>	6.38	6.50	7.50	7.50	0.0%

**FTE By Position Title By Program**

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

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FTE Changes

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

**Licensing and Recording Program Budget Justification**

RESOURCES

Resources increased significantly to meet increased requirements. 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 significant increase in the Licensing and Recording General Fund budget under Building Rental Private of 103%. Prior to the expiration of the lease, March 31, 2018, a study was completed by the Facilities Manager that encompassed 17 properties in the Salem downtown area for which an average was determined to be \$11.23/USD/SF/YR. A 10% discount was granted from the landlord through the end of the lease, March 31, 2021. The annual lease total after the discount is \$233,471, \$19,955/month which includes a \$500/month flat rate for utilities.

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**Elections Program**

- Maintains a voter registration file for approximately 195,000 registered voters, 19,600 inactive registered voters, 15,000 canceled 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 mass transit district, 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, 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 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
General Fund Transfers	1,107,297	1,342,163	1,390,690	1,404,679	1.0%
<b>TOTAL RESOURCES</b>	<b>1,107,297</b>	<b>1,342,163</b>	<b>1,390,690</b>	<b>1,404,679</b>	<b>1.0%</b>
<b>REQUIREMENTS</b>					
Personnel Services	514,345	639,742	576,381	545,466	-5.4%
Materials and Services	383,379	478,466	556,070	556,286	0.0%
Administrative Charges	209,573	223,954	258,239	302,927	17.3%
<b>TOTAL REQUIREMENTS</b>	<b>1,107,297</b>	<b>1,342,163</b>	<b>1,390,690</b>	<b>1,404,679</b>	<b>1.0%</b>
<b>FTE</b>	5.13	5.00	5.00	5.00	0.0%

**FTE By Position Title By Program**

<b>Program: Elections</b>	
Position Title	FTE
Elections and Recording Manager	0.50

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<b>Program: Elections</b>	
<b>Position Title</b>	<b>FTE</b>
Elections Clerk	2.50
Elections Technician	1.00
Support Specialist (Non-IT)	1.00
<b>Program Elections FTE Total:</b>	<b>5.00</b>

- No change in FTE. 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 FTE.

**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. The largest requirement increase was in Administrative Charges.

**REQUIREMENTS**

The new 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. In addition to this with the passage of HB-2948 of 2017, 16 year olds can now register to vote.



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**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 and selects board appointments 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 Board in processing and hearing real and personal property petitioners appealing the assessed and real market values of their property.

**Program Summary**

Clerk's Office	Program: Board of Property Tax Appeals				
	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
General Fund Transfers	50,756	64,373	69,515	82,443	18.6%
<b>TOTAL RESOURCES</b>	<b>50,756</b>	<b>64,373</b>	<b>69,515</b>	<b>82,443</b>	<b>18.6%</b>
<b>REQUIREMENTS</b>					
Personnel Services	29,638	41,651	40,479	50,209	24.0%
Materials and Services	6,218	6,764	10,634	10,649	0.1%
Administrative Charges	14,900	15,957	18,402	21,585	17.3%
<b>TOTAL REQUIREMENTS</b>	<b>50,756</b>	<b>64,372</b>	<b>69,515</b>	<b>82,443</b>	<b>18.6%</b>
<b>FTE</b>	0.50	0.50	0.50	0.50	0.0%

**FTE By Position Title By Program**

<b>Program: Board of Property Tax Appeals</b>	
Position Title	FTE
Department Specialist 4	0.50
<b>Program Board of Property Tax Appeals FTE Total:</b>	<b>0.50</b>

FTE Changes

FTE remains the same at 0.50 FTE.

**Board of Property Tax Appeals Program Budget Justification**

**RESOURCES**

Increase in Resources to meet increase in 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**

Personnel services increase is largely attributed to fringe benefit increases, mainly PERS and health insurance.

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**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 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
General Fund Transfers	204,340	229,909	246,257	267,700	8.7%
<b>TOTAL RESOURCES</b>	<b>204,340</b>	<b>229,909</b>	<b>246,257</b>	<b>267,700</b>	<b>8.7%</b>
<b>REQUIREMENTS</b>					
Personnel Services	157,285	180,681	192,500	206,598	7.3%
Materials and Services	15,192	15,107	14,409	14,944	3.7%
Administrative Charges	31,864	34,120	39,348	46,158	17.3%
<b>TOTAL REQUIREMENTS</b>	<b>204,340</b>	<b>229,909</b>	<b>246,257</b>	<b>267,700</b>	<b>8.7%</b>
<b>FTE</b>	1.50	1.50	1.50	1.50	0.0%

**FTE By Position Title By Program**

<b>Program: CL Administration</b>	
Position Title	FTE
County Clerk	1.00
Department Specialist 4	0.50
<b>Program CL Administration FTE Total:</b>	<b>1.50</b>

FTE Changes

FTE remains the same at 1.5 FTE.

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**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.

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**KEY DEPARTMENT ACCOMPLISHMENTS**

- The office administered four elections in 2017-18: A special September election, a special November election, a January statewide election and the May primary 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 2017-18, Licensing and Recording recorded 42,787 documents, 1,566 marriage licenses, and processed 3,361 passport applications.
- In 2017-18, Board of Property Tax Appeals received 83 petitions; 20 residential, 0 multi-family, 12 commercial, 11 farm, specialty assessed, soil class and rural, 0 manufactured structures, 3 personal property, 30 stipulations, 1 late filing and 6 withdrawn.
- From January 2017 through December 2017, 3,494 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, 2018
- 1,585 boxes were accessioned (added and catalogued) into Archives.
- Electronic submission of land record documents for recording began in March 2016. E-Recording accounts for approximately 55% of total recorded documents and 83% of recording revenue.

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**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**

<b>FY 14-15 Actual</b>	<b>FY 15-16 Actual</b>	<b>FY 16-17 Actual</b>	<b>FY 17-18 Estimate</b>	<b>FY 18-19 Estimate</b>
\$1,147,242	\$1,391,425	\$1,633,214	\$1,584,000	\$1,664,000

**Explanation of Trends and Changes**

We are predicting an increase in recording revenue to \$1,664,000 for FY 18-19.

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**# 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**

<b>FY 14-15 Actual</b>	<b>FY 15-16 Actual</b>	<b>FY 16-17 Actual</b>	<b>FY 17-18 Estimate</b>	<b>FY 18-19 Estimate</b>
\$2.22	\$1.68	\$2.12	\$2.00	\$2.25

**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 just above 183,000 in December of 2016. As of the beginning of March, 2018, the count is about 194,000. Voter registration will grow at least 10,000 per year over the next four 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.

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**# 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**

<b>FY 14-15 Actual</b>	<b>FY 15-16 Actual</b>	<b>FY 16-17 Actual</b>	<b>FY 17-18 Estimate</b>	<b>FY 18-19 Estimate</b>
299 Appeals	151 Appeals	111 Appeals	83 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.

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**# 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.

**Data Units Fiscal Year**

<b>FY 14-15 Actual</b>	<b>FY 15-16 Actual</b>	<b>FY 16-17 Actual</b>	<b>FY 17-18 Estimate</b>	<b>FY 18-19 Estimate</b>
2,504 Marriage Licenses	2,567 Marriage Licenses	2,593 Marriage Licenses	2,600 Marriage Licenses	2,600 Marriage Licenses
1,039 Passport Applications	1,118 Passport Applications	5,673 Passport Applications	5,000 Passport Applications	5,000 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.



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**Resources by Fund Detail**

<b>100 - General Fund</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>General Fund Transfers</b>				
381100 Transfer from General Fund	2,083,294	2,431,514	2,653,117	2,909,751
<b>General Fund Transfers Total</b>	<b>2,083,294</b>	<b>2,431,514</b>	<b>2,653,117</b>	<b>2,909,751</b>
<b>General Fund Total</b>	<b>2,083,294</b>	<b>2,431,514</b>	<b>2,653,117</b>	<b>2,909,751</b>
<b>120 - County Clerk Records</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Charges for Services</b>				
341820 County Clerk Records Fees	135,102	150,938	150,000	150,000
<b>Charges for Services Total</b>	<b>135,102</b>	<b>150,938</b>	<b>150,000</b>	<b>150,000</b>
<b>Interest</b>				
361000 Investment Earnings	140	411	200	765
<b>Interest Total</b>	<b>140</b>	<b>411</b>	<b>200</b>	<b>765</b>
<b>Net Working Capital</b>				
392000 Net Working Capital Unrestr	7,302	32,630	69,648	94,541
<b>Net Working Capital Total</b>	<b>7,302</b>	<b>32,630</b>	<b>69,648</b>	<b>94,541</b>
<b>County Clerk Records Total</b>	<b>142,545</b>	<b>183,979</b>	<b>219,848</b>	<b>245,306</b>
<b>Clerk's Office Grand Total</b>	<b>2,225,838</b>	<b>2,615,493</b>	<b>2,872,965</b>	<b>3,155,057</b>

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**Requirements by Fund Detail**

<b>100 - General Fund</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Personnel Services</b>				
<b>Salaries and Wages</b>				
511020 Salaries and Wages Budget Only	0	0	(2,507)	0
511110 Regular Wages	466,710	511,346	624,868	635,451
511120 Temporary Wages	72,175	77,170	81,723	82,972
511130 Vacation Pay	19,083	30,404	0	0
511140 Sick Pay	18,360	32,200	0	0
511150 Holiday Pay	22,843	28,216	0	0
511210 Compensation Credits	12,225	9,881	10,005	9,796
511240 Leave Payoff	858	9,091	0	0
511260 Election Workers	40,586	73,527	70,000	60,000
511280 Cell Phone Pay	1,208	1,204	1,200	1,200
511290 Health Insurance Waiver Pay	2,415	1,914	2,400	0
511420 Premium Pay	6,604	12,264	0	0
511450 Premium Pay Temps	454	1,198	0	0
<b>Salaries and Wages Total</b>	<b>663,520</b>	<b>788,414</b>	<b>787,689</b>	<b>789,419</b>
<b>Fringe Benefits</b>				
512010 Fringe Benefits Budget Only	0	0	(1,377)	0
512110 PERS	90,344	105,326	122,994	124,532
512120 401K	8,849	8,872	8,883	9,370
512130 PERS Debt Service	25,585	29,032	31,863	38,716
512200 FICA	46,685	54,956	54,232	55,183
512310 Medical Insurance	138,026	174,915	194,990	232,824
512320 Dental Insurance	13,793	17,101	18,000	23,140
512330 Group Term Life Insurance	932	1,039	1,190	1,204
512340 Long Term Disability Insurance	2,388	2,170	2,667	2,701
512400 Unemployment Insurance	2,648	2,908	2,359	2,389
512520 Workers Comp Insurance	457	520	452	482
512600 Wellness Program	414	491	560	600
512610 Employee Assistance Program	297	359	381	408
<b>Fringe Benefits Total</b>	<b>330,420</b>	<b>397,689</b>	<b>437,194</b>	<b>491,549</b>
<b>Personnel Services Total</b>	<b>993,940</b>	<b>1,186,103</b>	<b>1,224,883</b>	<b>1,280,968</b>
<b>Materials and Services</b>				
<b>Supplies</b>				
521010 Office Supplies	9,876	9,627	10,300	10,300
521050 Janitorial Supplies	9	192	100	100
521070 Departmental Supplies	5,676	13,979	16,850	16,850
521110 First Aid Supplies	0	6	0	0
521190 Publications	869	81	248	248
521210 Gasoline	407	377	100	100
521220 Diesel	24	0	0	0
<b>Supplies Total</b>	<b>16,861</b>	<b>24,262</b>	<b>27,598</b>	<b>27,598</b>
<b>Materials</b>				
522150 Small Office Equipment	795	130	4,400	4,400

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
CLERK'S OFFICE

<b>100 - General Fund</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Materials and Services</b>				
522160 Small Departmental Equipment	111	1,987	3,400	3,400
522170 Computers Non Capital	538	42	1,000	1,000
522180 Software	0	0	1,650	1,650
<b>Materials Total</b>	<b>1,444</b>	<b>2,159</b>	<b>10,450</b>	<b>10,450</b>
<b>Communications</b>				
523010 Telephone Equipment	228	0	0	0
523020 Phone and Communication Svcs	0	0	450	450
523040 Data Connections	1,959	2,158	1,200	1,700
523050 Postage	75,043	103,622	95,000	95,000
523090 Long Distance Charges	172	183	0	0
<b>Communications Total</b>	<b>77,403</b>	<b>105,964</b>	<b>96,650</b>	<b>97,150</b>
<b>Utilities</b>				
524010 Electricity	27,836	31,541	33,237	32,348
524020 Street Light Electricity	2	20	20	21
524040 Natural Gas	385	4,429	5,305	334
524050 Water	511	648	620	589
524070 Sewer	805	1,173	1,173	1,053
524090 Garbage Disposal and Recycling	1,654	1,797	1,785	1,841
<b>Utilities Total</b>	<b>31,194</b>	<b>39,610</b>	<b>42,140</b>	<b>36,186</b>
<b>Contracted Services</b>				
525430 Programming and Data Services	129,881	140,617	170,500	170,500
525450 Subscription Services	0	219	0	0
525555 Security Services	11,406	15,544	16,500	16,500
525710 Printing Services	135,249	192,402	240,250	240,250
525715 Advertising	3,082	5,413	5,500	5,500
525735 Mail Services	29,369	35,711	36,850	36,850
525740 Document Disposal Services	571	277	3,050	3,050
525770 Interpreters and Translators	0	0	100	100
525930 Fair Events and Activities	97	0	0	0
525999 Other Contracted Services	8,433	5,501	8,700	8,700
<b>Contracted Services Total</b>	<b>318,089</b>	<b>395,684</b>	<b>481,450</b>	<b>481,450</b>
<b>Repairs and Maintenance</b>				
526010 Office Equipment Maintenance	23	130	0	0
526011 Dept Equipment Maintenance	2,828	4,348	4,650	17,450
526021 Computer Software Maintenance	51,990	44,334	81,000	68,200
526030 Building Maintenance	648	4,261	100	100
<b>Repairs and Maintenance Total</b>	<b>55,489</b>	<b>53,073</b>	<b>85,750</b>	<b>85,750</b>
<b>Rentals</b>				
527100 Vehicle Rental	4,129	8,733	6,750	6,750
527110 Fleet Leases	4,548	4,344	4,644	4,644
527120 Motor Pool Mileage	560	929	250	250
527130 Parking	12,421	6,609	8,000	8,000
527140 County Parking	3,300	3,380	3,300	3,300

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
CLERK'S OFFICE

<b>100 - General Fund</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Materials and Services</b>				
527210 Building Rental Private	107,195	114,718	115,000	239,460
527240 Condo Assn Assessments	31,697	30,655	33,590	31,449
527300 Equipment Rental	8,397	9,670	10,401	10,401
Rentals Total	172,247	179,036	181,935	304,254
<b>Miscellaneous</b>				
529110 Mileage Reimbursement	991	1,291	2,150	2,150
529120 Commercial Travel	3,548	4,102	3,250	3,250
529130 Meals	986	1,774	1,350	1,350
529140 Lodging	7,619	10,128	4,575	4,575
529210 Meetings	341	945	900	900
529220 Conferences	5,843	3,352	2,200	2,200
529230 Training	2,041	1,117	1,400	1,400
529300 Dues and Memberships	2,145	1,680	2,250	2,250
529650 Pre Employment Costs	820	804	0	0
529910 Awards and Recognition	226	0	575	575
529999 Miscellaneous Expense	0	1,034	0	0
Miscellaneous Total	24,560	26,226	18,650	18,650
<b>Materials and Services Total</b>	<b>697,285</b>	<b>826,013</b>	<b>944,623</b>	<b>1,061,488</b>
<b>Administrative Charges</b>				
611100 County Admin Allocation	19,799	23,573	24,640	25,012
611210 Facilities Mgt Allocation	71,363	71,259	80,067	78,631
611220 Custodial Allocation	50,387	52,941	57,291	59,690
611230 Courier Allocation	1,068	1,119	1,175	766
611250 Risk Management Allocation	2,310	2,021	2,165	2,290
611255 Benefits Allocation	5,304	5,212	5,203	5,181
611260 Human Resources Allocation	18,248	19,909	21,200	20,927
611300 Legal Services Allocation	18,377	25,008	32,789	28,662
611400 Information Tech Allocation	99,099	106,940	120,137	130,035
611410 FIMS Allocation	25,174	30,250	29,728	25,760
611420 Telecommunications Allocation	6,086	6,159	6,377	7,754
611430 Info Tech Direct Charges	26,891	20,588	51,349	114,425
611600 Finance Allocation	29,598	32,002	30,448	36,673
611800 MCBEE Allocation	500	1,729	1,088	1,607
612100 IT Equipment Use Charges	9,365	10,788	11,454	20,682
614100 Liability Insurance Allocation	4,800	6,200	5,100	5,700
614200 WC Insurance Allocation	3,700	3,700	3,400	3,500
Administrative Charges Total	<b>392,069</b>	<b>419,398</b>	<b>483,611</b>	<b>567,295</b>
<b>General Fund Total</b>	<b>2,083,294</b>	<b>2,431,514</b>	<b>2,653,117</b>	<b>2,909,751</b>
<b>120 - County Clerk Records</b>				
	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Personnel Services</b>				
<b>Salaries and Wages</b>				
511110 Regular Wages	38,185	38,536	45,420	46,108
511130 Vacation Pay	944	3,132	0	0

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
CLERK'S OFFICE

<b>120 - County Clerk Records</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Personnel Services</b>				
511140 Sick Pay	1,436	417	0	0
511150 Holiday Pay	1,743	2,070	0	0
511210 Compensation Credits	1,663	865	1,747	1,773
511420 Premium Pay	64	0	0	0
Salaries and Wages Total	44,034	45,020	47,167	47,881
<b>Fringe Benefits</b>				
512110 PERS	5,178	5,480	9,103	9,241
512130 PERS Debt Service	4,105	4,094	2,358	2,873
512200 FICA	3,276	3,418	3,557	3,613
512310 Medical Insurance	14,776	15,038	15,096	15,696
512320 Dental Insurance	1,578	1,554	1,500	1,560
512330 Group Term Life Insurance	82	83	86	87
512340 Long Term Disability Insurance	207	172	194	196
512400 Unemployment Insurance	176	170	175	177
512520 Workers Comp Insurance	30	27	30	30
512600 Wellness Program	40	40	40	40
512610 Employee Assistance Program	29	29	27	27
Fringe Benefits Total	29,478	30,105	32,166	33,540
Personnel Services Total	<b>73,512</b>	<b>75,125</b>	<b>79,333</b>	<b>81,421</b>
<b>Materials and Services</b>				
<b>Supplies</b>				
521070 Departmental Supplies	20,096	26,890	35,000	35,000
Supplies Total	20,096	26,890	35,000	35,000
<b>Utilities</b>				
524010 Electricity	0	169	0	0
Utilities Total	0	169	0	0
<b>Contracted Services</b>				
525430 Programming and Data Services	0	0	49,000	49,000
Contracted Services Total	0	0	49,000	49,000
Materials and Services Total	<b>20,096</b>	<b>27,058</b>	<b>84,000</b>	<b>84,000</b>
<b>Administrative Charges</b>				
611100 County Admin Allocation	1,215	1,200	1,630	1,673
611230 Courier Allocation	60	60	69	45
611255 Benefits Allocation	299	279	305	306
611260 Human Resources Allocation	1,029	1,065	1,243	1,237
611400 Information Tech Allocation	6,813	5,261	8,877	9,884
611410 FIMS Allocation	1,694	1,447	2,211	1,939
611420 Telecommunications Allocation	423	274	483	558
611430 Info Tech Direct Charges	1,820	1,051	3,784	8,730
611600 Finance Allocation	2,275	898	2,300	2,464
611800 MCBEE Allocation	33	82	81	121
612100 IT Equipment Use Charges	645	531	854	1,565
Administrative Charges Total	<b>16,306</b>	<b>12,148</b>	<b>21,837</b>	<b>28,522</b>

MARION COUNTY FY 2018-19 BUDGET  
 BY DEPARTMENT  
 CLERK'S OFFICE

<b>120 - County Clerk Records</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Contingency</b>				
571010 Contingency	0	0	34,678	24,530
Contingency Total	<b>0</b>	<b>0</b>	<b>34,678</b>	<b>24,530</b>
<b>Ending Fund Balance</b>				
573010 Unapprop Ending Fund Balance	0	0	0	26,833
Ending Fund Balance Total	<b>0</b>	<b>0</b>	<b>0</b>	<b>26,833</b>
<b>County Clerk Records Total</b>	<b>109,914</b>	<b>114,331</b>	<b>219,848</b>	<b>245,306</b>
Clerk's Office Grand Total	2,193,208	2,545,846	2,872,965	3,155,057

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
CLERK'S OFFICE

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MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
TREASURER'S OFFICE

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## 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 2018-19 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 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
General Fund Transfers	365,666	385,418	442,332	477,242	7.9%
<b>TOTAL RESOURCES</b>	<b>365,666</b>	<b>385,418</b>	<b>442,332</b>	<b>477,242</b>	<b>7.9%</b>
<b>REQUIREMENTS</b>					
Personnel Services					
Salaries and Wages	155,862	165,568	175,970	187,175	6.4%
Fringe Benefits	92,364	105,070	114,485	122,759	7.2%
Total Personnel Services	<b>248,227</b>	<b>270,638</b>	<b>290,455</b>	<b>309,934</b>	<b>6.7%</b>
Materials and Services					
Supplies	1,556	2,755	2,700	2,700	0.0%
Materials	7,694	6,517	0	0	n.a.
Communications	528	31	550	300	-45.5%
Utilities	2,598	2,748	2,841	3,055	7.5%
Contracted Services	43,895	35,429	67,270	60,310	-10.3%
Repairs and Maintenance	959	144	0	0	n.a.
Rentals	4,210	4,365	5,558	5,363	-3.5%
Insurance	2,500	2,500	2,500	2,500	0.0%
Miscellaneous	2,075	2,354	8,150	8,150	0.0%
Total Materials and Services	<b>66,014</b>	<b>56,843</b>	<b>89,569</b>	<b>82,378</b>	<b>-8.0%</b>
Administrative Charges	51,425	57,937	62,308	84,930	36.3%
<b>TOTAL REQUIREMENTS</b>	<b>365,666</b>	<b>385,418</b>	<b>442,332</b>	<b>477,242</b>	<b>7.9%</b>
<b>FTE</b>	3.00	2.50	2.50	2.50	0.0%

MARION COUNTY FY 2018-19 BUDGET  
 BY DEPARTMENT  
 TREASURER'S OFFICE

<b>FUNDS</b>					
Fund Name	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	% of Total
<b>RESOURCES</b>					
FND 100 General Fund	365,666	385,418	442,332	477,242	100.0%
<b>TOTAL RESOURCES</b>	<b>365,666</b>	<b>385,418</b>	<b>442,332</b>	<b>477,242</b>	<b>100.0%</b>
<b>REQUIREMENTS</b>					
FND 100 General Fund	365,666	385,418	442,332	477,242	100.0%
<b>TOTAL REQUIREMENTS</b>	<b>365,666</b>	<b>385,418</b>	<b>442,332</b>	<b>477,242</b>	<b>100.0%</b>
<b>PROGRAMS</b>					
	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Treasury	365,666	385,418	442,332	477,242	7.9%
<b>TOTAL RESOURCES</b>	<b>365,666</b>	<b>385,418</b>	<b>442,332</b>	<b>477,242</b>	<b>7.9%</b>
<b>REQUIREMENTS</b>					
Treasury	365,666	385,418	442,332	477,242	7.9%
<b>TOTAL REQUIREMENTS</b>	<b>365,666</b>	<b>385,418</b>	<b>442,332</b>	<b>477,242</b>	<b>7.9%</b>

MARION COUNTY FY 2018-19 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 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
General Fund Transfers	365,666	385,418	442,332	477,242	7.9%
<b>TOTAL RESOURCES</b>	<b>365,666</b>	<b>385,418</b>	<b>442,332</b>	<b>477,242</b>	<b>7.9%</b>
<b>REQUIREMENTS</b>					
Personnel Services	248,227	270,638	290,455	309,934	6.7%
Materials and Services	66,014	56,843	89,569	82,378	-8.0%
Administrative Charges	51,425	57,937	62,308	84,930	36.3%
<b>TOTAL REQUIREMENTS</b>	<b>365,666</b>	<b>385,418</b>	<b>442,332</b>	<b>477,242</b>	<b>7.9%</b>
<b>FTE</b>	3.00	2.50	2.50	2.50	0.0%

**FTE By Position Title By Program**

<b>Program: Treasury</b>	
Position Title	FTE
Treasurer	1.00
Treasury Specialist	1.50
<b>Program Treasury FTE Total:</b>	<b>2.50</b>

**Treasury Program Budget Justification**

**RESOURCES**

The Treasury Program is funded entirely by the general fund.

**REQUIREMENTS**

There is an overall increase of 7.9% in program requirements.

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
TREASURER'S OFFICE

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**KEY DEPARTMENT ACCOMPLISHMENTS**

- The Treasurer, with the support of the Information Technology department, completed the implementation of Teller, the new enterprise cash receipting system. Throughout the implementation the Treasurer worked with departments to review existing business processes and, when appropriate, implement new processes to improve controls when handling cash assets.
- The Treasurer provided ongoing Cash Handler and Merchant Security training for county employees as well as other local governments in Marion County.
- The Treasurer, with the support of the Finance department, was able to secure new banking, lockbox and merchant contracts that provide cost effective services for Marion County.

MARION COUNTY FY 2018-19 BUDGET  
 BY DEPARTMENT  
 TREASURER'S OFFICE

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**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 worked 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**

<b>FY 14-15 Actual</b>	<b>FY 15-16 Actual</b>	<b>FY 16-17 Actual</b>	<b>FY 17-18 Estimate</b>	<b>FY 18-19 Estimate</b>
# 12,216 - \$1,200,281,723	# 10,975 - \$742,162,952	# 11,359 - \$637,069,585	# 12,000 - \$650,000,000	# 12,000 - \$650,000,000

**Explanation of Trends and Changes**

For the past couple of years this workload has been unpredictable as we have been implementing a new cash receipting system for county departments. We are uncertain how this new software will ultimately impact the workload for the Treasurer's Office, but it appears to have provided some efficiencies and better controls for the Treasurer's staff as well as other county departments. This indicator ties to Marion County Strategic Goal #1; Provide efficient, effective, and responsive government through stewardship and accountability.

MARION COUNTY FY 2018-19 BUDGET  
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 TREASURER'S OFFICE

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**# 2: Investment Portfolio**

**Definition and Purpose**

Marion County's average portfolio size during FY 16/17 was just over \$170,000,000. 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**

<b>FY 14-15 Actual</b>	<b>FY 15-16 Actual</b>	<b>FY 16-17 Actual</b>	<b>FY 17-18 Estimate</b>	<b>FY 18-19 Estimate</b>
LGIP .53 / COUNTY .87	LGIP .65 / COUNTY .94	LGIP 1.29 / COUNTY 1.26	LGIP 1.60 / COUNTY 1.45	LGIP 2.00 / COUNTY 2.00

**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 18-19 is 2.00%.

MARION COUNTY FY 2018-19 BUDGET  
 BY DEPARTMENT  
 TREASURER'S OFFICE

**Resources by Fund Detail**

<b>100 - General Fund</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>General Fund Transfers</b>				
381100 Transfer from General Fund	365,666	385,418	442,332	477,242
General Fund Transfers Total	<b>365,666</b>	<b>385,418</b>	<b>442,332</b>	<b>477,242</b>
General Fund Total	<b>365,666</b>	<b>385,418</b>	<b>442,332</b>	<b>477,242</b>
Treasurer's Office Grand Total	365,666	385,418	442,332	477,242

MARION COUNTY FY 2018-19 BUDGET  
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TREASURER'S OFFICE

**Requirements by Fund Detail**

<b>100 - General Fund</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Personnel Services</b>				
<b>Salaries and Wages</b>				
511020 Salaries and Wages Budget Only	0	0	2,100	0
511110 Regular Wages	134,672	149,316	171,120	184,392
511130 Vacation Pay	8,170	5,439	0	0
511140 Sick Pay	1,807	2,029	0	0
511150 Holiday Pay	5,105	6,078	0	0
511160 Comp Time Pay	0	40	0	0
511210 Compensation Credits	2,857	2,046	2,150	2,183
511240 Leave Payoff	2,648	0	0	0
511280 Cell Phone Pay	604	602	600	600
511420 Premium Pay	0	18	0	0
<b>Salaries and Wages Total</b>	<b>155,862</b>	<b>165,568</b>	<b>175,970</b>	<b>187,175</b>
<b>Fringe Benefits</b>				
512010 Fringe Benefits Budget Only	0	0	838	0
512110 PERS	27,491	31,290	33,441	36,009
512120 401K	6,731	6,712	6,715	7,618
512130 PERS Debt Service	4,815	6,121	8,664	11,194
512200 FICA	11,726	13,534	13,067	14,075
512310 Medical Insurance	36,052	41,516	45,288	47,088
512320 Dental Insurance	3,712	4,036	4,500	4,680
512330 Group Term Life Insurance	277	304	325	348
512340 Long Term Disability Insurance	707	628	730	781
512400 Unemployment Insurance	622	665	641	690
512520 Workers Comp Insurance	65	76	75	75
512600 Wellness Program	98	109	120	120
512610 Employee Assistance Program	70	80	81	81
<b>Fringe Benefits Total</b>	<b>92,364</b>	<b>105,070</b>	<b>114,485</b>	<b>122,759</b>
<b>Personnel Services Total</b>	<b>248,227</b>	<b>270,638</b>	<b>290,455</b>	<b>309,934</b>
<b>Materials and Services</b>				
<b>Supplies</b>				
521010 Office Supplies	1,239	1,002	2,000	2,000
521070 Departmental Supplies	316	1,753	500	500
521190 Publications	0	0	200	200
<b>Supplies Total</b>	<b>1,556</b>	<b>2,755</b>	<b>2,700</b>	<b>2,700</b>
<b>Materials</b>				
522150 Small Office Equipment	0	1,059	0	0
522170 Computers Non Capital	14	2,151	0	0
522180 Software	7,680	3,306	0	0
<b>Materials Total</b>	<b>7,694</b>	<b>6,517</b>	<b>0</b>	<b>0</b>
<b>Communications</b>				
523050 Postage	498	10	500	250
523090 Long Distance Charges	30	22	50	50
<b>Communications Total</b>	<b>528</b>	<b>31</b>	<b>550</b>	<b>300</b>



MARION COUNTY FY 2018-19 BUDGET  
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<b>100 - General Fund</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Materials and Services</b>				
<b>Utilities</b>				
524010 Electricity	2,337	2,431	2,522	2,747
524020 Street Light Electricity	0	2	2	2
524040 Natural Gas	24	32	22	23
524050 Water	41	46	46	41
524070 Sewer	68	101	101	90
524090 Garbage Disposal and Recycling	130	137	148	152
<b>Utilities Total</b>	<b>2,598</b>	<b>2,748</b>	<b>2,841</b>	<b>3,055</b>
<b>Contracted Services</b>				
525155 Credit Card Fees	0	8	0	0
525156 Bank Services	17,865	8,054	30,000	20,000
525158 Armored Car Services	25,933	27,227	37,000	40,000
525710 Printing Services	30	0	150	150
525740 Document Disposal Services	68	140	120	160
<b>Contracted Services Total</b>	<b>43,895</b>	<b>35,429</b>	<b>67,270</b>	<b>60,310</b>
<b>Repairs and Maintenance</b>				
526030 Building Maintenance	959	144	0	0
<b>Repairs and Maintenance Total</b>	<b>959</b>	<b>144</b>	<b>0</b>	<b>0</b>
<b>Rentals</b>				
527130 Parking	11	0	0	0
527240 Condo Assn Assessments	2,886	2,791	3,058	2,863
527300 Equipment Rental	1,313	1,575	2,500	2,500
<b>Rentals Total</b>	<b>4,210</b>	<b>4,365</b>	<b>5,558</b>	<b>5,363</b>
<b>Insurance</b>				
528210 Public Official Bonds	2,500	2,500	2,500	2,500
<b>Insurance Total</b>	<b>2,500</b>	<b>2,500</b>	<b>2,500</b>	<b>2,500</b>
<b>Miscellaneous</b>				
529110 Mileage Reimbursement	965	304	1,000	1,000
529130 Meals	87	0	200	200
529140 Lodging	203	394	1,500	1,500
529210 Meetings	20	207	100	100
529220 Conferences	675	350	3,000	3,000
529230 Training	0	842	1,500	1,500
529300 Dues and Memberships	124	229	850	850
529650 Pre Employment Costs	0	28	0	0
<b>Miscellaneous Total</b>	<b>2,075</b>	<b>2,354</b>	<b>8,150</b>	<b>8,150</b>
<b>Materials and Services Total</b>	<b>66,014</b>	<b>56,843</b>	<b>89,569</b>	<b>82,378</b>
<b>Administrative Charges</b>				
611100 County Admin Allocation	3,599	3,823	3,910	4,025
611210 Facilities Mgt Allocation	5,970	5,962	6,698	6,579
611220 Custodial Allocation	4,304	4,522	4,894	5,098
611230 Courier Allocation	181	152	172	113
611250 Risk Management Allocation	516	428	433	473

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
TREASURER'S OFFICE

<b>100 - General Fund</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Administrative Charges</b>				
611255 Benefits Allocation	897	708	763	766
611260 Human Resources Allocation	3,086	2,707	3,106	3,094
611300 Legal Services Allocation	911	975	1,526	2,671
611400 Information Tech Allocation	14,108	18,601	21,633	23,006
611410 FIMS Allocation	4,952	5,833	5,109	4,512
611420 Telecommunications Allocation	761	776	724	868
611430 Info Tech Direct Charges	5,055	5,673	5,946	23,073
611600 Finance Allocation	3,858	3,220	3,195	4,184
611800 MCBEE Allocation	99	333	187	282
612100 IT Equipment Use Charges	1,228	2,124	2,312	4,286
614100 Liability Insurance Allocation	1,100	1,300	1,000	1,200
614200 WC Insurance Allocation	800	800	700	700
<b>Administrative Charges Total</b>	<b>51,425</b>	<b>57,937</b>	<b>62,308</b>	<b>84,930</b>
<b>General Fund Total</b>	<b>365,666</b>	<b>385,418</b>	<b>442,332</b>	<b>477,242</b>
<b>Treasurer's Office Grand Total</b>	<b>365,666</b>	<b>385,418</b>	<b>442,332</b>	<b>477,242</b>

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
TREASURER'S OFFICE

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MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
DISTRICT ATTORNEY'S OFFICE

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# 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.

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, mental 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 other public safety concerns in the community.

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 in relation to 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 comprehensive services provided to victims of domestic violence who have co-occurring juvenile dependency cases to increase their ability to move forward in a safe and healthy way for themselves and their children by leveraging Juvenile Dependency funding with Violence Against Women Act (VAWA) grant funding.

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
DISTRICT ATTORNEY'S OFFICE

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- 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.

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
DISTRICT ATTORNEY'S OFFICE

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**DEPARTMENT OVERVIEW**

The District Attorney is an executive employee of the State of Oregon, publicly elected to a four-year term. Within the District Attorney's Office, there are five programs: (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 2018-19 BUDGET  
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DISTRICT ATTORNEY'S OFFICE

**RESOURCE AND REQUIREMENT SUMMARY**

District Attorney's Office	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Intergovernmental Federal	1,431,436	1,669,910	1,884,190	1,838,738	-2.4%
Intergovernmental State	438,786	450,693	440,885	454,968	3.2%
Charges for Services	121,312	158,381	199,969	208,215	4.1%
Fines and Forfeitures	3,254	321	3,000	0	-100.0%
Interest	1,211	1,712	540	645	19.4%
Other Revenues	18,244	19,743	10,000	18,000	80.0%
General Fund Transfers	8,477,817	8,982,316	9,936,935	10,057,406	1.2%
Net Working Capital	250,945	344,056	338,571	253,936	-25.0%
<b>TOTAL RESOURCES</b>	<b>10,743,005</b>	<b>11,627,132</b>	<b>12,814,090</b>	<b>12,831,908</b>	<b>0.1%</b>
<b>REQUIREMENTS</b>					
Personnel Services					
Salaries and Wages	5,680,648	6,211,696	6,559,908	6,596,937	0.6%
Fringe Benefits	3,061,169	3,180,369	3,654,361	3,807,037	4.2%
<b>Total Personnel Services</b>	<b>8,741,818</b>	<b>9,392,065</b>	<b>10,214,269</b>	<b>10,403,974</b>	<b>1.9%</b>
Materials and Services					
Supplies	54,948	49,334	59,124	57,630	-2.5%
Materials	7,826	8,714	11,346	10,877	-4.1%
Communications	11,289	11,749	25,413	23,308	-8.3%
Utilities	63,662	69,683	71,181	76,002	6.8%
Contracted Services	213,086	258,623	323,440	272,370	-15.8%
Repairs and Maintenance	6,160	3,818	5,820	2,750	-52.7%
Rentals	96,023	96,227	103,093	105,740	2.6%
Insurance	8,764	9,346	8,800	10,700	21.6%
Miscellaneous	83,601	87,320	134,217	109,016	-18.8%
<b>Total Materials and Services</b>	<b>545,360</b>	<b>594,814</b>	<b>742,434</b>	<b>668,393</b>	<b>-10.0%</b>
Administrative Charges	1,111,771	1,301,682	1,612,914	1,657,577	2.8%
Contingency	0	0	244,473	101,964	-58.3%
<b>TOTAL REQUIREMENTS</b>	<b>10,398,949</b>	<b>11,288,561</b>	<b>12,814,090</b>	<b>12,831,908</b>	<b>0.1%</b>
<b>FTE</b>	84.53	89.53	91.03	91.03	0.0%

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
DISTRICT ATTORNEY'S OFFICE

Fund Name	<b>FUNDS</b>				% of Total
	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	
<b>RESOURCES</b>					
FND 100 General Fund	8,070,145	8,570,582	9,421,245	9,503,889	74.1%
FND 220 Child Support	1,521,104	1,602,776	1,763,245	1,799,071	14.0%
FND 300 District Attorney Grants	1,151,757	1,453,775	1,629,600	1,528,948	11.9%
<b>TOTAL RESOURCES</b>	<b>10,743,005</b>	<b>11,627,132</b>	<b>12,814,090</b>	<b>12,831,908</b>	<b>100.0%</b>
<b>REQUIREMENTS</b>					
FND 100 General Fund	8,070,145	8,570,582	9,421,245	9,503,889	74.1%
FND 220 Child Support	1,521,104	1,602,776	1,763,245	1,799,071	14.0%
FND 300 District Attorney Grants	807,700	1,115,204	1,629,600	1,528,948	11.9%
<b>TOTAL REQUIREMENTS</b>	<b>10,398,949</b>	<b>11,288,561</b>	<b>12,814,090</b>	<b>12,831,908</b>	<b>100.0%</b>

	<b>PROGRAMS</b>				+/- %
	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	
<b>RESOURCES</b>					
Adult Prosecution	6,694,852	7,151,769	7,815,715	7,821,578	0.1%
Medical Examiner	251,800	246,548	399,231	434,947	8.9%
Child Support Enforcement	1,521,104	1,603,263	1,763,245	1,799,071	2.0%
Victim Assistance	1,148,325	1,333,757	1,564,365	1,589,963	1.6%
Juvenile Enforcement	1,126,926	1,291,795	1,271,534	1,186,349	-6.7%
<b>TOTAL RESOURCES</b>	<b>10,743,005</b>	<b>11,627,132</b>	<b>12,814,090</b>	<b>12,831,908</b>	<b>0.1%</b>
<b>REQUIREMENTS</b>					
Adult Prosecution	6,676,027	7,132,340	7,815,715	7,821,578	0.1%
Medical Examiner	251,800	246,548	399,231	434,947	8.9%
Child Support Enforcement	1,521,104	1,603,263	1,763,245	1,799,071	2.0%
Victim Assistance	1,121,603	1,320,488	1,564,365	1,589,963	1.6%
Juvenile Enforcement	828,416	985,921	1,271,534	1,186,349	-6.7%
<b>TOTAL REQUIREMENTS</b>	<b>10,398,949</b>	<b>11,288,561</b>	<b>12,814,090</b>	<b>12,831,908</b>	<b>0.1%</b>



MARION COUNTY FY 2018-19 BUDGET  
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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 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Intergovernmental Federal	17,083	0	0	0	n.a.
Charges for Services	97,891	134,600	179,969	185,817	3.2%
Fines and Forfeitures	3,254	321	3,000	0	-100.0%
General Fund Transfers	6,567,996	6,998,023	7,613,317	7,615,305	0.0%
Net Working Capital	8,627	18,825	19,429	20,456	5.3%
<b>TOTAL RESOURCES</b>	<b>6,694,852</b>	<b>7,151,769</b>	<b>7,815,715</b>	<b>7,821,578</b>	<b>0.1%</b>
<b>REQUIREMENTS</b>					
Personnel Services	5,606,290	5,903,246	6,397,391	6,392,252	-0.1%
Materials and Services	341,050	363,767	387,743	385,832	-0.5%
Administrative Charges	728,687	865,327	1,028,877	1,040,763	1.2%
Contingency	0	0	1,704	2,731	60.3%
<b>TOTAL REQUIREMENTS</b>	<b>6,676,027</b>	<b>7,132,340</b>	<b>7,815,715</b>	<b>7,821,578</b>	<b>0.1%</b>
<b>FTE</b>	<b>52.00</b>	<b>54.00</b>	<b>53.50</b>	<b>53.50</b>	<b>0.0%</b>

**FTE By Position Title By Program**

<b>Program: Adult Prosecution</b>	
Position Title	FTE
Administrative Services Manager	1.00
Budget Analyst 1	1.00
Department Specialist 4	1.00
Deputy DA 1	6.00
Deputy DA 2	4.50
Deputy DA 3	11.00
District Attorney	1.00
District Attorney Investigator	2.00
District Attorney Investigator (Bilingual)	1.00
Legal Assistant Supervisor	2.00
Legal Secretary 1	8.00
Legal Secretary 1 (Bilingual)	1.00
Legal Secretary 2	9.00
Paralegal	1.00
Trial Team Supervisor	4.00
<b>Program Adult Prosecution FTE Total:</b>	<b>53.50</b>

- In addition to the above there are 1.74 FTE temporary positions.

FTE Changes

There are no changes to FTE.

MARION COUNTY FY 2018-19 BUDGET  
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DISTRICT ATTORNEY'S OFFICE

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**Adult Prosecution Program Budget Justification**

RESOURCES

The Adult Prosecution Program is primarily funded by the General Fund. Net Working Capital has increased due to carryover from fiscal year 17-18 for Civil Forfeitures. Fines and Forfeitures decreased by 100% because we are not expecting any revenue in the new fiscal year.

REQUIREMENTS

The Adult Prosecution Program requirements has very minimal change. Contingency increased due to carryover funds in Civil Forfeitures in fiscal year 17-18.

MARION COUNTY FY 2018-19 BUDGET  
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**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 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
General Fund Transfers	251,800	246,548	399,231	434,947	8.9%
<b>TOTAL RESOURCES</b>	<b>251,800</b>	<b>246,548</b>	<b>399,231</b>	<b>434,947</b>	<b>8.9%</b>
<b>REQUIREMENTS</b>					
Personnel Services	209,226	196,782	324,354	366,745	13.1%
Materials and Services	16,548	19,238	38,131	31,031	-18.6%
Administrative Charges	26,025	30,528	36,746	37,171	1.2%
<b>TOTAL REQUIREMENTS</b>	<b>251,800</b>	<b>246,548</b>	<b>399,231</b>	<b>434,947</b>	<b>8.9%</b>
<b>FTE</b>	1.33	1.33	3.33	3.33	0.0%

**FTE By Position Title By Program**

<b>Program: Medical Examiner</b>	
Position Title	FTE
Chief Deputy Medical Examiner	1.00
Department Specialist 2 (Bilingual)	0.33
Deputy Medical Examiner	2.00
<b>Program Medical Examiner FTE Total:</b>	<b>3.33</b>

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

FTE Changes

There are no changes to FTE.

**Medical Examiner Program Budget Justification**

**RESOURCES**

The Medical Examiner program is funded entirely by the General Fund. General Fund Transfer increased by 8.9% due to increased personnel costs.

**REQUIREMENTS**

Personnel Services increased by 13.1% due to salary step increases, PERS contributions and medical insurance. Materials and Services decreased by 18.6% due to the removal of start up costs from fiscal year 17-18.

MARION COUNTY FY 2018-19 BUDGET  
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**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.

**Program Summary**

District Attorney's Office

Program: Child Support Enforcement

	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Intergovernmental Federal	1,062,536	1,099,278	1,237,595	1,235,813	-0.1%
Intergovernmental State	111,945	123,852	114,044	128,127	12.3%
Charges for Services	23,421	23,781	20,000	22,398	12.0%
General Fund Transfers	322,920	356,352	391,606	412,733	5.4%
Net Working Capital	281	0	0	0	n.a.
<b>TOTAL RESOURCES</b>	<b>1,521,104</b>	<b>1,603,263</b>	<b>1,763,245</b>	<b>1,799,071</b>	<b>2.0%</b>
<b>REQUIREMENTS</b>					
Personnel Services	1,303,366	1,363,373	1,469,983	1,500,293	2.1%
Materials and Services	69,273	69,073	77,788	78,434	0.8%
Administrative Charges	148,465	170,818	215,474	220,344	2.3%
<b>TOTAL REQUIREMENTS</b>	<b>1,521,104</b>	<b>1,603,263</b>	<b>1,763,245</b>	<b>1,799,071</b>	<b>2.0%</b>
<b>FTE</b>	13.20	13.20	13.20	13.20	0.0%

**FTE By Position Title By Program**

<b>Program: Child Support Enforcement</b>	
Position Title	FTE
Deputy DA 2	1.00
Deputy DA 3	1.00
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	1.60
Support Enforcement Agent 2	1.00
Trial Team Supervisor	1.00
<b>Program Child Support Enforcement FTE Total:</b>	<b>13.20</b>

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

FTE Changes

There are no changes to FTE.

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**Child Support Enforcement Program Budget Justification**

RESOURCES

State funding increased in the Incentives program by 12.3% as well as Charges for Services by 12%. General Fund Transfer also increased for Personnel costs.

REQUIREMENTS

Requirements overall increased by 1.8% primarily due to the cost of salary step increases, PERS contributions and medical insurance.

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**Victim Assistance Program**

- The mission of the Victim Assistance 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 Victim Assistance who manages the Victim Assistance 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. This grant also partially funds a position that provides services to victims who have co-occurring domestic violence and juvenile dependency cases.
- 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 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Intergovernmental Federal	208,527	395,712	502,929	488,525	-2.9%
Intergovernmental State	190,660	190,660	190,660	190,660	0.0%
Interest	663	1,119	140	245	75.0%
Other Revenues	18,244	19,743	10,000	18,000	80.0%
General Fund Transfers	703,591	699,625	847,367	871,156	2.8%
Other Fund Transfers	0	176	0	0	n.a.
Net Working Capital	26,639	26,722	13,269	21,377	61.1%
<b>TOTAL RESOURCES</b>	<b>1,148,325</b>	<b>1,333,757</b>	<b>1,564,365</b>	<b>1,589,963</b>	<b>1.6%</b>
<b>REQUIREMENTS</b>					
Personnel Services	895,764	1,059,708	1,152,023	1,217,906	5.7%
Materials and Services	80,831	101,371	166,265	99,489	-40.2%
Administrative Charges	145,007	159,409	246,077	272,568	10.8%
<b>TOTAL REQUIREMENTS</b>	<b>1,121,603</b>	<b>1,320,488</b>	<b>1,564,365</b>	<b>1,589,963</b>	<b>1.6%</b>

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<b>FTE</b>	10.73	12.73	13.73	13.73	0.0%
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**FTE By Position Title By Program**

<b>Program: Victim Assistance</b>	
<b>Position Title</b>	<b>FTE</b>
Legal Assistant Supervisor	0.50
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	5.00
Victim Assistance Program Coordinator (Biling)	0.23
<b>Program Victim Assistance FTE Total:</b>	<b>13.73</b>

FTE Changes

There are no changes to FTE.

**Victim Assistance Program Budget Justification**

**RESOURCES**

Federal funding decreased 2.9% due to completion of a one-time grant during fiscal year 17-18. Other Revenues increased by 80% with the expectation of increased funding to the Donations project. General Fund Transfer also increased for Personnel costs for the match portion of positions paid from General Fund.

**REQUIREMENTS**

The Personnel Services increased is primarily due to a cost-of-living adjustment, step increases and higher PERS contributions. Materials and Services decreased substantially due to the completion of a one-time grant in fiscal year 17-18.

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**Juvenile Enforcement Program**

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

**Program Summary**

District Attorney's Office	Program: Juvenile Enforcement				
	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Intergovernmental Federal	143,289	174,920	143,666	114,400	-20.4%
Intergovernmental State	136,181	136,181	136,181	136,181	0.0%
Interest	548	593	400	400	0.0%
General Fund Transfers	631,509	681,767	685,414	723,265	5.5%
Other Fund Transfers	0	(176)	0	0	n.a.
Net Working Capital	215,398	298,509	305,873	212,103	-30.7%
<b>TOTAL RESOURCES</b>	<b>1,126,926</b>	<b>1,291,795</b>	<b>1,271,534</b>	<b>1,186,349</b>	<b>-6.7%</b>
<b>REQUIREMENTS</b>					
Personnel Services	727,171	868,956	870,518	926,778	6.5%
Materials and Services	37,658	41,365	72,507	73,607	1.5%
Administrative Charges	63,587	75,600	85,740	86,731	1.2%
Contingency	0	0	242,769	99,233	-59.1%
<b>TOTAL REQUIREMENTS</b>	<b>828,416</b>	<b>985,921</b>	<b>1,271,534</b>	<b>1,186,349</b>	<b>-6.7%</b>
<b>FTE</b>	<i>7.27</i>	<i>8.27</i>	<i>7.27</i>	<i>7.27</i>	0.0%

**FTE By Position Title By Program**

<b>Program: Juvenile Enforcement</b>	
Position Title	FTE
Deputy DA 1	1.00
Deputy DA 2	2.00
Legal Assistant Supervisor	0.50
Legal Secretary 2	2.00
Trial Team Supervisor	1.00
Victim Assistance Program Coordinator (Biling)	0.77
<b>Program Juvenile Enforcement FTE Total:</b>	<b>7.27</b>

- In addition to the above there are 1.16 FTE temporary positions.

FTE Changes

There are no changes to FTE.

**Juvenile Enforcement Program Budget Justification**

**RESOURCES**

Federal funding is estimated to decrease by 20.4% due to consistent decreases to reimbursements. Net Working Capital decreased by 30.7% due to less carryover from fiscal year 17-18.

**REQUIREMENTS**

Personnel increased by 6.5% due to step increases, PERS contributions and insurance. Contingency decreased by 59.1% to offset funding not provided by the Federal and State contract for Juvenile Dependency.



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**KEY DEPARTMENT ACCOMPLISHMENTS**

- Victim Assistance provided services to more than 4,191 new victims of crime and provided more than 157,459 services to victims of crime. Victim Assistance sent 39,913 notices to victims of crime in 2017, informing them of their rights, court dates, and case status. Community volunteers donated more than 19,748 hours to Victim Assistance.
- 96% 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 enhanced services to victims of domestic violence who have co-occurring domestic violence and juvenile dependency cases.
- We have added a restitution advocate position to help ensure we fulfill our obligations for restitution. This advocate will also have a focused caseload serving elder victims of crime.
- Support enforcement collected over \$18.9 million on approximately 5,100 cases, processed over 350 paternity establishments and modifications, and attended approximately 2,500 court and administrative hearings.
- Support Enforcement collected nearly \$49 per \$1 of county General Funds expended.
- Medical examiner program investigated a total of 391 deaths, including 17 homicides, 16 deaths of minors (under 18 years of age), and 53 suicides.
- Juvenile Enforcement continues to increase the quality of service to youths and their families through collaboration with Oregon Department of Human Services (DHS).
- Juvenile Enforcement continues to work to 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**

<b>CY 2015 Actual</b>	<b>CY 2016 Actual</b>	<b>CY 2017 Actual</b>	<b>CY 2018 Estimate</b>	<b>CY 2019 Estimate</b>
9,836	9,647	10,550	10,500	11,500

**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.

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**# 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**

<b>CY 2015 Actual</b>	<b>CY 2016 Actual</b>	<b>CY 2017 Actual</b>	<b>CY 2018 Estimate</b>	<b>CY 2019 Estimate</b>
935	929	767	1,000	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**

<b>CY 2015 Actual</b>	<b>CY 2016 Actual</b>	<b>CY 2017 Actual</b>	<b>CY 2018 Estimate</b>	<b>CY 2019 Estimate</b>
459	338	384	360	375

**Explanation of Trends and Changes**

The number of juvenile delinquency cases remains low due to the on-going 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.

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**# 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**

<b>CY 2015 Actual</b>	<b>CY 2016 Actual</b>	<b>CY 2017 Actual</b>	<b>CY 2018 Estimate</b>	<b>CY 2019 Estimate</b>
459	491	476	550	500

**Explanation of Trends and Changes**

These numbers have dropped in part because of a shift in Oregon Department of Human Services (DHS) response, which reduces the number of children in care for drug-affected parents. Nevertheless, Marion County's numbers remain among the highest in the state and it is expected that these numbers will bounce back slightly over the next 18 months as DHS finds an equilibrium. Furthermore, recent legal rulings have made previously filed cases no longer provable, or when they are provable, the evidence required is more extensive. One example would be that it is now required that an expert witness testify in this case. This additionally increases the cost of prosecution.

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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**

<b>FY 14-15 Actual</b>	<b>FY 15-16 Actual</b>	<b>FY 16-17 Actual</b>	<b>FY 17-18 Estimate</b>	<b>FY 18-19 Estimate</b>
52,981	103,158	157,459	150,000	150,000

**Explanation of Trends and Changes**

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

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**# 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 2015 Actual	CY 2016 Actual	CY 2017 Actual	CY 2018 Estimate	CY 2019 Estimate
31,785	36,600	39,913	39,000	39,000

**Explanation of Trends and Changes**

Should remain steady.

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**# 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**

<b>CY 2015 Actual</b>	<b>CY 2016 Actual</b>	<b>CY 2017 Actual</b>	<b>CY 2018 Estimate</b>	<b>CY 2019 Estimate</b>
\$19.1 million	\$18.8 million	\$18.9 million	\$19 million	19 Million

**Explanation of Trends and Changes**

Collections increased \$100,000 as a result of a slight increase in the support enforcement caseload.



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**# 8: Medical examiner death investigations**

**Definition and Purpose**

Indicates total death investigations as required by law where deceased is not under the care of a physician.

**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**

<b>CY 2015 Actual</b>	<b>CY 2016 Actual</b>	<b>CY 2017 Actual</b>	<b>CY 2018 Estimate</b>	<b>CY 2019 Estimate</b>
283	330	391	400	430

**Explanation of Trends and Changes**

Aging population will influence the number of mandated investigations.

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**# 9: Medical examiner homicide investigations**

**Definition and Purpose**

Indicates medical examiner cases that are criminal investigations and require prosecutorial review and resources.

**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**

<b>CY 2015 Actual</b>	<b>CY 2016 Actual</b>	<b>CY 2017 Actual</b>	<b>CY 2018 Estimate</b>	<b>CY 2019 Estimate</b>
10	14	17	15	17

**Explanation of Trends and Changes**

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

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<b>Resources by Fund Detail</b>				
<b>100 - General Fund</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>General Fund Transfers</b>				
381100 Transfer from General Fund	8,070,145	8,570,582	9,421,245	9,503,889
General Fund Transfers Total	<b>8,070,145</b>	<b>8,570,582</b>	<b>9,421,245</b>	<b>9,503,889</b>
General Fund Total	<b>8,070,145</b>	<b>8,570,582</b>	<b>9,421,245</b>	<b>9,503,889</b>
<b>220 - Child Support</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Intergovernmental Federal</b>				
331223 Oregon Dept of Justice	1,062,536	1,099,278	1,237,595	1,235,813
Intergovernmental Federal Total	<b>1,062,536</b>	<b>1,099,278</b>	<b>1,237,595</b>	<b>1,235,813</b>
<b>Intergovernmental State</b>				
332031 Oregon Department of Justice	111,945	123,852	114,044	128,127
Intergovernmental State Total	<b>111,945</b>	<b>123,852</b>	<b>114,044</b>	<b>128,127</b>
<b>Charges for Services</b>				
341430 Copy Machine Fees	3,118	3,892	1,000	3,398
341999 Other Fees	20,303	19,889	19,000	19,000
Charges for Services Total	<b>23,421</b>	<b>23,781</b>	<b>20,000</b>	<b>22,398</b>
<b>General Fund Transfers</b>				
381100 Transfer from General Fund	322,920	355,864	391,606	412,733
General Fund Transfers Total	<b>322,920</b>	<b>355,864</b>	<b>391,606</b>	<b>412,733</b>
<b>Net Working Capital</b>				
392000 Net Working Capital Unrestr	281	0	0	0
Net Working Capital Total	<b>281</b>	<b>0</b>	<b>0</b>	<b>0</b>
Child Support Total	<b>1,521,104</b>	<b>1,602,776</b>	<b>1,763,245</b>	<b>1,799,071</b>
<b>300 - District Attorney Grants</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Intergovernmental Federal</b>				
331223 Oregon Dept of Justice	243,323	438,798	502,929	488,525
331234 DHS Title IV E Reimbursement	108,494	131,834	143,666	114,400
331990 Other Federal Revenues	17,083	0	0	0
Intergovernmental Federal Total	<b>368,900</b>	<b>570,632</b>	<b>646,595</b>	<b>602,925</b>
<b>Intergovernmental State</b>				
332035 ODOJ Unitary Assessment Grant	190,660	190,660	190,660	190,660
332062 Oregon DHS Juvenile Dependency	136,181	136,181	136,181	136,181
Intergovernmental State Total	<b>326,841</b>	<b>326,841</b>	<b>326,841</b>	<b>326,841</b>
<b>Charges for Services</b>				
347006 DA Services to County Depts	97,891	134,600	179,969	185,817
Charges for Services Total	<b>97,891</b>	<b>134,600</b>	<b>179,969</b>	<b>185,817</b>
<b>Fines and Forfeitures</b>				
352300 Civil Forfeitures	0	321	0	0
352400 Criminal Forfeitures	3,254	0	3,000	0
Fines and Forfeitures Total	<b>3,254</b>	<b>321</b>	<b>3,000</b>	<b>0</b>

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<b>300 - District Attorney Grants</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Interest</b>				
361000 Investment Earnings	1,211	1,712	540	645
<b>Interest Total</b>	<b>1,211</b>	<b>1,712</b>	<b>540</b>	<b>645</b>
<b>Other Revenues</b>				
373200 Victims Assistance Donations	18,244	19,743	10,000	18,000
<b>Other Revenues Total</b>	<b>18,244</b>	<b>19,743</b>	<b>10,000</b>	<b>18,000</b>
<b>General Fund Transfers</b>				
381100 Transfer from General Fund	84,751	55,870	124,084	140,784
<b>General Fund Transfers Total</b>	<b>84,751</b>	<b>55,870</b>	<b>124,084</b>	<b>140,784</b>
<b>Net Working Capital</b>				
392000 Net Working Capital Unrestr	250,664	344,056	338,571	253,936
<b>Net Working Capital Total</b>	<b>250,664</b>	<b>344,056</b>	<b>338,571</b>	<b>253,936</b>
<b>District Attorney Grants Total</b>	<b>1,151,757</b>	<b>1,453,775</b>	<b>1,629,600</b>	<b>1,528,948</b>
District Attorney's Office Grand Total	10,743,005	11,627,132	12,814,090	12,831,908

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**Requirements by Fund Detail**

<b>100 - General Fund</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Personnel Services</b>				
<b>Salaries and Wages</b>				
511020 Salaries and Wages Budget Only	0	0	6,000	0
511110 Regular Wages	3,492,603	3,674,133	4,666,840	4,672,544
511120 Temporary Wages	131,812	182,645	107,503	111,766
511130 Vacation Pay	256,038	273,930	0	0
511140 Sick Pay	145,140	118,763	0	0
511150 Holiday Pay	162,474	190,640	0	0
511160 Comp Time Pay	861	4,907	0	0
511210 Compensation Credits	160,719	152,778	145,305	127,574
511220 Pager Pay	42,967	41,769	39,200	41,463
511240 Leave Payoff	33,158	54,211	0	0
511280 Cell Phone Pay	1,087	1,083	0	1,083
511290 Health Insurance Waiver Pay	3,101	5,414	7,200	4,800
511410 Straight Pay	395	29	0	0
511420 Premium Pay	205	210	0	0
511450 Premium Pay Temps	0	195	0	0
<b>Salaries and Wages Total</b>	<b>4,430,561</b>	<b>4,700,708</b>	<b>4,972,048</b>	<b>4,959,230</b>
<b>Fringe Benefits</b>				
512010 Fringe Benefits Budget Only	0	0	2,348	0
512110 PERS	664,578	690,596	930,135	927,350
512120 401K	76,435	77,269	80,801	79,077
512130 PERS Debt Service	248,337	234,805	240,965	288,303
512200 FICA	332,699	349,848	372,553	372,348
512310 Medical Insurance	871,143	875,970	953,665	994,185
512320 Dental Insurance	87,735	87,529	94,760	98,810
512330 Group Term Life Insurance	7,457	7,724	8,850	8,820
512340 Long Term Disability Insurance	17,776	14,762	19,841	19,773
512400 Unemployment Insurance	17,774	17,344	17,831	17,780
512520 Workers Comp Insurance	1,930	1,864	2,171	2,171
512600 Wellness Program	2,466	2,427	2,654	2,654
512610 Employee Assistance Program	1,771	1,774	1,792	1,792
512700 County HSA Contributions	1,300	2,600	0	2,600
<b>Fringe Benefits Total</b>	<b>2,331,400</b>	<b>2,364,511</b>	<b>2,728,366</b>	<b>2,815,663</b>
<b>Personnel Services Total</b>	<b>6,761,961</b>	<b>7,065,220</b>	<b>7,700,414</b>	<b>7,774,893</b>
<b>Materials and Services</b>				
<b>Supplies</b>				
521010 Office Supplies	36,378	34,498	30,420	30,420
521030 Field Supplies	108	865	4,000	4,000
521070 Departmental Supplies	3,388	1,587	1,300	1,300
521090 Uniforms and Clothing	747	1,026	3,000	3,000
521190 Publications	4,010	316	5,114	3,800
521210 Gasoline	915	1,870	2,660	2,480
<b>Supplies Total</b>	<b>45,547</b>	<b>40,162</b>	<b>46,494</b>	<b>45,000</b>

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
DISTRICT ATTORNEY'S OFFICE

<b>100 - General Fund</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Materials and Services</b>				
<b>Materials</b>				
522150 Small Office Equipment	2,270	1,194	3,500	0
522160 Small Departmental Equipment	1,052	0	0	0
522170 Computers Non Capital	2,449	2,090	4,400	2,000
522180 Software	0	797	0	0
<b>Materials Total</b>	<b>5,771</b>	<b>4,081</b>	<b>7,900</b>	<b>2,000</b>
<b>Communications</b>				
523010 Telephone Equipment	347	196	1,400	200
523020 Phone and Communication Svcs	6	44	50	25
523040 Data Connections	959	467	960	480
523050 Postage	212	812	850	1,000
523060 Cellular Phones	5,043	4,642	6,740	7,543
523070 Pagers	1,150	1,402	1,553	0
523090 Long Distance Charges	2,448	2,659	2,550	2,550
<b>Communications Total</b>	<b>10,165</b>	<b>10,222</b>	<b>14,103</b>	<b>11,798</b>
<b>Utilities</b>				
524010 Electricity	44,887	48,692	50,061	54,095
524020 Street Light Electricity	8	35	34	34
524040 Natural Gas	1,754	2,085	1,814	1,850
524050 Water	1,084	1,472	1,357	1,337
524070 Sewer	1,637	2,066	2,171	1,847
524090 Garbage Disposal and Recycling	2,817	3,201	3,260	3,424
<b>Utilities Total</b>	<b>52,188</b>	<b>57,552</b>	<b>58,697</b>	<b>62,587</b>
<b>Contracted Services</b>				
525235 Laboratory Services	970	0	0	0
525440 Client Assistance	5	10	0	0
525450 Subscription Services	6,375	7,627	9,415	7,427
525510 Legal Services	2,768	710	500	2,000
525540 Witnesses	38,904	65,431	57,974	36,134
525541 Witness Mileage Reimbursement	3,360	9,869	8,450	7,789
525550 Court Services	1,204	1,051	1,000	1,300
525710 Printing Services	13,045	15,016	14,800	14,962
525735 Mail Services	34,407	35,758	34,157	37,261
525740 Document Disposal Services	2,925	3,428	3,520	5,290
525770 Interpreters and Translators	10,679	8,027	9,554	8,660
525810 Waste to Energy Contract	0	0	50	50
525999 Other Contracted Services	56,831	54,801	63,469	86,529
<b>Contracted Services Total</b>	<b>171,473</b>	<b>201,729</b>	<b>202,889</b>	<b>207,402</b>
<b>Repairs and Maintenance</b>				
526010 Office Equipment Maintenance	2,805	1,977	2,770	600
526030 Building Maintenance	2,661	1,273	1,350	1,650
<b>Repairs and Maintenance Total</b>	<b>5,466</b>	<b>3,249</b>	<b>4,120</b>	<b>2,250</b>

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
DISTRICT ATTORNEY'S OFFICE

<b>100 - General Fund</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Materials and Services</b>				
<b>Rentals</b>				
527100 Vehicle Rental	333	0	0	0
527110 Fleet Leases	8,952	9,132	11,032	11,044
527120 Motor Pool Mileage	14	16	150	50
527130 Parking	184	276	230	90
527140 County Parking	1,650	1,980	1,980	1,980
527240 Condo Assn Assessments	42,949	44,169	48,398	45,313
527300 Equipment Rental	25,455	27,379	24,420	28,084
<b>Rentals Total</b>	<b>79,537</b>	<b>82,952</b>	<b>86,210</b>	<b>86,561</b>
<b>Insurance</b>				
528140 Malpractice Insurance Premiums	8,444	8,866	8,600	10,500
528220 Notary Bonds	240	280	80	120
<b>Insurance Total</b>	<b>8,684</b>	<b>9,146</b>	<b>8,680</b>	<b>10,620</b>
<b>Miscellaneous</b>				
529110 Mileage Reimbursement	12,678	12,441	9,150	9,150
529120 Commercial Travel	1,700	2,404	800	800
529130 Meals	895	749	600	600
529140 Lodging	9,528	8,558	7,946	8,260
529210 Meetings	380	308	300	462
529220 Conferences	7,673	10,840	8,400	9,165
529230 Training	4,430	1,547	5,450	2,350
529300 Dues and Memberships	20,018	26,552	27,437	27,335
529610 Homicide Investigations	3,056	0	5,000	0
529640 Victim Restitution	25	0	0	0
529690 Other Investigations	1,414	2,147	1,600	3,500
529740 Fairs and Shows	0	50	0	0
529910 Awards and Recognition	68	902	200	150
<b>Miscellaneous Total</b>	<b>61,864</b>	<b>66,497</b>	<b>66,883</b>	<b>61,772</b>
<b>Materials and Services Total</b>	<b>440,695</b>	<b>475,591</b>	<b>495,976</b>	<b>489,990</b>
<b>Administrative Charges</b>				
611100 County Admin Allocation	73,143	84,301	93,877	98,397
611210 Facilities Mgt Allocation	108,646	114,112	128,215	125,915
611220 Custodial Allocation	79,079	87,348	94,415	98,375
611230 Courier Allocation	4,091	4,069	4,710	3,123
611250 Risk Management Allocation	20,676	23,675	23,585	18,626
611255 Benefits Allocation	20,318	18,941	20,860	21,130
611260 Human Resources Allocation	69,905	72,354	84,997	85,340
611300 Legal Services Allocation	14,572	16,921	15,288	14,150
611400 Information Tech Allocation	153,987	150,107	159,319	160,662
611410 FIMS Allocation	88,936	106,119	106,790	97,320
611420 Telecommunications Allocation	30,046	28,283	28,795	32,817
611430 Info Tech Direct Charges	33,563	112,814	268,638	285,284
611600 Finance Allocation	82,310	77,377	87,685	98,083
611800 MCBEE Allocation	1,769	6,063	3,911	6,071

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
DISTRICT ATTORNEY'S OFFICE

<b>100 - General Fund</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Administrative Charges</b>				
612100 IT Equipment Use Charges	10,348	11,287	11,170	18,913
614100 Liability Insurance Allocation	56,600	82,300	60,500	46,600
614200 WC Insurance Allocation	19,500	33,700	32,100	28,200
<b>Administrative Charges Total</b>	<b>867,489</b>	<b>1,029,771</b>	<b>1,224,855</b>	<b>1,239,006</b>
<b>General Fund Total</b>	<b>8,070,145</b>	<b>8,570,582</b>	<b>9,421,245</b>	<b>9,503,889</b>
<b>220 - Child Support</b>				
	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Personnel Services</b>				
<b>Salaries and Wages</b>				
511110 Regular Wages	664,402	705,097	886,938	905,153
511120 Temporary Wages	9,326	8,941	15,304	16,580
511130 Vacation Pay	63,779	54,609	0	0
511140 Sick Pay	32,230	39,072	0	0
511150 Holiday Pay	32,341	39,192	0	0
511160 Comp Time Pay	0	11	0	0
511210 Compensation Credits	20,961	23,180	23,484	20,480
511240 Leave Payoff	655	7,326	0	0
511290 Health Insurance Waiver Pay	0	0	0	2,400
<b>Salaries and Wages Total</b>	<b>823,695</b>	<b>877,427</b>	<b>925,726</b>	<b>944,613</b>
<b>Fringe Benefits</b>				
512110 PERS	136,979	145,554	175,711	179,111
512120 401K	9,202	9,914	10,164	10,120
512130 PERS Debt Service	35,553	31,813	45,520	55,683
512200 FICA	61,233	65,228	70,330	71,554
512310 Medical Insurance	200,185	198,418	211,344	204,048
512320 Dental Insurance	21,051	20,095	21,000	20,280
512330 Group Term Life Insurance	1,474	1,566	1,683	1,708
512340 Long Term Disability Insurance	3,494	2,972	3,772	3,828
512400 Unemployment Insurance	3,311	3,255	3,369	3,434
512520 Workers Comp Insurance	374	345	426	426
512600 Wellness Program	561	541	560	560
512610 Employee Assistance Program	403	395	378	378
512700 County HSA Contributions	5,850	5,850	0	4,550
<b>Fringe Benefits Total</b>	<b>479,671</b>	<b>485,945</b>	<b>544,257</b>	<b>555,680</b>
<b>Personnel Services Total</b>	<b>1,303,366</b>	<b>1,363,373</b>	<b>1,469,983</b>	<b>1,500,293</b>
<b>Materials and Services</b>				
<b>Supplies</b>				
521010 Office Supplies	7,289	8,098	6,800	6,800
521050 Janitorial Supplies	349	0	0	0
521070 Departmental Supplies	0	47	0	0
521190 Publications	0	136	250	250
<b>Supplies Total</b>	<b>7,637</b>	<b>8,281</b>	<b>7,050</b>	<b>7,050</b>



MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
DISTRICT ATTORNEY'S OFFICE

<b>220 - Child Support</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Materials and Services</b>				
<b>Materials</b>				
522150 Small Office Equipment	488	74	1,600	600
522170 Computers Non Capital	1,146	661	500	500
522180 Software	26	332	600	1,700
<b>Materials Total</b>	<b>1,660</b>	<b>1,066</b>	<b>2,700</b>	<b>2,800</b>
<b>Communications</b>				
523010 Telephone Equipment	25	0	0	0
523020 Phone and Communication Svcs	9	0	400	400
523040 Data Connections	15	0	0	0
523050 Postage	0	150	250	250
523060 Cellular Phones	668	658	720	720
523090 Long Distance Charges	329	720	400	400
<b>Communications Total</b>	<b>1,046</b>	<b>1,528</b>	<b>1,770</b>	<b>1,770</b>
<b>Utilities</b>				
524010 Electricity	7,558	7,861	8,157	8,883
524020 Street Light Electricity	0	5	5	5
524040 Natural Gas	76	103	73	76
524050 Water	131	149	149	131
524070 Sewer	219	327	327	291
524090 Garbage Disposal and Recycling	480	442	480	491
<b>Utilities Total</b>	<b>8,464</b>	<b>8,888</b>	<b>9,191</b>	<b>9,877</b>
<b>Contracted Services</b>				
525235 Laboratory Services	1,418	1,624	1,500	1,500
525330 Transportation Services	455	0	0	0
525440 Client Assistance	0	260	500	100
525450 Subscription Services	878	914	988	988
525510 Legal Services	0	108	0	0
525540 Witnesses	0	0	100	0
525550 Court Services	1,824	1,319	1,750	1,750
525710 Printing Services	1,803	1,730	2,000	1,500
525735 Mail Services	16,252	14,022	14,000	14,000
525740 Document Disposal Services	850	1,121	800	1,080
525770 Interpreters and Translators	0	0	250	250
525999 Other Contracted Services	5,494	11,261	10,000	10,000
<b>Contracted Services Total</b>	<b>28,974</b>	<b>32,360</b>	<b>31,888</b>	<b>31,168</b>
<b>Repairs and Maintenance</b>				
526010 Office Equipment Maintenance	504	189	1,200	0
526030 Building Maintenance	190	380	500	500
<b>Repairs and Maintenance Total</b>	<b>694</b>	<b>569</b>	<b>1,700</b>	<b>500</b>
<b>Rentals</b>				
527120 Motor Pool Mileage	20	0	100	100
527130 Parking	50	0	100	100
527210 Building Rental Private	330	0	0	0
527240 Condo Assn Assessments	9,333	9,026	9,890	9,890

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
DISTRICT ATTORNEY'S OFFICE

<b>220 - Child Support</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Materials and Services</b>				
527300 Equipment Rental	3,096	965	3,000	5,572
<b>Rentals Total</b>	<b>12,828</b>	<b>9,991</b>	<b>13,090</b>	<b>15,662</b>
<b>Insurance</b>				
528220 Notary Bonds	80	200	120	80
<b>Insurance Total</b>	<b>80</b>	<b>200</b>	<b>120</b>	<b>80</b>
<b>Miscellaneous</b>				
529110 Mileage Reimbursement	556	484	800	788
529120 Commercial Travel	344	0	600	600
529130 Meals	423	0	450	450
529140 Lodging	1,909	854	1,600	1,600
529210 Meetings	15	0	300	300
529220 Conferences	1,740	1,270	2,129	2,129
529300 Dues and Memberships	2,071	1,966	3,500	2,500
529690 Other Investigations	605	782	400	660
529880 Recording Charges	226	288	500	500
529910 Awards and Recognition	0	59	0	0
<b>Miscellaneous Total</b>	<b>7,889</b>	<b>5,703</b>	<b>10,279</b>	<b>9,527</b>
<b>Materials and Services Total</b>	<b>69,273</b>	<b>68,585</b>	<b>77,788</b>	<b>78,434</b>
<b>Administrative Charges</b>				
611100 County Admin Allocation	13,567	15,767	18,130	18,656
611210 Facilities Mgt Allocation	19,307	19,279	21,662	21,273
611220 Custodial Allocation	13,915	14,621	15,822	16,483
611230 Courier Allocation	759	759	912	594
611250 Risk Management Allocation	2,310	1,980	2,318	2,440
611255 Benefits Allocation	3,767	3,532	4,038	4,020
611260 Human Resources Allocation	12,961	13,493	16,453	16,236
611400 Information Tech Allocation	28,709	28,238	30,526	30,588
611410 FIMS Allocation	16,507	19,921	20,568	18,378
611420 Telecommunications Allocation	5,579	5,291	5,556	6,204
611430 Info Tech Direct Charges	6,267	21,218	51,619	53,939
611600 Finance Allocation	14,055	13,757	15,882	16,981
611800 MCBEE Allocation	328	1,138	754	1,146
612100 IT Equipment Use Charges	1,934	2,124	2,134	3,606
614100 Liability Insurance Allocation	4,900	5,900	5,200	6,000
614200 WC Insurance Allocation	3,600	3,800	3,900	3,800
<b>Administrative Charges Total</b>	<b>148,465</b>	<b>170,818</b>	<b>215,474</b>	<b>220,344</b>
<b>Child Support Total</b>	<b>1,521,104</b>	<b>1,602,776</b>	<b>1,763,245</b>	<b>1,799,071</b>
<b>300 - District Attorney Grants</b>				
	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Personnel Services</b>				
<b>Salaries and Wages</b>				
511020 Salaries and Wages Budget Only	0	0	(19,274)	0
511110 Regular Wages	373,180	527,691	669,362	684,954

MARION COUNTY FY 2018-19 BUDGET  
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DISTRICT ATTORNEY'S OFFICE

<b>300 - District Attorney Grants</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Personnel Services</b>				
511120 Temporary Wages	0	8,742	0	0
511130 Vacation Pay	21,289	25,532	0	0
511140 Sick Pay	8,606	20,409	0	0
511150 Holiday Pay	14,929	29,433	0	0
511160 Comp Time Pay	231	1,446	0	0
511210 Compensation Credits	7,369	7,124	7,246	5,740
511220 Pager Pay	500	3,382	0	0
511240 Leave Payoff	0	5,001	0	0
511290 Health Insurance Waiver Pay	86	4,700	4,800	2,400
511410 Straight Pay	202	6	0	0
511420 Premium Pay	0	96	0	0
<b>Salaries and Wages Total</b>	<b>426,392</b>	<b>633,560</b>	<b>662,134</b>	<b>693,094</b>
<b>Fringe Benefits</b>				
512010 Fringe Benefits Budget Only	0	0	(17,552)	0
512110 PERS	56,774	78,687	131,511	133,766
512120 401K	5,337	7,172	8,408	8,794
512130 PERS Debt Service	25,992	37,500	34,071	41,587
512200 FICA	32,056	47,659	51,749	52,729
512310 Medical Insurance	113,800	137,644	150,809	172,499
512320 Dental Insurance	10,975	13,289	14,985	17,145
512330 Group Term Life Insurance	747	1,073	1,259	1,283
512340 Long Term Disability Insurance	1,925	2,268	2,827	2,877
512400 Unemployment Insurance	1,699	2,332	2,522	2,565
512520 Workers Comp Insurance	261	330	346	346
512600 Wellness Program	311	444	479	479
512610 Employee Assistance Program	223	323	324	324
512700 County HSA Contributions	0	1,192	0	1,300
<b>Fringe Benefits Total</b>	<b>250,098</b>	<b>329,912</b>	<b>381,738</b>	<b>435,694</b>
<b>Personnel Services Total</b>	<b>676,491</b>	<b>963,473</b>	<b>1,043,872</b>	<b>1,128,788</b>
<b>Materials and Services</b>				
<b>Supplies</b>				
521010 Office Supplies	429	863	1,460	1,460
521070 Departmental Supplies	1,335	27	4,000	4,000
521190 Publications	0	0	120	120
<b>Supplies Total</b>	<b>1,764</b>	<b>891</b>	<b>5,580</b>	<b>5,580</b>
<b>Materials</b>				
522150 Small Office Equipment	395	0	500	500
522170 Computers Non Capital	0	3,321	0	5,331
522180 Software	0	245	246	246
<b>Materials Total</b>	<b>395</b>	<b>3,567</b>	<b>746</b>	<b>6,077</b>
<b>Communications</b>				
523010 Telephone Equipment	0	0	6,900	6,900
523050 Postage	78	0	0	200

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
DISTRICT ATTORNEY'S OFFICE

<b>300 - District Attorney Grants</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Materials and Services</b>				
523060 Cellular Phones	0	0	2,640	2,640
<b>Communications Total</b>	<b>78</b>	<b>0</b>	<b>9,540</b>	<b>9,740</b>
<b>Utilities</b>				
524010 Electricity	2,707	2,815	2,922	3,182
524020 Street Light Electricity	0	2	2	2
524040 Natural Gas	27	37	26	27
524050 Water	47	53	54	47
524070 Sewer	79	117	117	104
524090 Garbage Disposal and Recycling	150	218	172	176
<b>Utilities Total</b>	<b>3,011</b>	<b>3,242</b>	<b>3,293</b>	<b>3,538</b>
<b>Contracted Services</b>				
525440 Client Assistance	0	1,096	0	0
525540 Witnesses	6,600	10,418	17,000	21,000
525560 Victim Emergency Services	5,828	13,021	15,553	12,000
525710 Printing Services	0	0	300	300
525770 Interpreters and Translators	211	0	600	500
525999 Other Contracted Services	0	0	55,210	0
<b>Contracted Services Total</b>	<b>12,639</b>	<b>24,535</b>	<b>88,663</b>	<b>33,800</b>
<b>Rentals</b>				
527130 Parking	315	50	250	200
527240 Condo Assn Assessments	3,343	3,233	3,543	3,317
<b>Rentals Total</b>	<b>3,658</b>	<b>3,283</b>	<b>3,793</b>	<b>3,517</b>
<b>Miscellaneous</b>				
529110 Mileage Reimbursement	113	0	280	280
529120 Commercial Travel	1,482	1,260	10,029	6,691
529130 Meals	1,890	390	2,700	2,700
529140 Lodging	4,280	3,413	5,000	3,200
529210 Meetings	113	0	0	0
529220 Conferences	1,215	4,186	6,000	2,000
529230 Training	3,927	4,646	26,300	17,300
529300 Dues and Memberships	300	675	1,000	1,000
529620 Narcotics Investigations	0	0	4,796	3,596
529740 Fairs and Shows	60	44	200	200
529910 Awards and Recognition	467	507	750	750
<b>Miscellaneous Total</b>	<b>13,848</b>	<b>15,121</b>	<b>57,055</b>	<b>37,717</b>
<b>Materials and Services Total</b>	<b>35,392</b>	<b>50,638</b>	<b>168,670</b>	<b>99,969</b>
<b>Administrative Charges</b>				
611100 County Admin Allocation	7,713	8,302	13,153	14,274
611210 Facilities Mgt Allocation	15,368	15,347	17,244	16,934
611220 Custodial Allocation	11,077	11,638	12,595	13,121
611230 Courier Allocation	424	397	639	433
611250 Risk Management Allocation	1,521	1,306	3,082	5,677

MARION COUNTY FY 2018-19 BUDGET  
 BY DEPARTMENT  
 DISTRICT ATTORNEY'S OFFICE

<b>300 - District Attorney Grants</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Administrative Charges</b>				
611255 Benefits Allocation	2,105	1,844	2,831	2,933
611260 Human Resources Allocation	7,242	7,045	11,531	11,843
611400 Information Tech Allocation	16,517	14,928	23,233	24,408
611410 FIMS Allocation	9,590	10,594	15,536	14,835
611420 Telecommunications Allocation	3,254	2,828	4,203	5,025
611430 Info Tech Direct Charges	3,639	11,344	39,188	43,338
611600 Finance Allocation	10,471	7,385	15,045	18,823
611800 MCBEE Allocation	191	606	569	926
612100 IT Equipment Use Charges	1,105	1,129	1,636	2,857
614100 Liability Insurance Allocation	3,200	4,000	4,000	4,900
614200 WC Insurance Allocation	2,400	2,400	8,100	17,900
<b>Administrative Charges Total</b>	<b>95,817</b>	<b>101,093</b>	<b>172,585</b>	<b>198,227</b>
<b>Contingency</b>				
571010 Contingency	0	0	244,473	101,964
<b>Contingency Total</b>	<b>0</b>	<b>0</b>	<b>244,473</b>	<b>101,964</b>
<b>District Attorney Grants Total</b>	<b>807,700</b>	<b>1,115,204</b>	<b>1,629,600</b>	<b>1,528,948</b>
District Attorney's Office Grand Total	10,398,949	11,288,561	12,814,090	12,831,908

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
JUSTICE COURT

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# 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 2018-19 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 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
General Fund Transfers	776,950	809,893	913,943	1,001,279	9.6%
<b>TOTAL RESOURCES</b>	<b>776,950</b>	<b>809,893</b>	<b>913,943</b>	<b>1,001,279</b>	<b>9.6%</b>
<b>REQUIREMENTS</b>					
Personnel Services					
Salaries and Wages	344,429	345,836	383,441	388,285	1.3%
Fringe Benefits	216,408	217,870	264,667	272,138	2.8%
<b>Total Personnel Services</b>	<b>560,837</b>	<b>563,706</b>	<b>648,108</b>	<b>660,423</b>	<b>1.9%</b>
Materials and Services					
Supplies	8,277	6,604	8,650	6,650	-23.1%
Materials	2,295	3,207	1,500	1,500	0.0%
Communications	4,505	5,031	3,870	4,204	8.6%
Utilities	8,875	8,757	9,900	10,200	3.0%
Contracted Services	12,462	27,877	21,675	27,955	29.0%
Repairs and Maintenance	1,293	1,511	2,000	3,500	75.0%
Rentals	71,677	72,705	76,022	78,440	3.2%
Insurance	100	100	100	100	0.0%
Miscellaneous	3,396	2,535	6,585	7,585	15.2%
<b>Total Materials and Services</b>	<b>112,879</b>	<b>128,327</b>	<b>130,302</b>	<b>140,134</b>	<b>7.5%</b>
Administrative Charges	103,234	117,860	135,533	200,722	48.1%
<b>TOTAL REQUIREMENTS</b>	<b>776,950</b>	<b>809,893</b>	<b>913,943</b>	<b>1,001,279</b>	<b>9.6%</b>
<b>FTE</b>	8.00	8.00	8.00	8.00	0.0%

MARION COUNTY FY 2018-19 BUDGET  
 BY DEPARTMENT  
 JUSTICE COURT

<b>FUNDS</b>					
Fund Name	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	% of Total
<b>RESOURCES</b>					
FND 100 General Fund	776,950	809,893	913,943	1,001,279	100.0%
<b>TOTAL RESOURCES</b>	<b>776,950</b>	<b>809,893</b>	<b>913,943</b>	<b>1,001,279</b>	<b>100.0%</b>
<b>REQUIREMENTS</b>					
FND 100 General Fund	776,950	809,893	913,943	1,001,279	100.0%
<b>TOTAL REQUIREMENTS</b>	<b>776,950</b>	<b>809,893</b>	<b>913,943</b>	<b>1,001,279</b>	<b>100.0%</b>
<b>PROGRAMS</b>					
	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Marion County Justice Court	776,950	809,893	913,943	1,001,279	9.6%
<b>TOTAL RESOURCES</b>	<b>776,950</b>	<b>809,893</b>	<b>913,943</b>	<b>1,001,279</b>	<b>9.6%</b>
<b>REQUIREMENTS</b>					
Marion County Justice Court	776,950	809,893	913,943	1,001,279	9.6%
<b>TOTAL REQUIREMENTS</b>	<b>776,950</b>	<b>809,893</b>	<b>913,943</b>	<b>1,001,279</b>	<b>9.6%</b>



MARION COUNTY FY 2018-19 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 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
General Fund Transfers	776,950	809,893	913,943	1,001,279	9.6%
<b>TOTAL RESOURCES</b>	<b>776,950</b>	<b>809,893</b>	<b>913,943</b>	<b>1,001,279</b>	<b>9.6%</b>
<b>REQUIREMENTS</b>					
Personnel Services	560,837	563,706	648,108	660,423	1.9%
Materials and Services	112,879	128,327	130,302	140,134	7.5%
Administrative Charges	103,234	117,860	135,533	200,722	48.1%
<b>TOTAL REQUIREMENTS</b>	<b>776,950</b>	<b>809,893</b>	<b>913,943</b>	<b>1,001,279</b>	<b>9.6%</b>
<b>FTE</b>	8.00	8.00	8.00	8.00	0.0%

**FTE By Position Title By Program**

<b>Program: Marion County Justice Court</b>	
Position Title	FTE
Department Specialist 2	4.00
Department Specialist 2 (Bilingual)	1.00
Department Specialist 3	1.00
Justice of the Peace	1.00
Office Manager	1.00
<b>Program Marion County Justice Court FTE Total:</b>	<b>8.00</b>

**Marion County Justice Court Program Budget Justification**

**REQUIREMENTS**

The Justice Court has added a bilingual element to one of the clerk's position. We have a number of Spanish speaking clients who need assistance at the window or on the phone. We are now able to provide that assistance.

Materials and Services increased with the addition of a new court security process including a scanner and security personnel to oversee the process.

There are minor shifts between line items in Administrative Services. Administrative charges are allocated to programs in conformity to an overall county cost allocation plan. The charges reflect the program's use of various types of central service departments' services.

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
JUSTICE COURT

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**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. The staff is currently working on inputting cases prior to that date as time allows. They are also working on archiving and shredding older cases. The open cases are scan and saved into the paperless system called ORMS Oregon Records Management Solution.

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
JUSTICE COURT

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**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

<b>CY 2015 Actual</b>	<b>CY 2016 Actual</b>	<b>CY 2017 Actual</b>	<b>CY 2018 Estimate</b>	<b>CY 2019 Estimate</b>
18,616	20,816	20,783	20,000	20,000

**Explanation of Trends and Changes**

The number of citations processed by the court have remain 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.

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
JUSTICE COURT

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**# 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

<b>CY 2015 Actual</b>	<b>CY 2016 Actual</b>	<b>CY 2017 Actual</b>	<b>CY 2018 Estimate</b>	<b>CY 2019 Estimate</b>
\$3,911,687	\$4,192,836	\$4,244,000	\$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 2018-19 BUDGET  
 BY DEPARTMENT  
 JUSTICE COURT

**Resources by Fund Detail**

<b>100 - General Fund</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>General Fund Transfers</b>				
381100 Transfer from General Fund	776,950	809,893	913,943	1,001,279
General Fund Transfers Total	<b>776,950</b>	<b>809,893</b>	<b>913,943</b>	<b>1,001,279</b>
General Fund Total	<b>776,950</b>	<b>809,893</b>	<b>913,943</b>	<b>1,001,279</b>
Justice Court Grand Total	776,950	809,893	913,943	1,001,279

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
JUSTICE COURT

**Requirements by Fund Detail**

<b>100 - General Fund</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Personnel Services</b>				
<b>Salaries and Wages</b>				
511110 Regular Wages	269,991	288,916	366,957	374,473
511120 Temporary Wages	13,765	2,058	0	0
511130 Vacation Pay	15,673	16,121	0	0
511140 Sick Pay	17,617	9,831	0	0
511150 Holiday Pay	12,340	14,063	0	0
511160 Comp Time Pay	1,273	830	0	0
511180 Differential Pay	341	283	0	0
511210 Compensation Credits	11,353	11,572	10,184	10,512
511240 Leave Payoff	0	191	0	0
511270 Leadworker Pay	132	135	0	0
511280 Cell Phone Pay	181	181	300	300
511420 Premium Pay	1,764	1,656	6,000	3,000
<b>Salaries and Wages Total</b>	<b>344,429</b>	<b>345,836</b>	<b>383,441</b>	<b>388,285</b>
<b>Fringe Benefits</b>				
512110 PERS	53,865	49,122	72,788	74,303
512120 401K	8,558	8,671	8,692	8,904
512130 PERS Debt Service	15,366	12,791	18,857	23,098
512200 FICA	25,778	25,867	28,528	29,037
512310 Medical Insurance	98,601	106,984	119,510	122,952
512320 Dental Insurance	10,226	10,523	11,875	9,360
512330 Group Term Life Insurance	559	636	692	704
512340 Long Term Disability Insurance	1,420	1,325	1,553	1,579
512400 Unemployment Insurance	1,369	1,275	1,396	1,425
512520 Workers Comp Insurance	207	194	240	240
512600 Wellness Program	267	278	320	320
512610 Employee Assistance Program	192	203	216	216
<b>Fringe Benefits Total</b>	<b>216,408</b>	<b>217,870</b>	<b>264,667</b>	<b>272,138</b>
<b>Personnel Services Total</b>	<b>560,837</b>	<b>563,706</b>	<b>648,108</b>	<b>660,423</b>
<b>Materials and Services</b>				
<b>Supplies</b>				
521010 Office Supplies	7,627	6,604	8,000	6,000
521190 Publications	650	0	650	650
<b>Supplies Total</b>	<b>8,277</b>	<b>6,604</b>	<b>8,650</b>	<b>6,650</b>
<b>Materials</b>				
522150 Small Office Equipment	0	3,207	1,500	1,500
522160 Small Departmental Equipment	2,295	0	0	0
<b>Materials Total</b>	<b>2,295</b>	<b>3,207</b>	<b>1,500</b>	<b>1,500</b>
<b>Communications</b>				
523015 Video Security Equipment	120	0	0	0
523020 Phone and Communication Svcs	253	418	200	200
523040 Data Connections	2,110	2,098	2,110	2,110
523050 Postage	1,351	1,800	1,500	1,200

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
JUSTICE COURT

<b>100 - General Fund</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Materials and Services</b>				
523060 Cellular Phones	620	658	0	624
523090 Long Distance Charges	51	57	60	70
<b>Communications Total</b>	<b>4,505</b>	<b>5,031</b>	<b>3,870</b>	<b>4,204</b>
<b>Utilities</b>				
524010 Electricity	6,082	5,934	6,600	6,600
524040 Natural Gas	2,427	2,238	2,700	3,000
524090 Garbage Disposal and Recycling	366	585	600	600
<b>Utilities Total</b>	<b>8,875</b>	<b>8,757</b>	<b>9,900</b>	<b>10,200</b>
<b>Contracted Services</b>				
525175 Temporary Staffing	0	9,339	0	0
525350 Janitorial Services	4,706	4,344	4,600	4,600
525540 Witnesses	0	0	95	95
525555 Security Services	20	240	240	7,620
525710 Printing Services	0	954	1,250	700
525735 Mail Services	1,372	1,368	1,250	1,000
525740 Document Disposal Services	460	832	1,300	1,000
525770 Interpreters and Translators	5,533	5,870	6,500	6,500
525999 Other Contracted Services	370	4,929	6,440	6,440
<b>Contracted Services Total</b>	<b>12,462</b>	<b>27,877</b>	<b>21,675</b>	<b>27,955</b>
<b>Repairs and Maintenance</b>				
526011 Dept Equipment Maintenance	0	0	0	1,500
526030 Building Maintenance	1,293	1,511	2,000	2,000
<b>Repairs and Maintenance Total</b>	<b>1,293</b>	<b>1,511</b>	<b>2,000</b>	<b>3,500</b>
<b>Rentals</b>				
527120 Motor Pool Mileage	161	90	500	500
527210 Building Rental Private	71,261	72,435	73,522	75,440
527300 Equipment Rental	254	179	2,000	2,500
<b>Rentals Total</b>	<b>71,677</b>	<b>72,705</b>	<b>76,022</b>	<b>78,440</b>
<b>Insurance</b>				
528210 Public Official Bonds	100	100	100	100
<b>Insurance Total</b>	<b>100</b>	<b>100</b>	<b>100</b>	<b>100</b>
<b>Miscellaneous</b>				
529110 Mileage Reimbursement	0	335	400	700
529130 Meals	0	116	200	300
529140 Lodging	1,390	302	3,000	3,000
529210 Meetings	46	0	200	200
529220 Conferences	1,510	855	2,000	2,000
529230 Training	0	300	60	60
529300 Dues and Memberships	450	543	725	1,325
529650 Pre Employment Costs	0	85	0	0
<b>Miscellaneous Total</b>	<b>3,396</b>	<b>2,535</b>	<b>6,585</b>	<b>7,585</b>
<b>Materials and Services Total</b>	<b>112,879</b>	<b>128,327</b>	<b>130,302</b>	<b>140,134</b>

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
JUSTICE COURT

<b>100 - General Fund</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Administrative Charges</b>				
611100 County Admin Allocation	8,376	9,362	10,293	10,461
611230 Courier Allocation	481	479	551	362
611250 Risk Management Allocation	1,195	898	1,044	1,070
611255 Benefits Allocation	2,391	2,232	2,439	2,451
611260 Human Resources Allocation	8,229	8,526	9,941	9,900
611300 Legal Services Allocation	1,367	1,538	2,260	1,623
611400 Information Tech Allocation	24,331	25,651	27,976	31,977
611410 FIMS Allocation	9,817	10,914	10,757	9,243
611420 Telecommunications Allocation	2,789	5,520	6,812	5,955
611430 Info Tech Direct Charges	10,514	23,949	36,214	97,277
611600 Finance Allocation	27,092	21,510	20,475	21,580
611800 MCBEE Allocation	195	624	394	577
612100 IT Equipment Use Charges	2,057	2,257	2,277	3,946
614100 Liability Insurance Allocation	2,500	2,700	2,400	2,700
614200 WC Insurance Allocation	1,900	1,700	1,700	1,600
<b>Administrative Charges Total</b>	<b>103,234</b>	<b>117,860</b>	<b>135,533</b>	<b>200,722</b>
<b>General Fund Total</b>	<b>776,950</b>	<b>809,893</b>	<b>913,943</b>	<b>1,001,279</b>
<b>Justice Court Grand Total</b>	<b>776,950</b>	<b>809,893</b>	<b>913,943</b>	<b>1,001,279</b>



MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
JUSTICE COURT

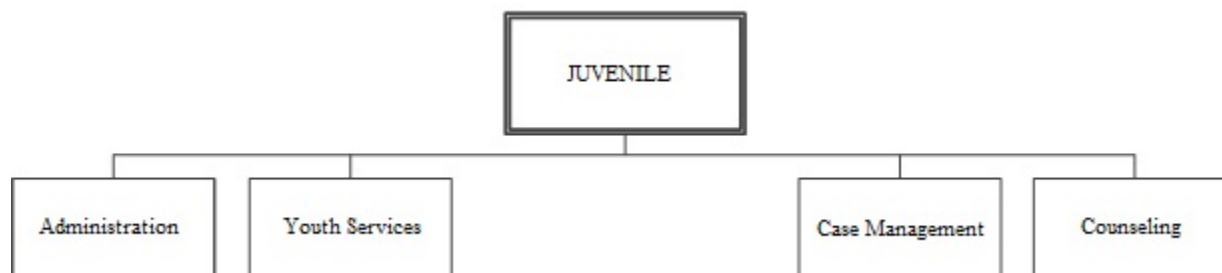
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MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
JUVENILE

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# 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 Identify ways in which the use of Juvenile Justice Information System (JJIS) can be expanded 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 Review every program for evidence-based or promising practices, principles, or effective interventions for criminogenic risk reduction and youth positive behavior change.
  - Objective 3 Ensure fidelity through direct reviews of groups, practices, and programs with skilled trainers, clinical oversight, and support.
  - Objective 4 Establish a Training Advisory Committee that includes employees from a variety of programs and positions to ensure implementation of effective practices. This includes training that is practical and incorporates interactive and transferable training concepts that support successful implementation of services.

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
JUVENILE

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- 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 the partnership with mental health services to access wraparound support for the entire family.
  - Objective 2 Create a department mindset that will focus on intervention and services for every youth that will address the goals, objectives, and actions within the youth's case plan and be consistently reinforced by every program, intervention, and service, allowing the youth to practice and build competencies.
  - Objective 3 Continue to increase resources to address significant substance abuse and dual diagnosis issues among the youth we serve.
  - Objective 4 Fully implement the new Equip program and support the Cavazos Initiative with referrals, focusing on the reduction of higher-risk youth being placed out-of-home or in an Oregon Youth Authority (OYA) placement, including a youth correctional facility.
- Goal 4 Ensure equitable access and fair treatment of all youth.
- Objective 1 Develop strategies to reduce disproportionality of diverse populations at decision points in partner and campus programs.
  - 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 Implement the decisions made through the Evidence Based Decision Making Training (attended by multiple juvenile partners) to ensure that they are executed in a manner that positively impacts disproportionality, youth needs, and criminogenic risk.
- Goal 5 Increase the educational and vocational success of youth and skill development for career employment readiness.
- Objective 1 Continue to develop more 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 more 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 Explore expansion of current work capacity opportunities for youth, differing types of skills and jobs, and community partnerships.
  - Objective 2 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.

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
JUVENILE

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- Objective 3 Maximize collection of Title IV-E reimbursement funds and evaluate opportunities to increase revenue.
- Objective 4 Complete planning and construction of new Juvenile Department administrative building and ensure that the layout enhances and supports the partnerships and operations of effective service delivery.

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
JUVENILE

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**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, or 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 2018-19 BUDGET  
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JUVENILE

**RESOURCE AND REQUIREMENT SUMMARY**

Juvenile	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Intergovernmental Federal	516,155	483,438	436,086	429,800	-1.4%
Intergovernmental State	1,081,439	1,102,287	1,110,450	1,178,177	6.1%
Charges for Services	828,891	796,666	975,104	785,853	-19.4%
Interest	154	1,749	0	0	n.a.
Other Revenues	9,175	4,528	4,400	4,000	-9.1%
General Fund Transfers	10,697,342	10,695,968	11,424,209	12,311,321	7.8%
Other Fund Transfers	175,000	150,000	151,505	148,962	-1.7%
Net Working Capital	290,621	566,795	1,001,382	869,302	-13.2%
<b>TOTAL RESOURCES</b>	<b>13,598,778</b>	<b>13,801,433</b>	<b>15,103,136</b>	<b>15,727,415</b>	<b>4.1%</b>
<b>REQUIREMENTS</b>					
Personnel Services					
Salaries and Wages	6,549,175	6,522,463	7,222,271	7,437,787	3.0%
Fringe Benefits	3,493,245	3,439,838	3,983,052	4,118,682	3.4%
<b>Total Personnel Services</b>	<b>10,042,420</b>	<b>9,962,301</b>	<b>11,205,323</b>	<b>11,556,469</b>	<b>3.1%</b>
Materials and Services					
Supplies	145,220	149,181	164,893	165,201	0.2%
Materials	153,006	149,888	140,139	138,314	-1.3%
Communications	25,306	24,507	22,613	36,602	61.9%
Utilities	189,391	197,202	189,444	195,204	3.0%
Contracted Services	551,146	407,355	615,256	534,620	-13.1%
Repairs and Maintenance	59,089	50,024	55,482	65,746	18.5%
Rentals	85,382	89,287	87,114	93,772	7.6%
Insurance	4,212	2,465	4,724	3,084	-34.7%
Miscellaneous	231,910	202,997	195,550	217,689	11.3%
<b>Total Materials and Services</b>	<b>1,444,662</b>	<b>1,272,907</b>	<b>1,475,215</b>	<b>1,450,232</b>	<b>-1.7%</b>
Administrative Charges	1,492,083	1,564,842	1,644,664	1,840,398	11.9%
Transfers Out	52,818	0	92,660	19,243	-79.2%
Contingency	0	0	685,274	347,637	-49.3%
Ending Fund Balance	0	0	0	513,436	n.a.
<b>TOTAL REQUIREMENTS</b>	<b>13,031,982</b>	<b>12,800,051</b>	<b>15,103,136</b>	<b>15,727,415</b>	<b>4.1%</b>
<b>FTE</b>	103.68	105.10	107.60	107.21	-0.4%

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
JUVENILE

<b>FUNDS</b>					
Fund Name	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	% of Total
<b>RESOURCES</b>					
FND 100 General Fund	9,789,796	9,772,098	10,421,494	12,232,477	77.8%
FND 125 Juvenile Grants	3,808,981	4,029,335	4,681,642	3,494,938	22.2%
<b>TOTAL RESOURCES</b>	<b>13,598,778</b>	<b>13,801,433</b>	<b>15,103,136</b>	<b>15,727,415</b>	<b>100.0%</b>
<b>REQUIREMENTS</b>					
FND 100 General Fund	9,789,796	9,772,098	10,421,494	12,232,477	77.8%
FND 125 Juvenile Grants	3,242,186	3,027,953	4,681,642	3,494,938	22.2%
<b>TOTAL REQUIREMENTS</b>	<b>13,031,982</b>	<b>12,800,051</b>	<b>15,103,136</b>	<b>15,727,415</b>	<b>100.0%</b>

<b>PROGRAMS</b>					
	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Juvenile Case Management	4,334,570	4,801,304	5,072,224	5,247,498	3.5%
Juvenile Youth Services	6,896,147	6,885,825	7,488,272	7,935,150	6.0%
Juvenile Counseling	677,576	460,306	834,494	840,226	0.7%
JU Administration	1,690,485	1,653,997	1,708,146	1,704,541	-0.2%
<b>TOTAL RESOURCES</b>	<b>13,598,778</b>	<b>13,801,433</b>	<b>15,103,136</b>	<b>15,727,415</b>	<b>4.1%</b>
<b>REQUIREMENTS</b>					
Juvenile Case Management	3,826,974	3,926,750	5,072,224	5,247,498	3.5%
Juvenile Youth Services	6,860,426	6,782,077	7,488,272	7,935,150	6.0%
Juvenile Counseling	677,576	460,306	834,494	840,226	0.7%
JU Administration	1,667,007	1,630,918	1,708,146	1,704,541	-0.2%
<b>TOTAL REQUIREMENTS</b>	<b>13,031,982</b>	<b>12,800,051</b>	<b>15,103,136</b>	<b>15,727,415</b>	<b>4.1%</b>

MARION COUNTY FY 2018-19 BUDGET  
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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 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Intergovernmental Federal	513,004	479,238	67,224	106,045	57.7%
Intergovernmental State	218,774	225,782	240,864	240,863	0.0%
Charges for Services	50,681	44,412	43,691	40,700	-6.8%
General Fund Transfers	3,469,190	3,523,115	3,814,814	3,930,544	3.0%
Other Fund Transfers	25,182	21,161	31,078	101,556	226.8%
Net Working Capital	57,738	507,596	874,553	827,790	-5.3%
<b>TOTAL RESOURCES</b>	<b>4,334,570</b>	<b>4,801,304</b>	<b>5,072,224</b>	<b>5,247,498</b>	<b>3.5%</b>
<b>REQUIREMENTS</b>					
Personnel Services	3,202,579	3,246,353	3,596,017	3,709,889	3.2%
Materials and Services	139,486	140,452	148,591	185,545	24.9%
Administrative Charges	484,910	539,945	549,682	587,167	6.8%
Transfers Out	0	0	92,660	0	-100.0%
Contingency	0	0	685,274	251,461	-63.3%
Ending Fund Balance	0	0	0	513,436	n.a.
<b>TOTAL REQUIREMENTS</b>	<b>3,826,974</b>	<b>3,926,750</b>	<b>5,072,224</b>	<b>5,247,498</b>	<b>3.5%</b>
<b>FTE</b>	<b>32.37</b>	<b>33.32</b>	<b>33.82</b>	<b>33.82</b>	<b>0.0%</b>



MARION COUNTY FY 2018-19 BUDGET  
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**FTE By Position Title By Program**

<b>Program: Juvenile Case Management</b>	
<b>Position Title</b>	<b>FTE</b>
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
Management Analyst 2	0.50
<b>Program Juvenile Case Management FTE Total:</b>	<b>33.82</b>

- In addition to the above there are 0.50 FTE temporary positions.

**Juvenile Case Management Program Budget Justification**

**RESOURCES**

There is an increase of \$38,821 in Intergovernmental Federal resources from Title IV-E Reimbursement. Title IV-E is a federal program that provides funding through the Social Security Act. The program provides fiscal reimbursement for services the Juvenile Department provides through our Juvenile Probation Services and Guaranteed Attendance Program.

There is a decrease of \$2,991 in Charges for Services, from a decline in probation fees collected.

There is a net increase of \$115,730 in General Fund revenue. This includes two decision packages; \$3,800 for bullet resistive vests for Probation Officers and \$11,859 for cell phones for Probation Officers, Family Support Specialists, and Educational Advocates.

There is an increase of \$70,478 in Other Fund Transfers. This is from a realignment of Criminal Justice Assessment revenue from the Youth Services Program to this program.

There is a decrease of \$46,763 in Net Working Capital. This is from a decrease of \$13,626 in Title IV-E Reimbursement and \$33,137 decrease in probation fees.

**REQUIREMENTS**

There is an increase of \$113,872 in Personnel Services. The increase is attributed to normal step and COLA increases.

There is a total increase of \$36,954 in Materials and Services.

This includes two decision package for five bullet resistive vests for Probation Officers in the amount of \$3,800 and a decision package to fund cell phones for use by Probation Officers, Family Support Specialists, and Educational Advocates for \$11,859. There is an increase of \$18,939 in Miscellaneous. This is from an increase in the amount paid to the State of Oregon and Justice Benefits, Inc. for processing Title IV-E revenue.

There is an increase of \$37,485 in Administrative Charges. Administrative charges are allocated to programs in conformity with an overall county cost allocation plan.

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**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 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Intergovernmental Federal	3,151	4,200	96,455	70,926	-26.5%
Intergovernmental State	862,665	876,505	869,586	937,314	7.8%
Charges for Services	712,208	752,145	931,413	745,153	-20.0%
Other Revenues	5,122	249	0	0	n.a.
General Fund Transfers	5,054,182	5,088,166	5,364,676	6,111,325	13.9%
Other Fund Transfers	85,916	128,839	122,393	47,406	-61.3%
Net Working Capital	172,904	35,722	103,749	23,026	-77.8%
<b>TOTAL RESOURCES</b>	<b>6,896,147</b>	<b>6,885,825</b>	<b>7,488,272</b>	<b>7,935,150</b>	<b>6.0%</b>
<b>REQUIREMENTS</b>					
Personnel Services	5,311,327	5,336,056	5,891,445	6,120,773	3.9%
Materials and Services	785,158	664,069	790,749	755,383	-4.5%
Administrative Charges	733,083	781,952	806,078	962,818	19.4%
Transfers Out	30,859	0	0	0	n.a.
Contingency	0	0	0	96,176	n.a.
<b>TOTAL REQUIREMENTS</b>	<b>6,860,426</b>	<b>6,782,077</b>	<b>7,488,272</b>	<b>7,935,150</b>	<b>6.0%</b>
<b>FTE</b>	55.67	56.72	58.60	58.21	-0.7%

MARION COUNTY FY 2018-19 BUDGET  
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**FTE By Position Title By Program**

<b>Program: Juvenile Youth Services</b>	
<b>Position Title</b>	<b>FTE</b>
Alternative Program Worker 2	6.00
Alternative Program Worker 2 (Bilingual)	2.49
Alternative Program Worker 3	5.00
Assistant Juvenile Supervisor	3.00
Department Specialist 2	1.00
Department Specialist 2 (Bilingual)	1.00
Department Specialist 3	1.00
Department Specialist 3 (Bilingual)	1.00
GAP Case Manager	1.00
GAP Case Manager (Bilingual)	1.00
Group Worker 2	23.25
Group Worker 2 (Bilingual)	7.00
Group Worker 2 (Job Share)	1.00
Group Worker 3	1.00
Juvenile Detention Supervisor	1.00
Juvenile Program Supervisor	2.00
Program Van Driver	0.47
<b>Program Juvenile Youth Services FTE Total:</b>	<b>58.21</b>

- In addition to the above there are 9.60 FTE temporary positions.

*FTE Changes*

There is a decrease of 0.39 FTE in this program. This is from a decrease of 0.51 FTE Alternative Programs Worker 2 and an increase of 0.12 FTE GAP Case Manager.

**Juvenile Youth Services Program Budget Justification**

**RESOURCES**

There is a decrease of \$25,529 in Federal revenue. This federal revenue funds the School Nutrition Program (SNP) and is funded by the United States Department of Agricultural (USDA). It partially funds the food services program that feeds the youth in Detention and Guaranteed Attendance Program (GAP). The reduction is caused by a change made in youth's eligibility requirements by the USDA that affected Alternative Programs youth so that they are no longer used in the calculations to receive reimbursement.

There is an increase of \$67,728 in State revenue. This is from the Juvenile Crime Prevention Basic and Diversion agreement with Oregon Youth Authority that supports GAP. FY 17-18 is the first year of a biennial allocation.

There is an overall decrease in Charges for Services mostly due to reclassifying \$226,895 of the following General Fund revenues from the Juvenile Department to Non-Departmental: styrofoam recycling, wood and compost sales, and work crew fees. The decrease was off-set by an increase in General Fund Transfers by the same amount.

General Fund Transfers increased by \$746,649, due to the following: 1) reclassifying general fund revenues of \$226,895 from Charges for Services and 2) increase in Alternative Programs due to the reclassification of personnel from the Juvenile Grants Fund to the General Fund.

MARION COUNTY FY 2018-19 BUDGET  
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There is a decrease of \$74,987 in Other Fund Transfers. This is largely from a realignment of resources in Criminal Justice Assessment revenue that was used in this program and is now used by the Case Management Program.

REQUIREMENTS

There is an increase of \$229,328 in Personnel Services. The increase is attributed to normal step and COLA increases.

There is a net decrease of \$35,366 in Materials and Services. Increases include \$9,070 in Supplies, primarily from increased costs of EPI pens. Decreases include \$39,073 in Contracted Services, primarily from lower costs in food and nursing contracts.

There is an increase of \$156,740 in Administrative Charges. Administrative charges are allocated to programs in conformity with an overall county cost allocation plan.

The Juvenile Department is purchasing two vehicles through the Non-Departmental General Fund Program. The vehicles are a mini-van and a truck to be used by Alternative Programs.

MARION COUNTY FY 2018-19 BUDGET  
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**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 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Intergovernmental Federal	0	0	272,407	252,829	-7.2%
Charges for Services	65,858	0	0	0	n.a.
General Fund Transfers	611,718	460,306	562,087	587,397	4.5%
<b>TOTAL RESOURCES</b>	<b>677,576</b>	<b>460,306</b>	<b>834,494</b>	<b>840,226</b>	<b>0.7%</b>
<b>REQUIREMENTS</b>					
Personnel Services	550,031	375,340	646,498	674,328	4.3%
Materials and Services	36,590	18,232	92,965	45,971	-50.6%
Administrative Charges	90,955	66,733	95,031	100,684	5.9%
Transfers Out	0	0	0	19,243	n.a.
<b>TOTAL REQUIREMENTS</b>	<b>677,576</b>	<b>460,306</b>	<b>834,494</b>	<b>840,226</b>	<b>0.7%</b>
<b>FTE</b>	6.14	6.07	6.19	6.19	0.0%

**FTE By Position Title By Program**

<b>Program: Juvenile Counseling</b>	
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	3.00
<b>Program Juvenile Counseling FTE Total:</b>	<b>6.19</b>

**Juvenile Counseling Program Budget Justification**

**RESOURCES**

There is a decrease of \$19,578 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. This reduction is from a decrease in start-up costs budgeted in FY 2017-18.

MARION COUNTY FY 2018-19 BUDGET  
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REQUIREMENTS

There is an increase of \$27,830 in Personnel Services. This is attributed to step increases and fringe benefit cost increases.

There is a decrease of \$46,994 in Materials and Services, notably a \$49,100 decrease in other contracted services. This was caused by completion of a \$50,000 contract with Social Finance in FY 2017-18 and a new \$5,200 contract with University of Oregon in FY 2018-19, along with small decreases in other contracts. Social Finance tracked the outcomes and data of the Equip program and assisted in service modifications to increase success. The University of Oregon will work 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 \$19,243 in Transfers Out is a transfer to the Fleet Management Fund for an additional mid-size sedan for the Equip program.

MARION COUNTY FY 2018-19 BUDGET  
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**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 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Charges for Services	143	109	0	0	n.a.
Interest	154	1,749	0	0	n.a.
Other Revenues	4,054	4,279	4,400	4,000	-9.1%
General Fund Transfers	1,562,253	1,624,381	1,682,632	1,682,055	0.0%
Other Fund Transfers	63,902	0	(1,966)	0	-100.0%
Net Working Capital	59,979	23,478	23,080	18,486	-19.9%
<b>TOTAL RESOURCES</b>	<b>1,690,485</b>	<b>1,653,997</b>	<b>1,708,146</b>	<b>1,704,541</b>	<b>-0.2%</b>
<b>REQUIREMENTS</b>					
Personnel Services	978,484	1,004,552	1,071,363	1,051,479	-1.9%
Materials and Services	483,428	450,154	442,910	463,333	4.6%
Administrative Charges	183,136	176,212	193,873	189,729	-2.1%
Transfers Out	21,959	0	0	0	n.a.
<b>TOTAL REQUIREMENTS</b>	<b>1,667,007</b>	<b>1,630,918</b>	<b>1,708,146</b>	<b>1,704,541</b>	<b>-0.2%</b>
<b>FTE</b>	<b>9.50</b>	<b>9.00</b>	<b>9.00</b>	<b>9.00</b>	<b>0.0%</b>

**FTE By Position Title By Program**

<b>Program: JU Administration</b>	
<b>Position Title</b>	<b>FTE</b>
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
Management Analyst 2	1.00
Office Manager	1.00
Records Specialist	2.00
<b>Program JU Administration FTE Total:</b>	<b>9.00</b>

- In addition to the above there is 0.90 FTE temp position that is also budgeted.

MARION COUNTY FY 2018-19 BUDGET  
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**JU Administration Program Budget Justification**

RESOURCES

There are no significant changes in Administration's Resources.

REQUIREMENTS

There is a decrease of \$19,884 in Personnel Services. The Director and Deputy Director retired in FY 2017-18 causing a reduction in the cost of these positions.

There is a total increase of \$20,423 in Material and Services. This includes a \$32,000 decision package for increased medical oversight of medical services at the Juvenile Department. There is a \$12,558 increase in Repairs and Maintenance, from increases in building maintenance for the department.



MARION COUNTY FY 2018-19 BUDGET  
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**KEY DEPARTMENT ACCOMPLISHMENTS**

- Mid-Valley Wellness Recovery Action Plan (WRAP) facilitated by Children's Behavioral Health (CBH) is fully functional in the Juvenile Department and providing supportive services to identified youth. As a result of this success, we have been able to focus on streamlining WRAP processes and rapid mental health and substance assessments in detention, incorporating developmental disabilities in our conversations/planning and learning the complexities of assessment and services, and discuss ideas to further identify and properly route youth to the most appropriate services in Marion County's menu of services. Implemented scanned release of information into Juvenile Justice Information System (JJIS) so the communication is expedited between the Detention Mental Health Specialists and Probation Officers.
- The department hired a 0.50 FTE Title IV-E Management Analyst. The analyst is responsible for monitoring compliance, developing training, coaching, communicating with Department of Health and Human Services and the contractor to ensure all documentation is accurate and complete. Staff are evaluating every youth for inclusion criteria resulting in an increase in eligible youth year to year since inception. The department is evaluating additional positions for inclusion in the Title-IV E administrative pool.
- Increased Effective Practices in Community Supervision (EPICS) delivery numbers in FY 2017-18. Preliminary data indicates a possible correlation in a reduction in both recidivism and parole violations with youth. The department is continuing to increase the number of EPICS sessions with higher risk youth to see if the increased sessions continue to support the trend in impacts.
- The Juvenile Department tracks twelve month recidivism for all youth with a criminal referral within the calendar year, which is the statewide county juvenile department measure. Additionally, we track recidivism rates for youth following termination of probation. Our 12 month criminal referral recidivism dropped 8 percentage points going from 32% in 2015 to 24% in 2016. The statewide average in 2016 is 27.7%. Rates of recidivism for the youth with completed probation orders are down slightly from last year going from 12% to 11%.
- Collaborated with the District Attorney's (DA) office, to have the DA completely assume Victim Notification/Engagement and restitution determination through a series of pilot processes that went well in every stage. This removes Probation Officers from having to balance the victim's needs against the youth offender's needs, which is a very difficult path to navigate.
- Evaluated the parenting tool, Collaborative Problem Solving, to increase the available evidence-based services to help increase parenting skills.
- Created a new vocational opportunity for youth through the purchase of a wood milling machine that will allow for the production of commercial-grade lumber and better processing of wood for widgets and building projects.
- Increased advertising for the Fresh Start Market through the addition of a Facebook page, Instagram, selling of wood products on Etsy, and numerous appearances on local radio programming.
- The Guaranteed Attendance Program (GAP) successfully reclassified two positions to Case Manager positions. This created better support for youth in the program by allowing each youth to have a specific staff that supports their progress, goals, and case planning needs throughout their program stay, in addition to being a support of parents and transition. One of the positions was identified as bilingual and has been a tremendous resource in eliminating language barriers with our Latino families and youth.
- Continued expansion, through partnering with the Oregon Department of Education, to allow more Juvenile Department youth access to online credit recovery, as well as, established alternative programs to qualify as elective credits toward high school graduation.

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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 2015 Actual	CY 2016 Actual	CY 2017 Actual	CY 2018 Estimate	CY 2019 Estimate
3398	3002	2904	2643	2448

Referral Count:

CY 2015 Actual	CY 2016 Actual	CY 2017 Actual	CY 2018 Estimate	CY 2019 Estimate
2253	2201	1907	1722	1586

Unduplicated Youth Count:

CY 2015 Actual	CY 2016 Actual	CY 2017 Actual	CY 2018 Estimate	CY 2019 Estimate
1350	1234	1181	1064	969

Youth Supervised by Juvenile Department:0 Diversion/Informal Sanctions

CY 2015 Actual	CY 2016 Actual	CY 2017 Actual	CY 2018 Estimate	CY 2019 Estimate
575	519	449	392	344

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Youth Supervised by Juvenile Department: Formal Accountability Agreement

CY 2015 Actual	CY 2016 Actual	CY 2017 Actual	CY 2018 Estimate	CY 2019 Estimate
358	286	275	243	214

Youth Supervised by Juvenile Department: Probation

CY 2015 Actual	CY 2016 Actual	CY 2017 Actual	CY 2018 Estimate	CY 2019 Estimate
523	534	514	509	497

**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.

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**# 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 2014 Actual	CY 2015 Actual	CY 2016 Actual	CY 2017 Actual	CY 2018 Estimate
967	926	842	809	726

No subsequent referrals:

CY 2014 Actual	CY 2015 Actual	CY 2016 Actual	CY 2017 Actual	CY 2018 Estimate
675 - 70%	630 - 68%	637 - 76%	577 - 71% Estimate	522 - 72%

Subsequent referrals:

CY 2014 Actual	CY 2015 Actual	CY 2016 Actual	CY 2017 Actual	CY 2018 Estimate
292 - 30%	296 - 32%	205 - 24%	232 - 29% Estimate	147 - 28%

Number of Juveniles ended probation:

CY 2014 Actual	CY 2015 Actual	CY 2016 Actual	CY 2017 Actual	CY 2018 Estimate
179	168	246	194 Estimate	140

Juveniles ended probation no subsequent referrals:

CY 2014 Actual	CY 2015 Actual	CY 2016 Actual	CY 2017 Actual	CY 2018 Estimate
167 - 93.3%	147 - 87.5%	219 - 89%	174 - 90% Estimate	124 - 89%

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Juveniles ended probation subsequent referrals:

<b>CY 2014 Actual</b>	<b>CY 2015 Actual</b>	<b>CY 2016 Actual</b>	<b>CY 2017 Actual</b>	<b>CY 2018 Estimate</b>
12 - 6.7%	21 - 12.5%	27 - 11%	18 - 10% Estimate	14 - 11%

**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. Due to the nature of measuring recidivism, reports will always be a year behind as a youth receives a referral in 2016 but the follow-up time is 12 months after that referral, meaning we cannot have complete data until the next year is complete. The overall total criminal referral recidivism is from 32% to 24% between 2015 and 2016. The rate of recidivism for youth who are terminated from Probation shows that very few of these youth receive a new criminal referral within the subsequent 12 months.

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**# 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.

Juveniles:

CY 2014 Actual	CY 2015 Actual	CY 2016 Actual	CY 2017 Actual	CY 2018 Estimate
967	926	842	809	726

Chronic:

CY 2014 Actual	CY 2015 Actual	CY 2016 Actual	CY 2017 Actual	CY 2018 Estimate
53 -5.5%	61 - 6.6%	45 - 5%	40 - 5%	36 - 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.

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**# 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 2015 Actual	CY 2016 Actual	CY 2017 Actual	CY 2018 Estimate	CY 2019 Estimate
71	95	69	92	88

Dollars owed:

CY 2015 Actual	CY 2016 Actual	CY 2017 Actual	CY 2018 Estimate	CY 2019 Estimate
\$75,570	\$97,801	\$62,006	\$64,836	\$70,240

Dollars paid:

CY 2015 Actual	CY 2016 Actual	CY 2017 Actual	CY 2018 Estimate	CY 2019 Estimate
\$51,537	\$70,341	\$50,526	\$51,869	\$56,192

Percentage:

CY 2015 Actual	CY 2016 Actual	CY 2017 Actual	CY 2018 Estimate	CY 2019 Estimate
68%	72%	81.5%	80%	80%

Money judgment:

CY 2015 Actual	CY 2016 Actual	CY 2017 Actual	CY 2018 Estimate	CY 2019 Estimate
\$23,878	\$27,206	\$11,480	\$12,967	\$14,048

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Percentage:

CY 2015 Actual	CY 2016 Actual	CY 2017 Actual	CY 2018 Estimate	CY 2019 Estimate
31.6%	28%	18.5%	20%	20%

Number of youth closed with outstanding restitution:

CY 2015 Actual	CY 2016 Actual	CY 2017 Actual	CY 2018 Estimate	CY 2019 Estimate
9	10	5	7	8

Percentage of youth who paid full restitution:

CY 2015 Actual	CY 2016 Actual	CY 2017 Actual	CY 2018 Estimate	CY 2019 Estimate
87%	89%	93%	92%	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 2015 Actual	CY 2016 Actual	CY 2017 Actual	CY 2018 Estimate	CY 2019 Estimate
\$67,882	\$59,517	\$50,171	\$54,844	\$54,844

**Explanation of Trends and Changes**

A low-risk work crew was created 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. 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**

<b>100 - General Fund</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Charges for Services</b>				
341840 Work Crew Fees	0	0	0	0
341952 Styrofoam Recycling	0	0	0	0
341955 Wood and Compost Sales	0	0	0	0
<b>Charges for Services Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>General Fund Transfers</b>				
381100 Transfer from General Fund	9,789,796	9,772,098	10,421,494	12,232,477
<b>General Fund Transfers Total</b>	<b>9,789,796</b>	<b>9,772,098</b>	<b>10,421,494</b>	<b>12,232,477</b>
<b>General Fund Total</b>	<b>9,789,796</b>	<b>9,772,098</b>	<b>10,421,494</b>	<b>12,232,477</b>
<b>125 - Juvenile Grants</b>				
	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Intergovernmental Federal</b>				
331222 Oregon Housing Community Svcs	3,151	4,200	3,500	4,200
331224 USDA Child Nutrition Cluster	0	0	92,955	66,726
331234 DHS Title IV E Reimbursement	513,004	479,238	339,631	358,874
<b>Intergovernmental Federal Total</b>	<b>516,155</b>	<b>483,438</b>	<b>436,086</b>	<b>429,800</b>
<b>Intergovernmental State</b>				
332990 Other State Revenues	1,081,439	1,102,287	1,110,450	1,178,177
<b>Intergovernmental State Total</b>	<b>1,081,439</b>	<b>1,102,287</b>	<b>1,110,450</b>	<b>1,178,177</b>
<b>Charges for Services</b>				
341232 Insurance Fees	765	1,706	0	0
341240 Food Service Fees	3,124	3,575	3,200	3,700
341370 Medicaid Fees	376,578	369,872	472,319	521,453
341700 Victim Assistance Fees	2,527	1,903	2,891	2,200
341701 Children Assistance Fees	0	0	0	14,000
341710 Juvenile Probation Fees	40,789	37,124	36,000	18,500
341711 Juvenile Probation Fees FAA	3,689	3,220	2,300	6,000
341712 Juvenile Probation Fees MIP	3,820	2,275	2,500	0
341840 Work Crew Fees	132,961	114,826	141,144	0
341950 Retail Sales	230,906	236,954	230,427	220,000
341955 Wood and Compost Sales	0	0	50,428	0
341999 Other Fees	33,731	25,212	33,895	0
<b>Charges for Services Total</b>	<b>828,891</b>	<b>796,666</b>	<b>975,104</b>	<b>785,853</b>
<b>Interest</b>				
361000 Investment Earnings	154	1,749	0	0
<b>Interest Total</b>	<b>154</b>	<b>1,749</b>	<b>0</b>	<b>0</b>
<b>Other Revenues</b>				
371000 Miscellaneous Income	5,116	250	0	0
372000 Over and Short	(1)	(1)	0	0
373100 Special Program Donations	4,061	4,279	4,400	4,000
<b>Other Revenues Total</b>	<b>9,175</b>	<b>4,528</b>	<b>4,400</b>	<b>4,000</b>

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<b>125 - Juvenile Grants</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>General Fund Transfers</b>				
381100 Transfer from General Fund	907,545	923,870	1,002,715	78,844
General Fund Transfers Total	<b>907,545</b>	<b>923,870</b>	<b>1,002,715</b>	<b>78,844</b>
<b>Other Fund Transfers</b>				
381185 Transfer from Criminal Justice	175,000	150,000	151,505	148,962
Other Fund Transfers Total	<b>175,000</b>	<b>150,000</b>	<b>151,505</b>	<b>148,962</b>
<b>Net Working Capital</b>				
392000 Net Working Capital Unrestr	290,621	566,795	1,001,382	869,302
Net Working Capital Total	<b>290,621</b>	<b>566,795</b>	<b>1,001,382</b>	<b>869,302</b>
Juvenile Grants Total	<b>3,808,982</b>	<b>4,029,335</b>	<b>4,681,642</b>	<b>3,494,938</b>
Juvenile Grand Total	13,598,778	13,801,433	15,103,136	15,727,415

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**Requirements by Fund Detail**

<b>100 - General Fund</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Personnel Services</b>				
<b>Salaries and Wages</b>				
511020 Salaries and Wages Budget Only	0	0	(21,200)	0
511110 Regular Wages	3,715,080	3,684,615	4,705,575	5,465,306
511120 Temporary Wages	234,689	236,382	287,045	411,498
511130 Vacation Pay	264,939	262,823	0	0
511140 Sick Pay	170,173	163,871	0	0
511150 Holiday Pay	206,680	223,761	0	0
511160 Comp Time Pay	129,616	145,870	80,164	82,221
511180 Differential Pay	6,991	6,164	10,817	11,812
511210 Compensation Credits	135,088	126,614	118,538	117,423
511240 Leave Payoff	31,334	43,850	49,789	60,513
511280 Cell Phone Pay	1,803	3,171	3,705	2,861
511290 Health Insurance Waiver Pay	7,088	7,800	9,600	14,400
511410 Straight Pay	8	0	0	0
511420 Premium Pay	38,430	46,788	80,164	82,221
511450 Premium Pay Temps	6,277	2,500	0	0
<b>Salaries and Wages Total</b>	<b>4,948,195</b>	<b>4,954,208</b>	<b>5,324,197</b>	<b>6,248,255</b>
<b>Fringe Benefits</b>				
512010 Fringe Benefits Budget Only	0	0	(7,066)	0
512110 PERS	752,692	732,842	932,905	1,080,248
512120 401K	33,355	34,620	35,376	35,078
512130 PERS Debt Service	252,325	244,829	241,685	335,835
512200 FICA	374,059	373,774	390,353	458,258
512310 Medical Insurance	1,001,949	1,003,806	1,105,581	1,272,475
512320 Dental Insurance	99,668	99,532	108,480	126,469
512330 Group Term Life Insurance	7,959	7,817	8,813	10,063
512340 Long Term Disability Insurance	20,057	15,945	19,749	22,555
512400 Unemployment Insurance	19,785	18,275	17,878	20,715
512520 Workers Comp Insurance	2,418	2,159	2,540	3,002
512600 Wellness Program	2,909	2,823	3,093	3,483
512610 Employee Assistance Program	2,089	2,061	2,090	2,353
512700 County HSA Contributions	12,012	9,212	0	11,050
<b>Fringe Benefits Total</b>	<b>2,581,277</b>	<b>2,547,694</b>	<b>2,861,477</b>	<b>3,381,584</b>
<b>Personnel Services Total</b>	<b>7,529,472</b>	<b>7,501,902</b>	<b>8,185,674</b>	<b>9,629,839</b>
<b>Materials and Services</b>				
<b>Supplies</b>				
521010 Office Supplies	13,351	14,143	13,550	13,250
521030 Field Supplies	11,248	20,309	18,650	13,900
521040 Institutional Supplies	20,469	18,509	18,600	18,750
521050 Janitorial Supplies	8,285	7,265	7,810	7,810
521070 Departmental Supplies	10,522	12,910	6,010	6,110
521080 Food Supplies	30,815	32,864	2,500	1,875
521090 Uniforms and Clothing	1,566	3,146	2,600	2,600

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<b>100 - General Fund</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Materials and Services</b>				
521100 Medical Supplies	6,002	4,471	4,730	9,710
521110 First Aid Supplies	1,001	539	495	495
521140 Vaccines	0	0	660	220
521170 Educational Supplies	2,331	1,623	1,650	954
521190 Publications	285	240	885	885
521210 Gasoline	16,823	16,207	18,000	18,000
521220 Diesel	7,776	7,165	8,000	8,000
521230 Propane	83	138	70	130
521240 Automotive Supplies	529	1,489	600	600
521300 Safety Clothing	3,189	1,695	2,200	2,200
521310 Safety Equipment	1,012	1,021	700	700
<b>Supplies Total</b>	135,287	143,736	107,710	106,189
<b>Materials</b>				
522020 Crushed Rock	742	1,361	500	500
522080 Building Materials	727	1,343	1,000	1,000
522100 Parts	9,668	8,098	10,000	10,000
522140 Small Tools	2,321	953	800	1,200
522150 Small Office Equipment	1,122	3,794	2,300	1,925
522160 Small Departmental Equipment	17,041	33,815	17,200	14,800
522170 Computers Non Capital	2,105	3,922	2,000	2,000
522180 Software	365	7,843	3,315	5,065
522500 Materials for Resale	0	0	0	3,000
<b>Materials Total</b>	34,091	61,129	37,115	39,490
<b>Communications</b>				
523010 Telephone Equipment	1,047	1,209	1,100	1,000
523015 Video Security Equipment	0	267	0	0
523020 Phone and Communication Svcs	327	528	170	350
523040 Data Connections	1,731	907	480	480
523050 Postage	93	2	100	50
523060 Cellular Phones	12,833	13,452	13,673	24,992
523090 Long Distance Charges	2,444	2,288	2,272	2,442
523100 Radios and Accessories	5,996	461	400	400
<b>Communications Total</b>	24,472	19,114	18,195	29,714
<b>Utilities</b>				
524010 Electricity	110,134	118,310	111,608	119,220
524020 Street Light Electricity	2,305	2,327	2,280	2,338
524040 Natural Gas	30,287	32,941	32,156	32,022
524050 Water	5,732	3,664	4,332	3,115
524070 Sewer	15,381	12,861	13,416	10,732
524090 Garbage Disposal and Recycling	13,841	16,341	14,552	15,577
<b>Utilities Total</b>	177,680	186,443	178,344	183,004
<b>Contracted Services</b>				
525110 Consulting Services	31,763	13,758	25,000	21,000
525155 Credit Card Fees	2	113	0	0

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<b>100 - General Fund</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Materials and Services</b>				
525210 Medical Services	234,751	182,444	267,266	262,120
525211 Psychiatric Services	0	1,941	0	0
525235 Laboratory Services	6,257	7,802	6,200	3,000
525261 Social Services	(346)	0	0	0
525320 Food Services	140,933	110,570	416	416
525330 Transportation Services	8,577	1,670	3,975	1,825
525340 Counseling and Mentoring Svcs	3,200	0	0	0
525345 Youth Stipends	0	0	0	36,000
525350 Janitorial Services	250	250	450	450
525360 Public Works Services	0	11	0	0
525440 Client Assistance	105	978	300	300
525450 Subscription Services	264	277	0	277
525550 Court Services	20	90	0	0
525555 Security Services	1,530	1,682	1,760	1,880
525710 Printing Services	1,083	859	895	925
525715 Advertising	0	250	0	0
525735 Mail Services	3,652	3,407	3,700	3,700
525740 Document Disposal Services	4,387	5,270	5,200	5,200
525770 Interpreters and Translators	1,712	1,182	1,960	1,100
525870 Hazardous Waste Disposal	113	131	110	110
525999 Other Contracted Services	7,444	8,604	12,223	12,223
<b>Contracted Services Total</b>	<b>445,697</b>	<b>341,287</b>	<b>329,455</b>	<b>350,526</b>
<b>Repairs and Maintenance</b>				
526011 Dept Equipment Maintenance	7,268	7,536	8,100	8,100
526012 Vehicle Maintenance	12,133	6,135	12,000	12,000
526014 Radio Maintenance	199	254	1,000	400
526020 Computer Hardware Maintenance	310	0	0	2,706
526021 Computer Software Maintenance	0	0	2,500	0
526030 Building Maintenance	25,370	29,025	25,382	37,940
526040 Remodels and Site Improvements	3,571	2,740	3,000	3,000
526050 Grounds Maintenance	377	2,337	500	500
<b>Repairs and Maintenance Total</b>	<b>49,229</b>	<b>48,027</b>	<b>52,482</b>	<b>64,646</b>
<b>Rentals</b>				
527110 Fleet Leases	66,475	66,535	64,644	66,792
527120 Motor Pool Mileage	1,280	2,216	1,300	3,130
527130 Parking	140	112	140	100
527140 County Parking	660	660	660	660
527300 Equipment Rental	16,722	19,670	20,262	19,658
<b>Rentals Total</b>	<b>85,278</b>	<b>89,193</b>	<b>87,006</b>	<b>90,340</b>
<b>Insurance</b>				
528110 Liability Insurance Premiums	0	1,598	2,524	2,524
528120 WC Insurance Premiums	2,502	0	1,600	0
528220 Notary Bonds	511	392	600	560

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
JUVENILE

<b>100 - General Fund</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Materials and Services</b>				
528410 Liability Claims	1,200	475	0	0
<b>Insurance Total</b>	<b>4,212</b>	<b>2,465</b>	<b>4,724</b>	<b>3,084</b>
<b>Miscellaneous</b>				
529120 Commercial Travel	875	25	800	800
529130 Meals	900	949	1,000	1,050
529140 Lodging	8,104	2,162	5,000	5,000
529210 Meetings	1,619	3,056	1,880	1,800
529220 Conferences	475	400	0	0
529230 Training	20,042	40,001	20,000	23,200
529300 Dues and Memberships	8,252	8,569	8,250	8,250
529640 Victim Restitution	0	0	0	74,000
529650 Pre Employment Costs	31,556	33,862	25,000	25,000
529740 Fairs and Shows	0	341	0	0
529820 Vehicle Registration	93	0	0	0
529840 Professional Licenses	150	158	150	150
529850 Device Licenses	0	0	150	150
529860 Permits	470	927	550	550
529999 Miscellaneous Expense	0	1,017	0	0
<b>Miscellaneous Total</b>	<b>72,534</b>	<b>91,466</b>	<b>62,780</b>	<b>139,950</b>
<b>Materials and Services Total</b>	<b>1,028,481</b>	<b>982,861</b>	<b>877,811</b>	<b>1,006,943</b>
<b>Administrative Charges</b>				
611100 County Admin Allocation	87,239	101,537	112,295	129,890
611210 Facilities Mgt Allocation	272,462	272,069	305,697	300,676
611220 Custodial Allocation	87,747	91,813	100,343	104,530
611230 Courier Allocation	5,013	4,991	5,675	4,303
611250 Risk Management Allocation	24,778	21,307	29,289	29,781
611255 Benefits Allocation	24,893	23,232	25,136	29,112
611260 Human Resources Allocation	85,642	88,745	102,417	117,577
611300 Legal Services Allocation	33,704	33,252	34,444	32,201
611400 Information Tech Allocation	167,533	180,186	189,513	239,570
611410 FIMS Allocation	102,382	124,976	126,599	121,904
611420 Telecommunications Allocation	26,793	28,603	29,229	37,283
611430 Info Tech Direct Charges	89,365	78,781	38,106	163,376
611600 Finance Allocation	117,362	110,835	124,264	125,700
611800 MCBEE Allocation	2,036	7,140	4,635	7,604
612100 IT Equipment Use Charges	13,694	15,468	15,367	32,588
614100 Liability Insurance Allocation	42,000	48,500	44,000	52,100
614200 WC Insurance Allocation	49,200	55,900	71,000	67,500
<b>Administrative Charges Total</b>	<b>1,231,843</b>	<b>1,287,335</b>	<b>1,358,009</b>	<b>1,595,695</b>
<b>General Fund Total</b>	<b>9,789,796</b>	<b>9,772,098</b>	<b>10,421,494</b>	<b>12,232,477</b>

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
JUVENILE

<b>125 - Juvenile Grants</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Personnel Services</b>				
<b>Salaries and Wages</b>				
511020 Salaries and Wages Budget Only	0	0	7,159	0
511110 Regular Wages	1,203,132	1,192,011	1,738,298	1,130,773
511120 Temporary Wages	93,874	80,548	122,456	0
511130 Vacation Pay	84,138	77,231	0	0
511140 Sick Pay	59,779	44,649	0	0
511150 Holiday Pay	70,336	78,615	0	0
511160 Comp Time Pay	22,157	24,754	0	15,227
511180 Differential Pay	5,437	5,819	0	5,607
511210 Compensation Credits	33,641	31,261	29,753	22,366
511240 Leave Payoff	7,967	10,285	0	0
511290 Health Insurance Waiver Pay	1,186	814	0	0
511420 Premium Pay	19,328	22,214	408	15,559
511450 Premium Pay Temps	5	56	0	0
<b>Salaries and Wages Total</b>	<b>1,600,980</b>	<b>1,568,256</b>	<b>1,898,074</b>	<b>1,189,532</b>
<b>Fringe Benefits</b>				
512010 Fringe Benefits Budget Only	0	0	2,387	0
512110 PERS	232,778	226,729	340,876	221,862
512130 PERS Debt Service	94,502	89,032	88,403	69,191
512200 FICA	121,250	117,971	144,181	87,903
512310 Medical Insurance	401,078	401,236	478,241	312,821
512320 Dental Insurance	40,898	38,905	47,520	31,091
512330 Group Term Life Insurance	2,624	2,588	3,196	2,076
512340 Long Term Disability Insurance	6,655	5,361	7,164	4,657
512400 Unemployment Insurance	6,403	5,765	6,539	4,270
512520 Workers Comp Insurance	926	801	1,079	592
512600 Wellness Program	1,114	1,069	1,187	797
512610 Employee Assistance Program	800	781	802	538
512700 County HSA Contributions	2,938	1,906	0	1,300
<b>Fringe Benefits Total</b>	<b>911,968</b>	<b>892,143</b>	<b>1,121,575</b>	<b>737,098</b>
<b>Personnel Services Total</b>	<b>2,512,948</b>	<b>2,460,399</b>	<b>3,019,649</b>	<b>1,926,630</b>
<b>Materials and Services</b>				
<b>Supplies</b>				
521010 Office Supplies	623	236	1,300	1,300
521040 Institutional Supplies	558	369	850	850
521050 Janitorial Supplies	1,976	1,377	2,000	2,000
521070 Departmental Supplies	4,275	1,193	1,553	880
521080 Food Supplies	526	294	27,800	32,570
521090 Uniforms and Clothing	760	0	900	900
521100 Medical Supplies	0	0	10	10
521110 First Aid Supplies	0	0	40	40
521170 Educational Supplies	1,214	1,976	22,730	20,462
<b>Supplies Total</b>	<b>9,932</b>	<b>5,446</b>	<b>57,183</b>	<b>59,012</b>

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
JUVENILE

125 - Juvenile Grants	Actual FY 15-16	Actual FY 16-17	Budget FY 17-18	Proposed FY 18-19
<b>Materials and Services</b>				
<b>Materials</b>				
522080 Building Materials	0	70	0	0
522140 Small Tools	5,053	0	0	0
522150 Small Office Equipment	0	69	5,750	4,750
522160 Small Departmental Equipment	22,086	361	1,000	1,000
522170 Computers Non Capital	2,367	8,595	3,500	3,500
522180 Software	0	718	200	0
522500 Materials for Resale	89,410	78,945	92,574	89,574
<b>Materials Total</b>	118,915	88,759	103,024	98,824
<b>Communications</b>				
523020 Phone and Communication Svcs	144	0	350	350
523040 Data Connections	689	5,393	4,068	6,538
<b>Communications Total</b>	834	5,393	4,418	6,888
<b>Utilities</b>				
524010 Electricity	8,358	7,254	7,500	8,200
524040 Natural Gas	1,404	1,546	1,800	2,400
524050 Water	1,609	1,959	1,800	1,600
524090 Garbage Disposal and Recycling	340	0	0	0
<b>Utilities Total</b>	11,711	10,759	11,100	12,200
<b>Contracted Services</b>				
525155 Credit Card Fees	7,402	6,300	7,700	8,500
525156 Bank Services	15	0	0	0
525211 Psychiatric Services	3,210	5,939	3,600	3,000
525235 Laboratory Services	0	30	0	0
525320 Food Services	360	0	144,000	113,000
525330 Transportation Services	2,384	2,697	5,500	4,500
525340 Counseling and Mentoring Svcs	865	1,058	19,803	18,803
525345 Youth Stipends	44,107	36,081	36,000	0
525440 Client Assistance	4,888	3,385	10,690	19,861
525515 Polygraph Services	6,592	8,890	6,000	5,500
525560 Victim Emergency Services	0	0	1,778	5,000
525710 Printing Services	704	1,028	0	0
525715 Advertising	1,673	659	730	730
525999 Other Contracted Services	33,250	0	50,000	5,200
<b>Contracted Services Total</b>	105,449	66,067	285,801	184,094
<b>Repairs and Maintenance</b>				
526010 Office Equipment Maintenance	0	0	0	600
526011 Dept Equipment Maintenance	1,912	1,157	2,500	0
526020 Computer Hardware Maintenance	45	0	0	0
526021 Computer Software Maintenance	630	840	500	500
526030 Building Maintenance	1,054	0	0	0



MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
JUVENILE

<b>125 - Juvenile Grants</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Materials and Services</b>				
526040 Remodels and Site Improvements	6,219	0	0	0
<b>Repairs and Maintenance Total</b>	<b>9,860</b>	<b>1,997</b>	<b>3,000</b>	<b>1,100</b>
<b>Rentals</b>				
527110 Fleet Leases	0	0	0	3,324
527300 Equipment Rental	104	94	108	108
<b>Rentals Total</b>	<b>104</b>	<b>94</b>	<b>108</b>	<b>3,432</b>
<b>Miscellaneous</b>				
529120 Commercial Travel	1,700	0	0	0
529140 Lodging	915	0	0	0
529210 Meetings	1,972	0	0	0
529220 Conferences	860	0	0	0
529230 Training	2,723	130	300	300
529590 Special Programs Other	83,038	55,873	58,270	77,239
529640 Victim Restitution	67,681	55,428	74,000	0
529860 Permits	236	0	200	200
529999 Miscellaneous Expense	250	100	0	0
<b>Miscellaneous Total</b>	<b>159,376</b>	<b>111,532</b>	<b>132,770</b>	<b>77,739</b>
<b>Materials and Services Total</b>	<b>416,181</b>	<b>290,046</b>	<b>597,404</b>	<b>443,289</b>
<b>Administrative Charges</b>				
611100 County Admin Allocation	29,923	34,667	38,563	27,857
611230 Courier Allocation	1,735	1,709	1,944	870
611250 Risk Management Allocation	3,260	2,877	3,974	2,615
611255 Benefits Allocation	8,617	7,952	8,609	5,885
611260 Human Resources Allocation	29,645	30,374	35,080	23,773
611400 Information Tech Allocation	56,703	61,468	65,239	55,143
611410 FIMS Allocation	34,677	42,536	43,613	28,065
611420 Telecommunications Allocation	9,086	9,717	10,049	8,562
611430 Info Tech Direct Charges	30,327	26,890	13,243	37,726
611600 Finance Allocation	38,942	37,509	43,844	34,472
611800 MCBEE Allocation	689	2,430	1,597	1,751
612100 IT Equipment Use Charges	4,636	5,278	5,300	7,484
614100 Liability Insurance Allocation	4,900	6,000	5,300	4,200
614200 WC Insurance Allocation	7,100	8,100	10,300	6,300
<b>Administrative Charges Total</b>	<b>260,240</b>	<b>277,507</b>	<b>286,655</b>	<b>244,703</b>
<b>Transfers Out</b>				
561480 Xfer to Capital Impr Projects	21,959	0	92,660	0
561595 Transfer to Fleet Management	30,859	0	0	19,243
<b>Transfers Out Total</b>	<b>52,818</b>	<b>0</b>	<b>92,660</b>	<b>19,243</b>
<b>Contingency</b>				
571010 Contingency	0	0	685,274	347,637
<b>Contingency Total</b>	<b>0</b>	<b>0</b>	<b>685,274</b>	<b>347,637</b>

MARION COUNTY FY 2018-19 BUDGET  
 BY DEPARTMENT  
 JUVENILE

<b>125 - Juvenile Grants</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Ending Fund Balance</b>				
573010 Unapprop Ending Fund Balance	0	0	0	513,436
Ending Fund Balance Total	<b>0</b>	<b>0</b>	<b>0</b>	<b>513,436</b>
Juvenile Grants Total	<b>3,242,186</b>	<b>3,027,953</b>	<b>4,681,642</b>	<b>3,494,938</b>
Juvenile Grand Total	13,031,982	12,800,051	15,103,136	15,727,415

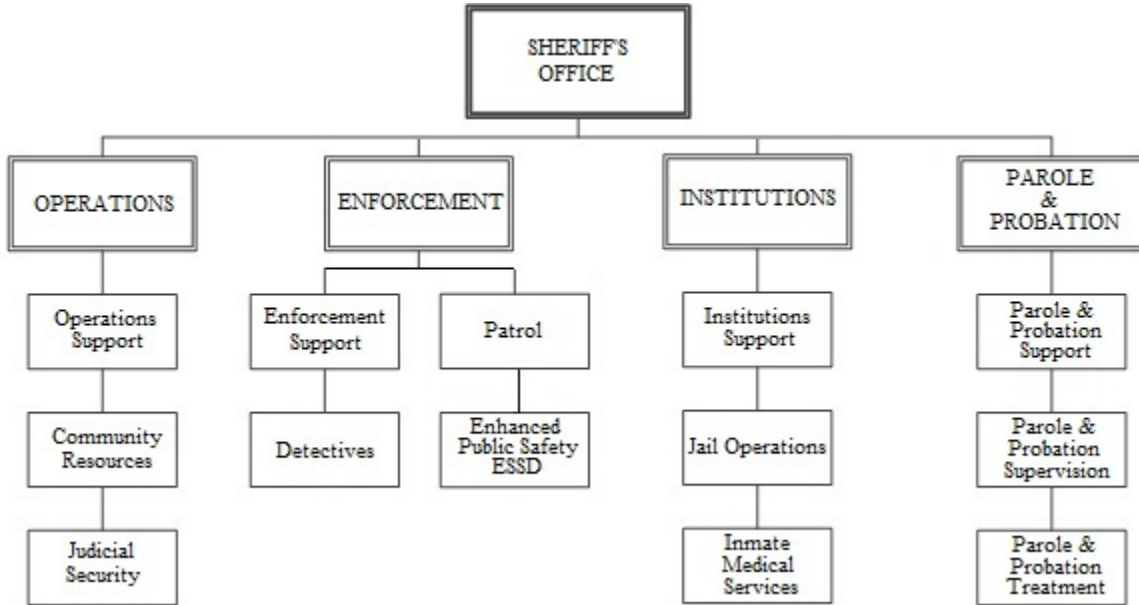
MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
JUVENILE

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MARION COUNTY FY 2018-19 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 work/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 2018-19 BUDGET  
BY DEPARTMENT  
SHERIFF'S OFFICE

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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 2018-19 BUDGET  
BY DEPARTMENT  
SHERIFF'S OFFICE

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## 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.

The Operations Division is responsible for judicial security (court security), civil process/service, criminal records entry, concealed handgun permits, code enforcement, crime prevention, public information/social media management, and all administrative functions including payroll, human resources, recruitment, training and certification, budget management, purchasing and contracts, grant management, property control, and policy and procedures.

The Enforcement Division serves a population base of approximately 339,200 (2017 Census Estimate--Portland State University, Population Research Center) of which approximately 93,315 are residents who live in rural areas, unincorporated cities (census designated places such as Four Corners, Hayesville, Brooks, etc.), and another 9,453 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 various law enforcement contracts.

The Institutions Division is responsible for operating the jail, with a current budgeted capacity of 415 beds, and a transition center currently at a budgeted capacity of 144 beds. The division is responsible for fingerprinting, photographing, and processing all offenders who are arrested and brought to the jail by the various law enforcement agencies operating within Marion County. In 2017, there were 16,417 offenders booked into the jail. In 2016, there were 14,908 (as compared to 14,193 in 2015) offenders booked into the jail.

The jail facility houses pre-trial and sentenced/sanctioned 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 various levels of offenders that range from unclassified to maximum security. The jail provides services to inmates with special needs such as medical, mental health, 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 2,153 total offenders sent to the transition center in 2017 a decrease of 193 from 2016. The work crews completed 47,757 hours of work and 2,376 additional hours of donated labor to help the community (up 5,733 and down 5,005 respectively from 2016). The transition center plays a major role in holding offenders accountable and preparing them to transition back into the community through various programs including drug/alcohol treatment services.

The Parole and Probation Division is responsible for reintegration and supervision of clients located within county boundaries. Marion County is currently responsible for the supervision of approximately 3,327 clients, with an additional 1,850 clients (approximately) who are on abscond status. The division provides supervision, sanctions, contracted drug and alcohol treatment, contracted sex offender treatment, cognitive classes, employment coordination, and victim services. The primary focus of this division is to transition the client back to the community and lower recidivism.

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
SHERIFF'S OFFICE

**RESOURCE AND REQUIREMENT SUMMARY**

Sheriff's Office	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Licenses and Permits	56,868	58,010	57,121	58,000	1.5%
Intergovernmental Federal	1,011,346	820,409	676,414	691,075	2.2%
Intergovernmental State	14,848,905	13,740,988	16,068,294	16,497,408	2.7%
Charges for Services	3,727,106	3,331,800	3,298,807	4,909,556	48.8%
Fines and Forfeitures	1,936,439	1,994,804	1,745,091	2,025,822	16.1%
Interest	38,768	49,306	33,436	10,948	-67.3%
Other Revenues	18,419	21,720	6,500	57,152	779.3%
General Fund Transfers	30,680,618	32,137,474	35,419,788	38,107,292	7.6%
Other Fund Transfers	4,178,328	4,107,660	4,488,352	4,744,118	5.7%
Net Working Capital	3,596,354	4,934,624	2,906,787	2,770,015	-4.7%
<b>TOTAL RESOURCES</b>	<b>60,093,153</b>	<b>61,196,795</b>	<b>64,700,590</b>	<b>69,871,386</b>	<b>8.0%</b>
<b>REQUIREMENTS</b>					
Personnel Services					
Salaries and Wages	23,633,221	25,155,818	27,126,852	28,349,135	4.5%
Fringe Benefits	12,449,317	13,026,232	14,491,197	16,400,752	13.2%
<b>Total Personnel Services</b>	<b>36,082,538</b>	<b>38,182,050</b>	<b>41,618,049</b>	<b>44,749,887</b>	<b>7.5%</b>
Materials and Services					
Supplies	1,255,279	1,200,680	1,396,825	1,492,504	6.8%
Materials	207,195	191,229	321,312	285,036	-11.3%
Communications	328,591	342,567	390,755	378,622	-3.1%
Utilities	671,872	801,466	685,722	757,981	10.5%
Contracted Services	4,730,324	5,572,814	5,534,603	6,010,279	8.6%
Repairs and Maintenance	321,750	321,092	366,357	368,520	0.6%
Rentals	1,241,811	1,268,955	1,300,812	1,315,584	1.1%
Insurance	9,364	9,752	968	968	0.0%
Miscellaneous	303,837	356,844	441,644	378,356	-14.3%
<b>Total Materials and Services</b>	<b>9,070,024</b>	<b>10,065,399</b>	<b>10,438,998</b>	<b>10,987,850</b>	<b>5.3%</b>
Administrative Charges	5,834,610	6,169,062	6,983,591	7,724,910	10.6%
Capital Outlay	100,996	10,999	126,376	249,553	97.5%
Transfers Out	4,070,361	3,862,497	4,305,476	4,605,770	7.0%
Contingency	0	0	563,955	788,732	39.9%
Ending Fund Balance	0	0	664,145	764,684	15.1%
<b>TOTAL REQUIREMENTS</b>	<b>55,158,529</b>	<b>58,290,007</b>	<b>64,700,590</b>	<b>69,871,386</b>	<b>8.0%</b>
<b>FTE</b>	349.50	350.50	349.50	362.50	3.7%

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
SHERIFF'S OFFICE

<b>FUNDS</b>					
Fund Name	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	% of Total
<b>RESOURCES</b>					
FND 100 General Fund	36,016,750	37,352,845	40,676,145	43,272,416	61.9%
FND 180 Community Corrections	16,661,817	16,469,330	16,775,998	17,678,716	25.3%
FND 245 Enhanced Public Safety ESSD	0	0	0	1,664,315	2.4%
FND 250 Sheriff Grants	3,978,290	4,050,249	4,102,611	4,114,621	5.9%
FND 255 Traffic Safety Team	2,986,219	2,760,906	2,587,799	2,639,431	3.8%
FND 290 Inmate Welfare	450,076	563,465	558,037	501,887	0.7%
<b>TOTAL RESOURCES</b>	<b>60,093,153</b>	<b>61,196,795</b>	<b>64,700,590</b>	<b>69,871,386</b>	<b>100.0%</b>
<b>REQUIREMENTS</b>					
FND 100 General Fund	36,016,750	37,352,845	40,676,145	43,272,416	61.9%
FND 180 Community Corrections	14,120,050	15,827,805	16,775,998	17,678,716	25.3%
FND 245 Enhanced Public Safety ESSD	0	0	0	1,664,315	2.4%
FND 250 Sheriff Grants	2,873,574	3,178,083	4,102,611	4,114,621	5.9%
FND 255 Traffic Safety Team	2,051,519	1,756,634	2,587,799	2,639,431	3.8%
FND 290 Inmate Welfare	96,637	174,641	558,037	501,887	0.7%
<b>TOTAL REQUIREMENTS</b>	<b>55,158,529</b>	<b>58,290,007</b>	<b>64,700,590</b>	<b>69,871,386</b>	<b>100.0%</b>

<b>PROGRAMS</b>					
	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
SO Operations Support	5,934,309	6,045,406	6,564,679	6,865,774	4.6%
Community Resource Unit	1,805,998	1,836,023	2,041,857	2,014,025	-1.4%
Judicial Security	1,957,806	2,209,739	2,497,358	2,698,078	8.0%
Enforcement Support	809,238	841,520	931,399	1,006,966	8.1%
Detectives	1,649,663	1,656,358	2,222,437	2,595,149	16.8%
Patrol	10,712,576	10,772,137	10,882,487	11,747,673	8.0%
Enhanced Public Safety ESSD	0	0	0	1,664,315	n.a.
Institutions Support	3,269,750	3,445,833	3,586,536	3,687,555	2.8%
Jail Operations	15,451,611	16,233,039	17,217,508	17,897,007	3.9%
Inmate Medical Services	2,570,015	2,510,082	2,855,360	2,964,499	3.8%
Parole and Probation Support	6,329,212	7,128,076	7,208,839	7,392,683	2.6%
Parole and Probation Supervsn	8,831,296	7,864,789	8,111,339	8,795,384	8.4%
Parole and Probation Treatment	771,680	653,793	580,791	542,278	-6.6%
<b>TOTAL RESOURCES</b>	<b>60,093,153</b>	<b>61,196,795</b>	<b>64,700,590</b>	<b>69,871,386</b>	<b>8.0%</b>
<b>REQUIREMENTS</b>					
SO Operations Support	5,497,986	5,730,500	6,564,679	6,865,774	4.6%
Community Resource Unit	1,709,778	1,698,835	2,041,857	2,014,025	-1.4%
Judicial Security	1,957,806	2,198,264	2,497,358	2,698,078	8.0%
Enforcement Support	809,238	841,520	931,399	1,006,966	8.1%
Detectives	1,482,483	1,518,505	2,222,437	2,595,149	16.8%
Patrol	9,612,338	9,672,302	10,882,487	11,747,673	8.0%
Enhanced Public Safety ESSD	0	0	0	1,664,315	n.a.
Institutions Support	3,269,750	3,445,833	3,586,536	3,687,555	2.8%
Jail Operations	14,754,998	15,669,035	17,217,508	17,897,007	3.9%
Inmate Medical Services	2,570,015	2,510,082	2,855,360	2,964,499	3.8%
Parole and Probation Support	6,198,687	6,586,472	7,208,839	7,392,683	2.6%
Parole and Probation Supervsn	6,841,937	7,765,715	8,111,339	8,795,384	8.4%
Parole and Probation Treatment	453,512	652,945	580,791	542,278	-6.6%
<b>TOTAL REQUIREMENTS</b>	<b>55,158,529</b>	<b>58,290,007</b>	<b>64,700,590</b>	<b>69,871,386</b>	<b>8.0%</b>



MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
SHERIFF'S OFFICE

**SO Operations Support Program**

- Responsible for all administrative functions to include payroll, human resources, budget, accounting, contracts, purchasing, recruitment, property management, program analysis, and grant management.
- 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.

**Program Summary**

Sheriff's Office	Program: SO Operations Support				
	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Intergovernmental Federal	147,721	74,900	25,000	28,000	12.0%
Intergovernmental State	863,730	825,045	867,439	923,904	6.5%
Charges for Services	698,842	608,921	646,050	497,030	-23.1%
Other Revenues	260	(25)	0	0	n.a.
General Fund Transfers	3,888,500	4,166,099	4,628,995	4,968,133	7.3%
Other Fund Transfers	38,431	(65,857)	0	0	n.a.
Net Working Capital	296,824	436,323	397,195	448,707	13.0%
<b>TOTAL RESOURCES</b>	<b>5,934,309</b>	<b>6,045,406</b>	<b>6,564,679</b>	<b>6,865,774</b>	<b>4.6%</b>
<b>REQUIREMENTS</b>					
Personnel Services	3,117,991	3,159,123	3,418,363	3,652,363	6.8%
Materials and Services	1,806,363	1,888,384	2,033,103	2,046,152	0.6%
Administrative Charges	573,632	682,993	719,722	806,446	12.0%
Capital Outlay	0	0	7,500	0	-100.0%
Contingency	0	0	209,784	276,718	31.9%
Ending Fund Balance	0	0	176,207	84,095	-52.3%
<b>TOTAL REQUIREMENTS</b>	<b>5,497,986</b>	<b>5,730,500</b>	<b>6,564,679</b>	<b>6,865,774</b>	<b>4.6%</b>
<b>FTE</b>	30.00	30.00	30.60	30.60	0.0%

**FTE By Position Title By Program**

<b>Program: SO Operations Support</b>	
Position Title	FTE
Accounting Clerk	1.00
Accounting Specialist	1.00
Administrative Assistant	1.00
Administrative Assistant (Confidential)	1.00
Administrative Services Manager Sr	1.00
Budget Analyst 1	1.00
Budget Analyst 2	1.00
Chief Civil Supervisor	1.00
Contracts Specialist	1.00

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
SHERIFF'S OFFICE

<b>Program: SO Operations Support</b>	
<b>Position Title</b>	<b>FTE</b>
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	1.60
Sheriff	1.00
Sheriffs Office Property Specialist	1.00
Support Services Technician	7.00
Support Services Technician (Bilingual)	2.00
Undersheriff	1.00
<b>Program SO Operations Support FTE Total:</b>	<b>30.60</b>

- The FTE count does not include .41 temp position budgeted for this program.

FTE Changes

There are no FTE changes for this program.

**SO Operations Support Program Budget Justification**

**RESOURCES**

Resources for this program come from several funds including County General Fund, Community Corrections, Sheriff's Grants, and Traffic Safety Team.

Intergovernmental Federal is slightly increased related to Child Support Subsidies. State increase is due to increased Personnel Services funded by Community Corrections dollars. Charges for Services is significantly reduced due to the number of anticipated new concealed handgun licenses and renewals as well as decreased Sheriff Service Fees related to property foreclosures.

The increase in General Fund Transfer is a result of Personnel Services increases for normal step advancement, collective bargaining agreement and non-represented employee increases as described below, and increased PERS Debt costs. It also includes a Decision Package for the increase to contracted dispatch services with Willamette Valley Communications Center of \$60,815.

Net Working Capital increase is due to revenue carryover from the Concealed Handgun Licensing program.

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
SHERIFF'S OFFICE

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REQUIREMENTS

The increase in Personnel Services is due to normal step increases and a significant increase in PERS Debt Service costs for the entire County. It also includes a 1.5% COLA with related fringe benefits increase for all Marion County Employees Association (MCEA) members and non-represented employees and a 2.5% COLA for Marion County Law Enforcement Association (MCLEA) employees and the related fringe benefits increase. The Salary and Wages Budget Only line is reflective of collective bargaining pay increases in the current fiscal year. The Fringe Benefits Budget Only line represents costs of a COLA for FY 17-18 and for FY 18-19, it represents the cost of benefits associated to wages other than Regular Wages previously included in those lines (i.e. Temporary Wages, Premium Pay, etc.).

In Materials and Services, there is an overall increase specifically for dispatch services provided by Willamette Valley Communications Center. The contract increased 5.7 percent for FY 18-19 and a Decision Package is included in this program to cover the additional cost to the General Fund.

Contingency is budgeted for unforeseen expenditures and is within the ten percent of total operating expenses, and Ending Fund Balance is the CHL revenues to cover anticipated expenditures in future years.

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
SHERIFF'S OFFICE

**Community Resource Unit Program**

- Responsible for public information and social media management related to current events impacting the community. Focuses on crime prevention and activities in the community to create partnerships and positive interactions through education and information sharing. Participates in community events throughout the year.
- Participates in Neighborhood Watch programs and provides resources for neighbors and citizens who want to organize efforts to prevent crime in their neighborhoods.
- Provides crisis outreach resources and mobile response to residents with mental health issues.
- Responsible for managing the Alarm Permit program including education to residents, business owners, and security vendors regarding the 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 County Code Enforcement by responding to complaints and concerns and 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 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Licenses and Permits	56,868	58,010	57,121	58,000	1.5%
Intergovernmental Federal	504,879	547,931	575,430	502,509	-12.7%
Charges for Services	433,587	450,754	442,434	468,421	5.9%
Other Revenues	35	130	500	400	-20.0%
General Fund Transfers	704,884	675,094	821,751	856,048	4.2%
Other Fund Transfers	9,645	7,885	7,915	8,751	10.6%
Net Working Capital	96,099	96,219	136,706	119,896	-12.3%
<b>TOTAL RESOURCES</b>	<b>1,805,998</b>	<b>1,836,023</b>	<b>2,041,857</b>	<b>2,014,025</b>	<b>-1.4%</b>
<b>REQUIREMENTS</b>					
Personnel Services	1,324,247	1,323,969	1,451,032	1,427,488	-1.6%
Materials and Services	224,059	224,050	257,378	262,600	2.0%
Administrative Charges	161,472	150,816	213,938	239,661	12.0%
Contingency	0	0	92,355	84,276	-8.7%
Ending Fund Balance	0	0	27,154	0	-100.0%
<b>TOTAL REQUIREMENTS</b>	<b>1,709,778</b>	<b>1,698,835</b>	<b>2,041,857</b>	<b>2,014,025</b>	<b>-1.4%</b>
<b>FTE</b>	12.45	12.45	12.85	12.10	-5.8%

**FTE By Position Title By Program**

<b>Program: Community Resource Unit</b>	
Position Title	FTE
Code Enforcement Aide	1.00
Code Enforcement Officer	2.00
Deputy Sheriff - Enforcement	6.25
Office Specialist 2	0.40
Office Specialist 3	1.00

MARION COUNTY FY 2018-19 BUDGET  
 BY DEPARTMENT  
 SHERIFF'S OFFICE

<b>Program: Community Resource Unit</b>	
<b>Position Title</b>	<b>FTE</b>
Sergeant	1.45
<b>Program Community Resource Unit FTE Total:</b>	<b>12.10</b>

- The FTE count does not include a 1.0 temp position budgeted for this program.

FTE Changes

There is a .75 decrease in FTE. A portion of the Chemawa deputies was moved to Traffic Safety Team in the Enforcement Patrol Program.

**Community Resource Unit Program Budget Justification**

**RESOURCES**

This program is funded by County General Fund and Sheriff's Grants Fund.

Intergovernmental Federal is decreased due to a reduction in services provided at the Chemawa Indian School to reflect the school year rather than a full 12 months. The difference was moved to the Patrol Services Program in the Traffic Safety Team Fund to provide increased patrol services during the summer months.

Charges for Services is increased for Personnel-related expenses to cover contracted Enforcement Services and Code Enforcement Services.

The increase in General Fund Transfer is a result of Personnel Services increases for normal step advancement, collective bargaining agreement increases as described below, and increased PERS Debt costs.

Other Fund Transfers is support from the County Health Department for data entry services related to the Mobile Crisis Team.

Net Working Capital is reflective of revenue carryover in the Alarm program.

**REQUIREMENTS**

There is an overall decrease to Personnel Services reflective of the decrease to the Chemawa Indian School Contract as described above.

In Materials and Services there is an overall increase reflective of Fuel, Fleet, and Dispatch Services specifically. Decreases were made in other areas to cover those increases.

Contingency is budgeted for unforeseen expenditures and is within the ten percent of total operating expenses.

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
SHERIFF'S OFFICE

**Judicial Security Program**

- Provides courtroom and judicial security for 17 courtrooms within the county. Services are provided at the Circuit Court facilities located in the Courthouse, the Jail Annex, and the Juvenile facility.
- Provides prisoner transports to and from various correctional facilities including the Oregon State Hospital and Oregon Youth Authority.
- Provides security for pre-trial and sentenced individuals involved in medical emergencies during court proceedings.
- Provides adult and juvenile threat assessment services for various agencies throughout the county. Also provides security audits and safety plans for county buildings.

**Program Summary**

Sheriff's Office	Program: Judicial Security				
	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Intergovernmental State	0	205,686	320,486	404,365	26.2%
Charges for Services	224	1,482	0	0	n.a.
General Fund Transfers	1,957,582	2,002,572	2,176,872	2,293,713	5.4%
Other Fund Transfers	0	0	(11,475)	0	-100.0%
Net Working Capital	0	0	11,475	0	-100.0%
<b>TOTAL RESOURCES</b>	<b>1,957,806</b>	<b>2,209,739</b>	<b>2,497,358</b>	<b>2,698,078</b>	<b>8.0%</b>
<b>REQUIREMENTS</b>					
Personnel Services	1,655,448	1,879,658	2,105,397	2,260,808	7.4%
Materials and Services	61,136	80,130	103,502	107,858	4.2%
Administrative Charges	241,222	238,475	288,459	329,412	14.2%
<b>TOTAL REQUIREMENTS</b>	<b>1,957,806</b>	<b>2,198,263</b>	<b>2,497,358</b>	<b>2,698,078</b>	<b>8.0%</b>
<b>FTE</b>	14.00	15.00	16.00	16.00	0.0%

**FTE By Position Title By Program**

<b>Program: Judicial Security</b>	
Position Title	FTE
Deputy Sheriff - Enforcement	3.00
Deputy Sheriff - Enforcement (Bilingual)	1.00
Deputy Sheriff - Institutions	11.00
Sergeant	1.00
<b>Program Judicial Security FTE Total:</b>	<b>16.00</b>

- The FTE count does not include 2.26 temp positions budgeted for this program.

*FTE Changes*

There are no FTE changes in this program for this FY.

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
SHERIFF'S OFFICE

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**Judicial Security Program Budget Justification**

RESOURCES

This program is funded by County General Fund and Intergovernmental State funds.

The increase in both funding sources is a result of Personnel Services increases for normal step advancement, collective bargaining agreement increases as described below,

REQUIREMENTS

The increase in Personnel Services is due to normal step increases and a significant increase in PERS Debt Service costs for the entire County. It also includes a 2.5% COLA for Marion County Law Enforcement Association (MCLEA) employees and the related fringe benefits increase. There is also an increase to Premium Pay reflective of time paid by the State Hospital contract.

Materials and Services increased as a result of Fuel, Dispatch Services and Fleet. These increases were passed on to the contract.

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
SHERIFF'S OFFICE

**Enforcement Support Program**

- Provides oversight of the 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 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Charges for Services	356	240	0	0	n.a.
General Fund Transfers	808,882	841,280	931,399	1,006,966	8.1%
<b>TOTAL RESOURCES</b>	<b>809,238</b>	<b>841,520</b>	<b>931,399</b>	<b>1,006,966</b>	<b>8.1%</b>
<b>REQUIREMENTS</b>					
Personnel Services	570,887	600,126	656,545	697,330	6.2%
Materials and Services	135,040	149,875	169,550	190,758	12.5%
Administrative Charges	103,311	91,519	105,304	118,878	12.9%
<b>TOTAL REQUIREMENTS</b>	<b>809,238</b>	<b>841,520</b>	<b>931,399</b>	<b>1,006,966</b>	<b>8.1%</b>
<b>FTE</b>	3.90	3.90	3.90	3.90	0.0%

**FTE By Position Title By Program**

<b>Program: Enforcement Support</b>	
Position Title	FTE
Division Commander	1.00
Lieutenant	1.90
Sergeant	1.00
<b>Program Enforcement Support FTE Total:</b>	<b>3.90</b>

FTE Changes

There are no FTE changes for FY 18-19.

**Enforcement Support Program Budget Justification**

**RESOURCES**

This program is funded 100% by County General Fund. The increase in General Fund Transfer is a result of Personnel Services increases as described below.

**REQUIREMENTS**

The increase in Personnel Services is due to normal step increases and a significant increase in PERS Debt Service costs for the entire County. It also includes a 1.5% COLA with related fringe benefits increase for non-represented employees.

There is an overall increase to Materials and Services due to increased utility costs including the addition of water/sewer charges allocated to the program previously budgeted In Institutions Support Program for this location. Reductions were made in other categories to accommodate the increases in this program.



MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
SHERIFF'S OFFICE

**Detectives Program**

- Provides services in the areas of Computer Forensics, Street Crimes and Arson Investigations.
- Investigates 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, CIU 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 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Intergovernmental Federal	11,163	2,491	18,374	18,374	0.0%
Intergovernmental State	23,385	21,697	22,590	24,467	8.3%
Charges for Services	4,068	1,200	0	0	n.a.
Fines and Forfeitures	2,156	0	0	0	n.a.
Interest	23	0	0	0	n.a.
General Fund Transfers	1,430,367	1,467,134	2,050,697	2,429,239	18.5%
Other Fund Transfers	0	(3,344)	0	0	n.a.
Net Working Capital	178,501	167,180	130,776	123,069	-5.9%
<b>TOTAL RESOURCES</b>	<b>1,649,663</b>	<b>1,656,358</b>	<b>2,222,437</b>	<b>2,595,149</b>	<b>16.8%</b>
<b>REQUIREMENTS</b>					
Personnel Services	1,130,825	1,160,582	1,708,718	1,988,306	16.4%
Materials and Services	117,973	117,603	148,659	196,345	32.1%
Administrative Charges	233,685	240,319	265,044	362,131	36.6%
Capital Outlay	0	0	12,000	24,000	100.0%
Contingency	0	0	88,016	24,367	-72.3%
<b>TOTAL REQUIREMENTS</b>	<b>1,482,483</b>	<b>1,518,505</b>	<b>2,222,437</b>	<b>2,595,149</b>	<b>16.8%</b>
<b>FTE</b>	14.00	14.00	14.00	14.00	0.0%

**FTE By Position Title By Program**

<b>Program: Detectives</b>	
Position Title	FTE
Administrative Specialist Detective Section	1.00
Deputy Sheriff - Enforcement	9.00
Deputy Sheriff - Enforcement (Bilingual)	1.00
Evidence Officer	2.00
Sergeant	1.00
<b>Program Detectives FTE Total:</b>	<b>14.00</b>

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
SHERIFF'S OFFICE

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FTE Changes

There are no FTE changes for FY 18-19.

**Detectives Program Budget Justification**

RESOURCES

General Fund, Community Corrections and Sheriff's Office Grant Fund are the resources for this program.

Intergovernmental Federal represents US Department of Justice funds and Intergovernmental State is Community Corrections dollars that support the evidence service in this program. The increase in General Fund Transfer is a result of Personnel Services increases for normal step advancement, collective bargaining agreement increases as described below, and increased PERS Debt costs. The increased Community Corrections SB 1145 is for the same.

Net Working Capital is Federal Forfeiture Funds carry over in the Sheriff Grants Fund.

REQUIREMENTS

The increase in Personnel Services is due to normal step increases and a significant increase in PERS Debt Service costs for the entire County. It also includes a 1.5% COLA with related fringe benefits increase for non-represented employees and a 2.5% COLA for Marion County Law Enforcement Association (MCLEA) employees and the related fringe benefits increase. For this program, a five percent pay differential for detectives was added as bargained for with MCLEA.

In Materials and Services, there is an overall increase related to increased fuel and fleet expenses. There is also an increase for small office equipment for the evidence building including a replacement fire proof safe. There are specific expenses for multi-media equipment and installation for the Public Safety Building as well as safety clothing and training expenses funded by Federal Forfeiture dollars.

Capital Outlay is budgeted for a recording system in two detective interview rooms funded by Federal Forfeiture dollars.

Contingency is budgeted for unforeseen expenditures and is within the ten percent of total operating expenses.

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
SHERIFF'S OFFICE

**Patrol Program**

- Provides criminal and traffic law enforcement services 24 hours a day, 7 days a week for approximately 80,000-100,000 residences in the 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 enforcement, 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--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 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Intergovernmental Federal	37,552	67,764	57,610	142,192	146.8%
Intergovernmental State	215,864	181,958	200,892	243,921	21.4%
Charges for Services	943,681	767,889	774,280	797,479	3.0%
Fines and Forfeitures	1,934,282	1,994,804	1,745,091	2,025,822	16.1%
Interest	12,668	15,515	3,436	10,948	218.6%
Other Revenues	16,446	20,921	6,000	56,752	845.9%
General Fund Transfers	6,225,166	6,615,371	6,931,036	7,557,303	9.0%
Other Fund Transfers	22,670	7,677	139,036	187,639	35.0%
Net Working Capital	1,304,246	1,100,238	1,025,106	725,617	-29.2%
<b>TOTAL RESOURCES</b>	<b>10,712,576</b>	<b>10,772,137</b>	<b>10,882,487</b>	<b>11,747,673</b>	<b>8.0%</b>
<b>REQUIREMENTS</b>					
Personnel Services	6,794,223	7,100,961	7,641,180	8,253,798	8.0%
Materials and Services	1,349,009	1,432,124	1,655,506	1,778,535	7.4%
Administrative Charges	1,055,332	1,023,303	1,165,503	1,356,643	16.4%
Capital Outlay	100,996	10,999	106,876	208,153	94.8%
Transfers Out	312,779	104,915	255,610	100,000	-60.9%
Contingency	0	0	57,812	50,544	-12.6%
<b>TOTAL REQUIREMENTS</b>	<b>9,612,338</b>	<b>9,672,302</b>	<b>10,882,487</b>	<b>11,747,673</b>	<b>8.0%</b>
<b>FTE</b>	56.65	56.65	57.65	59.40	3.0%

**FTE By Position Title By Program**

<b>Program: Patrol</b>	
Position Title	FTE
Deputy Sheriff - Enforcement	48.75
Deputy Sheriff - Enforcement (Bilingual)	2.00

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<b>Program: Patrol</b>	
<b>Position Title</b>	<b>FTE</b>
DP Title III Forest Patrol Deputy Sheriff - Enforcement	1.00
Lieutenant	0.10
Sergeant	6.55
Support Services Technician (Bilingual)	1.00
<b>Program Patrol FTE Total:</b>	<b>59.40</b>

- The FTE count does not include .53 temp position that is also budgeted for this program.

FTE Changes

There is an additional 1.75 FTE in this program-- An increase of .25 for each of 3 deputies in the Chemawa Program moved to Traffic Safety Team and 1 new position for Title III Forest Patrol in a Decision Package included in this program.

**Patrol Program Budget Justification**

**RESOURCES**

There are many different Resources for this program coming from three different funds including the General Fund, Sheriff Grants Fund and Traffic Safety Team Fund.

Intergovernmental Federal represents the Bureau of Justice Assistance BodyCam Grant. State Revenue is increased for Oregon Department of Transportation (ODOT) Speed Grant in the Traffic Safety Team Fund.

Charges for Services increased significantly for contract city enforcement services.

Traffic Fines and Forfeitures are increased due to projected revenues in current fiscal year.

Investment Earnings is increased in the Traffic Safety Team Fund.

Other Revenues includes the Law Enforcement Assisted Diversion (LEAD) Grant and anticipated increased donations for Search and Rescue.

Other Fund Transfers decreased as Title III Forest Patrol funds are spent.

The increase in General Fund Transfer is a result of Personnel Services increases for normal step advancement, collective bargaining agreement increases as described below, and increased PERS Debt costs.

Net Working Capital is reflective of reduced carry-over in non-General Fund services. The most significant decrease is in the Traffic Safety Team Fund.

**REQUIREMENTS**

The increase in Personnel Services is due to normal step increases and a significant increase in PERS Debt Service costs for the entire County. It also includes a 2.5% COLA for Marion County Law Enforcement Association (MCLEA) employees and the related fringe benefits increase.

In Materials and Services, there are significant increases to Fuel, and Contracted Services. Dispatch services for contracted cities and the associated services with the LEAD Grant are reflected in Contracted Services. Specific cuts were made throughout M&S to cover the increases.

Capital Outlay is for video cameras, outfitting and technology for the crash van and canines all funded by non-General Fund dollars.

Contingency is budgeted for unforeseen expenditures and is within the ten percent of total operating expenses.

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**Enhanced Public Safety ESSD Program**

- Provides criminal and traffic law enforcement services 24 hours a day, 7 days a week for the newly established Enhanced Public Safety East Salem Service District.
- 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 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Charges for Services	0	0	0	1,664,315	n.a.
<b>TOTAL RESOURCES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,664,315</b>	<b>n.a.</b>
<b>REQUIREMENTS</b>					
Personnel Services	0	0	0	665,727	n.a.
Materials and Services	0	0	0	234,118	n.a.
Capital Outlay	0	0	0	17,400	n.a.
Transfers Out	0	0	0	126,888	n.a.
Contingency	0	0	0	166,432	n.a.
Ending Fund Balance	0	0	0	453,750	n.a.
<b>TOTAL REQUIREMENTS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,664,315</b>	<b>n.a.</b>
<b>FTE</b>	0.00	0.00	0.00	10.00	n.a.

**FTE By Position Title By Program**

<b>Program: Enhanced Public Safety ESSD</b>	
Position Title	FTE
DP Deputy Sheriff - Basic 4/5 Enhanced Public Safety ESSD	5.00
DP Deputy Sheriff - Basic 4/5 Enhanced Public Safety ESSD	1.00
DP Deputy Sheriff - INTER 5/6 Enhanced Public Safety ESSD	4.00
<b>Program Enhanced Public Safety ESSD FTE Total:</b>	<b>10.00</b>

FTE Changes

This Decision Package Program includes ten (10) new FTE Deputy Sheriff positions.

**Enhanced Public Safety ESSD Program Budget Justification**

**RESOURCES**

This is a Decision Package Program for public safety services specific to the communities of Hayesville and Four Corners. The resources for the proposed program would come from fee assessments to dwellings and properties and would be added to property tax bills.

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REQUIREMENTS

Personnel Services included in the Decision Package are for ten (10) Deputy Sheriff Positions with all related costs including overtime, court time, and fringe benefits.

Materials and Services includes one-time start up costs and ongoing expenses for law enforcement services including uniforms/accessories, software, dispatch, fuel, etc.

Capital Outlay is for specialized computers used in patrol cars.

Transfers Out is to Public Works for the purchase of three (3) vehicles outfitted for patrol.

Contingency is budgeted for unforeseen expenditures and is within the ten percent of total operating expenses.

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**Institutions Support Program**

- Provides overall support to the jail facility including records/warrants services, court desk services and administrative support.
- Manages and performs all records functions associated with the lodging and releasing of anywhere from 13,000 to 15,500 inmates on an annual basis. Services include data entry when people are booked into the jail and work/transition center, and tracking of all arrestees serving sentences.
- 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 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Charges for Services	876	0	0	0	n.a.
General Fund Transfers	3,181,098	3,358,056	3,493,714	3,594,733	2.9%
Other Fund Transfers	87,777	87,777	92,822	92,822	0.0%
<b>TOTAL RESOURCES</b>	<b>3,269,750</b>	<b>3,445,833</b>	<b>3,586,536</b>	<b>3,687,555</b>	<b>2.8%</b>
<b>REQUIREMENTS</b>					
Personnel Services	2,145,035	2,215,046	2,422,380	2,481,318	2.4%
Materials and Services	720,418	818,953	690,286	671,287	-2.8%
Administrative Charges	404,297	411,834	473,870	534,950	12.9%
<b>TOTAL REQUIREMENTS</b>	<b>3,269,750</b>	<b>3,445,833</b>	<b>3,586,536</b>	<b>3,687,555</b>	<b>2.8%</b>
<b>FTE</b>	23.00	23.00	23.00	23.00	0.0%

**FTE By Position Title By Program**

<b>Program: Institutions Support</b>	
Position Title	FTE
Division Commander - Institution	1.00
Lieutenant	4.00
Office Manager	1.00
Office Specialist 2	2.00
Sheriff's Office Records Specialist	3.00
Support Services Technician	10.00
Support Services Technician (Bilingual)	2.00
<b>Program Institutions Support FTE Total:</b>	<b>23.00</b>

FTE Changes

There are no FTE changes for FY 18-19.

**Institutions Support Program Budget Justification**

**RESOURCES**

The resources for this program are General Fund and Community Corrections. The increase in General Fund Transfer is a result of Personnel Services increases for normal step advancement, collective bargaining agreement increases as described below, and increased PERS Debt costs.

MARION COUNTY FY 2018-19 BUDGET  
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SHERIFF'S OFFICE

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REQUIREMENTS

The increase in Personnel Services is due to normal step increases and a significant increase in PERS Debt Service costs for the entire County. It also includes a 1.5% COLA with related fringe benefits increase for non-represented employees and a 2.5% COLA for Marion County Law Enforcement Association (MCLEA) employees and the related fringe benefits increase.

Overall, Materials and Services decreased for this program. The cost of supplies is up slightly related to increased fuel costs. Materials decreased to accommodate needs in other areas. Utilities generally increased for all programs, however, this program experienced an overall decrease. Water/sewer increased significantly for the Aumsville campus due to heavy usage in the current fiscal year and the related rate increase projected to FY 18-19. This cost was allocated to all programs on the campus including the Public Safety Building, thereby showing a decrease for this program.



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SHERIFF'S OFFICE

**Jail Operations Program**

- Processes and lodges arrestees who are brought to Marion County Jail by various law enforcement agencies throughout the county.
- Provides 24-hour supervision and monitoring of all inmates in a variety of 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, Special Weapons and Tactical Team (SWAT) participants, Security Threat Group and Cell Extraction Team.
- Provides support to the law library and educational programs.
- Operates and manages the inmate transport hub for the State of Oregon.
- Operates a 144-bed Transition Center including utilizing four deputy-supervised work crews.
- Provides inmate labor to public entities through contracts and intergovernmental agreements throughout Marion County.
- Transition Center operations support County Business Services--facilities management, and Public Works--road crews, and the dog kennel, by providing inmate work crews to perform general labor.
- Transition Center operations facilitate re-entry 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 who have recently been released from incarceration.

**Program Summary**

Sheriff's Office	Program: Jail Operations				
	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Intergovernmental Federal	102,073	127,322	0	0	n.a.
Intergovernmental State	431,324	431,324	442,410	461,136	4.2%
Charges for Services	635,113	618,768	561,763	601,834	7.1%
Interest	1,503	2,852	0	0	n.a.
Other Revenues	1,678	695	0	0	n.a.
General Fund Transfers	9,945,813	10,535,661	11,554,944	12,186,290	5.5%
Other Fund Transfers	3,844,805	3,819,805	4,094,387	4,305,944	5.2%
Net Working Capital	489,302	696,612	564,004	341,803	-39.4%
<b>TOTAL RESOURCES</b>	<b>15,451,611</b>	<b>16,233,039</b>	<b>17,217,508</b>	<b>17,897,007</b>	<b>3.9%</b>
<b>REQUIREMENTS</b>					
Personnel Services	11,359,788	12,085,946	12,845,879	13,494,301	5.0%
Materials and Services	1,563,743	1,673,256	1,804,502	1,753,738	-2.8%
Administrative Charges	1,831,468	1,909,832	2,214,456	2,371,940	7.1%
Transfers Out	0	0	14,162	0	-100.0%
Contingency	0	0	59,400	50,189	-15.5%
Ending Fund Balance	0	0	279,109	226,839	-18.7%
<b>TOTAL REQUIREMENTS</b>	<b>14,754,998</b>	<b>15,669,035</b>	<b>17,217,508</b>	<b>17,897,007</b>	<b>3.9%</b>
<b>FTE</b>	106.00	106.00	106.00	108.00	1.9%

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**FTE By Position Title By Program**

<b>Program: Jail Operations</b>	
<b>Position Title</b>	<b>FTE</b>
Deputy Sheriff - Institutions	59.00
Deputy Sheriff - Institutions (Bilingual)	3.00
Deputy Sheriff - Institutions (MSR)	23.00
Deputy Sheriff - Institutions (MSR) (Bilingual)	2.00
DP PRE TRIAL- Case Aide	2.00
Facility Security Aide 1	2.00
Facility Security Aide 2	5.00
Facility Security Aide 2 (Bilingual)	1.00
Office Specialist 3	1.00
Sergeant	10.00
<b>Program Jail Operations FTE Total:</b>	<b>108.00</b>

*FTE Changes*

There is an increase of 2 FTE requested in a Decision Package for FY18-19 in this program.

**Jail Operations Program Budget Justification**

**RESOURCES**

The resources for this program are mostly General Fund and Community Corrections but also include Sheriff Grant funds and Inmate Welfare funds.

Charges for Services increased overall. There is a significant increase to Work Crew revenues in the Transition Center and decreases in both Pay Telephone Fees and Felony DUII Reimbursement SB395 revenues. A Request for Proposal (RFP) process was conducted for the Inmate Phone program and there is limited history available as to how the new vendor fee structure will play out. The SB395 revenues were reduced to reflect current year trends.

The increase in General Fund Transfer is a result of Personnel Services increases for normal step advancement, collective bargaining agreement increases as described below, and increased PERS Debt costs. It also includes a Decision Package for a Pre-Trial Services Program in the Transition Center.

Net Working Capital decreased significantly due to dollars being spent as budgeted in FY 17-18 for the Oregon DOC Jail Reinvestment project and reduced carryover funds in the Inmate Welfare Fund.

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REQUIREMENTS

The increase in Personnel Services is due to normal step increases and a significant increase in PERS Debt Service costs for the entire County. It also includes a 1.5% COLA with related fringe benefits increase for non-represented employees and a 2.5% COLA for Marion County Law Enforcement Association (MCLEA) employees and the related fringe benefits increase. This Program also includes a Decision Package for Pre-Trial Services in the Transition Center that includes two Case Aide positions.

In Materials and Services there is an overall decrease due to reductions in many categories to cover cost increases in other programs. There is a specific increase to Utilities reflective of increased electricity and natural gas costs and the addition of water/sewer charges allocated to the Transition Center previously budgeted only for the Jail in another program. Contracted Services includes a significant reduction to social services contracts due to exhausting the Jail Reinvestment dollars. A Decision Package of \$58,285 for the food services contract (a 5.5 percent increase) is included in this program.

Contingency is budgeted for unforeseen expenditures and is within the ten percent of total operating expenses.

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**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 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Charges for Services	31,689	33,874	24,980	30,177	20.8%
General Fund Transfers	2,538,326	2,476,208	2,830,380	2,934,322	3.7%
<b>TOTAL RESOURCES</b>	<b>2,570,015</b>	<b>2,510,082</b>	<b>2,855,360</b>	<b>2,964,499</b>	<b>3.8%</b>
<b>REQUIREMENTS</b>					
Personnel Services	1,518,575	1,410,662	1,708,269	1,801,931	5.5%
Materials and Services	711,205	779,107	778,526	746,498	-4.1%
Administrative Charges	340,235	320,313	368,565	416,070	12.9%
<b>TOTAL REQUIREMENTS</b>	<b>2,570,015</b>	<b>2,510,082</b>	<b>2,855,360</b>	<b>2,964,499</b>	<b>3.8%</b>
<b>FTE</b>	13.50	13.50	13.50	13.50	0.0%

**FTE By Position Title By Program**

<b>Program: Inmate Medical Services</b>	
Position Title	FTE
Corrections Health Prgm Supervisor	1.00
Corrections Nurse	10.00
Deputy Sheriff - Institutions	1.00
Office Specialist 2	0.50
Office Specialist 2 (Bilingual)	1.00
<b>Program Inmate Medical Services FTE Total:</b>	<b>13.50</b>

- The FTE Count does not include .10 Temp positions budgeted for this program.

FTE Changes

There are no FTE changes for FY 18-19.

**Inmate Medical Services Program Budget Justification**

**RESOURCES**

The resources for this program are General Fund and Charges for Services. The increase in General Fund Transfer is a result of Personnel Services increases for normal step advancement, collective bargaining agreement increases as described below, and increased PERS Debt costs. Charges for Services increased based on projected number of medical kits for inmates in the current fiscal year.

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SHERIFF'S OFFICE

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REQUIREMENTS

The increase in Personnel Services is due to normal step increases and a significant increase in PERS Debt Service costs for the entire County. It also includes a 1.5% COLA with related fringe benefits increase for non-represented employees and a 2.5% COLA for Marion County Law Enforcement Association (MCLEA) employees and the related fringe benefits increase, and a shift differential for corrections nurses.

Materials and Services decreased overall for this program with significant cuts to supplies and materials to cover increased costs for other program areas and medical contracts including medical, dental, and hospital services.

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**Parole and Probation Support Program**

- Division Commander and two lieutenants provide overall administrative support to the division including supervisory oversight, resource allocation, and contract monitoring.
- Under the direction of the Sr. Office Manager, Department Specialist staff complete data entry of court orders 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 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Intergovernmental State	5,600,121	5,689,301	6,627,484	6,381,760	-3.7%
Charges for Services	164,896	88	0	0	n.a.
Interest	0	0	30,000	0	-100.0%
Other Fund Transfers	0	1,308,161	14,162	0	-100.0%
Net Working Capital	564,195	130,525	537,193	1,010,923	88.2%
<b>TOTAL RESOURCES</b>	<b>6,329,212</b>	<b>7,128,076</b>	<b>7,208,839</b>	<b>7,392,683</b>	<b>2.6%</b>
<b>REQUIREMENTS</b>					
Personnel Services	1,455,738	1,555,215	1,593,783	1,635,645	2.6%
Materials and Services	582,699	729,634	777,540	716,385	-7.9%
Administrative Charges	402,668	544,041	566,032	525,565	-7.1%
Transfers Out	3,757,582	3,757,582	4,035,704	4,378,882	8.5%
Contingency	0	0	54,105	136,206	151.7%
Ending Fund Balance	0	0	181,675	0	-100.0%
<b>TOTAL REQUIREMENTS</b>	<b>6,198,687</b>	<b>6,586,472</b>	<b>7,208,839</b>	<b>7,392,683</b>	<b>2.6%</b>
<b>FTE</b>	17.00	17.00	16.00	16.00	0.0%

**FTE By Position Title By Program**

<b>Program: Parole and Probation Support</b>	
Position Title	FTE
Accounting Specialist	1.00
Department Specialist 2	2.00
Department Specialist 3	7.00
Department Specialist 3 (Bilingual)	2.00
Division Commander	1.00
Lieutenant	2.00
Office Manager Sr	1.00
<b>Program Parole and Probation Support FTE Total:</b>	<b>16.00</b>

*FTE Changes*

There are no FTE changes for FY 18-19.

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**Parole and Probation Support Program Budget Justification**

RESOURCES

Community Corrections is the funding for this program.

This is the second year of the biennial budget for Community Corrections SB1145 dollars. While the total dollar amount did not change, there are slight changes to the distribution throughout the three Parole and Probation program areas for FY 18-19.

Justice Reinvestment dollars increased for FY 18-19 to provide increased victim services.

Net Working Capital increased due to current fiscal year spending being held back to offset increased costs in FY 18-19.

REQUIREMENTS

There is an overall increase in Personnel Services for this program. It includes a 1.5% COLA for Marion County Employees Association (MCEA) and nonrepresented employees with related fringe benefits increases.

In Materials and Supplies, there is a significant decrease over last fiscal year. Several areas were reduced with the most significant reduction in building rental as services are moved to the Public Safety Building and the Wolverine site is vacated. There is a specific increase to utilities reflective of increased electricity and natural gas costs and the addition of water/sewer charges allocated to this program previously budgeted in the Institutions Jail Operations program. There is an increase to social services for Center for Hope and Safety and Liberty House contracts funded by Justice Reinvestment Supplemental funds issued for victim services.

Transfers Out represents the Community Corrections monies transferred to the General Fund for use at the Jail and in Operations Division and also includes a transfer to Debt Service which represents the savings in rent at the Wolverine site.

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**Parole and Probation Supervsn Program**

- Manages parole and probation offenders located within county boundaries; supervises 3,600 offenders, with an additional approximate 1,700 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 service 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 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Intergovernmental Federal	207,960	0	0	0	n.a.
Intergovernmental State	7,016,194	5,759,118	7,006,202	7,515,577	7.3%
Charges for Services	813,313	847,525	849,300	850,300	0.1%
Interest	24,575	30,938	0	0	n.a.
General Fund Transfers	0	0	0	280,545	n.a.
Other Fund Transfers	175,000	(762,151)	151,505	148,962	-1.7%
Net Working Capital	594,253	1,989,358	104,332	0	-100.0%
<b>TOTAL RESOURCES</b>	<b>8,831,296</b>	<b>7,864,789</b>	<b>8,111,339</b>	<b>8,795,384</b>	<b>8.4%</b>
<b>REQUIREMENTS</b>					
Personnel Services	4,616,844	5,246,974	5,633,529	5,916,135	5.0%
Materials and Services	1,779,227	2,009,424	1,921,829	2,253,576	17.3%
Administrative Charges	445,866	509,317	553,498	625,673	13.0%
Contingency	0	0	2,483	0	-100.0%
<b>TOTAL REQUIREMENTS</b>	<b>6,841,937</b>	<b>7,765,715</b>	<b>8,111,339</b>	<b>8,795,384</b>	<b>8.4%</b>
<b>FTE</b>	<b>53.50</b>	<b>53.50</b>	<b>51.50</b>	<b>51.50</b>	<b>0.0%</b>

**FTE By Position Title By Program**

<b>Program: Parole and Probation Supervsn</b>	
Position Title	FTE
Case Aide	5.00
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



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<b>Program: Parole and Probation Supervsn</b>	
<b>Position Title</b>	<b>FTE</b>
Victim Assistance Program Coordinator	1.00
<b>Program Parole and Probation Supervsn FTE Total:</b>	<b>51.50</b>

FTE Changes

There are no FTE changes for FY 18-19.

**Parole and Probation Supervsn Program Budget Justification**

**RESOURCES**

Community Corrections is the funding for this program. There is also a Decision Package request for General Fund dollars to support a transitional housing project in this program for FY 18-19.

This is the second year of the biennial budget for Community Corrections SB1145 dollars. While the total dollar amount did not change, there are slight changes to the distribution throughout the three Parole and Probation program areas for FY 18-19.

General Fund Transfer is for the Transitional Housing project as described in a Decision Package for this program.

Net Working Capital is exhausted as funds for specific services were used in FY 17-18.

**REQUIREMENTS**

The increase in Personnel Services is reflective of regular step increases, a significant increase in PERS Debt Service costs for the entire County. It also represents collective bargaining agreement changes including a 2.5% COLA and related fringe benefits increase for all Federation of Parole and Probation Officers (FOPPO) members and a 1.5% COLA with related fringe benefits increase for Marion County Employees Association (MCEA) and nonrepresented employees.

In Materials and Services there are significant reductions to many services to accommodate increased costs for Personnel and contracted services including housing subsidies, GPS electronic monitoring, and Bridgeway Jail Re-Entry Program services. Also in contracted services is a \$280,545 Decision Package for a transitional housing project in this program.

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**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 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Intergovernmental State	698,287	626,860	580,791	542,278	-6.6%
Charges for Services	460	1,060	0	0	n.a.
Other Fund Transfers	0	(292,294)	0	0	n.a.
Net Working Capital	72,933	318,168	0	0	n.a.
<b>TOTAL RESOURCES</b>	<b>771,680</b>	<b>653,793</b>	<b>580,791</b>	<b>542,278</b>	<b>-6.6%</b>
<b>REQUIREMENTS</b>					
Personnel Services	392,938	443,786	432,974	474,737	9.6%
Materials and Services	19,152	162,860	98,617	30,000	-69.6%
Administrative Charges	41,422	46,300	49,200	37,541	-23.7%
<b>TOTAL REQUIREMENTS</b>	<b>453,512</b>	<b>652,945</b>	<b>580,791</b>	<b>542,278</b>	<b>-6.6%</b>
<b>FTE</b>	5.50	5.50	4.50	4.50	0.0%

**FTE By Position Title By Program**

<b>Program: Parole and Probation Treatment</b>	
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
<b>Program Parole and Probation Treatment FTE Total:</b>	<b>4.50</b>

FTE Changes

There are no changes to FTE for FY 18-19.

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**Parole and Probation Treatment Program Budget Justification**

RESOURCES

Community Corrections is the funding for this program.

Net Working Capital is exhausted as funds for specific services were used in FY 16-17.

REQUIREMENTS

The increase in Personnel Services is reflective of regular step increases, a significant increase in PERS Debt Service costs for the entire County. It also represents collective bargaining agreement changes including a 2.5% COLA and related fringe benefits increase for all Federation of Parole and Probation Officers (FOPPO) members and a 1.5% COLA with related fringe benefits increase for Marion County Employees Association (MCEA) and nonrepresented employees.

In Materials and Services there are specific reductions to contracted services reflecting the ending of a Justice Reinvestment Initiative award of \$20,000 for Drug Court in FY 17-18 only. It also includes a reduction in sex offender treatment services.

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**KEY DEPARTMENT ACCOMPLISHMENTS**

- We initiated planning and started construction for a new building which will be combined space for Patrol and Parole & Probation staff. It should be completed early this summer.

In spite of the highly competitive job market, we hired 25 new employees and continue to recruit talented individuals to join our team.

A “Professional Fellow” from the Country of Georgia joined our office for four weeks of observation and participation on the topic of community policing. Ms. Surmava submitted a project based on her interactions and discussions for potential implementation within her home city in Georgia. Her project was selected during a competitive process and will be implemented in her city. As part of that selection, Ms. Surmava’s MCSO host (Commander Lorange) will be traveling to Georgia to help launch the project!

Pink was our patch color and motorcycle color for the month of October, as we raised funds in support of breast cancer research, and No-Shave November raised nearly \$2,400 for cancer research and a pediatric cancer support group.

Believe in Your Community non-profit launched! The non-profit supports law enforcement efforts to further the reach to individuals or families in need that come into police contact. We kicked off by hosting Shop with a Cop which was yet another amazing experience for kids and cops alike. Commander Larson, Commander Hlad and Supervisor Allycia Weathers earned recognition with awards from the Oregon State Sheriffs’ Association at the Annual Awards Banquet.

- We participated in several awesome, well-attended “community connect” style events with specific areas of focus - bridging the gap, north county traffic issues, canyon concerns, mentors at McKay, and more.

The total solar eclipse - we planned for this unique event and executed the plan in conjunction with other county departments and neighboring agencies with great success and a safe outcome for our community.

Commander Larson was awarded "Supervisor of the Year" at the 7th Annual Northwest Regional Crisis Intervention Team Conference. He’s a dedicated leader in the area of addressing mental health concerns of individuals who enter the public safety system.

Several new “high-visibility” cars hit the road. We had some pretty excited kids that made special requests for a visit from the cars, which we were able to arrange! They rewarded us with a matchbox version of one of our cars!

We signed an IGA with the City of Woodburn to open our SWAT team to members from WPD, and we expanded the Mobile Crisis Response Team, also with the help of WPD.

The North County deputy position added in FY17-18 has been very well received by community.

- In conjunction with the Oregon State Hospital, we conducted a Mental Health Intercept mapping project to identify gaps in our system. This was in preparation for the Stepping Up project, which is kicking off in the current fiscal year.

In collaboration with the Board of Commissioners, we formed a Justice Reinvestment Council to serve as a advisory group to the sheriff on matters relating to justice diversion, prison diversion, and reentry. The Council will also serve as a governance entity for our Law Enforcement Assisted

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Diversion (LEAD) efforts.

The Sheriff's Office received an \$84,000 grant from Willamette Valley Community Health to implement a Law Enforcement Assisted Diversion (LEAD) program in Marion County. In partnership with Salem Police, LEAD allows law enforcement officers to redirect low-level offenders engaged in drug or prostitution activity to community-based services, instead of jail and prosecution. By diverting eligible individuals to services, LEAD is committed to improving public safety and public order, and reducing the criminal behavior of people who participate in the program.

- We hosted two Technical Assistance Providers from the National Institute of Corrections to help evaluate our plans to launch an efficient, well thought out pre-trial justice program. Those efforts continue this year.

We had the privilege of hosting a Jail tour for a large group of Legislators, organized by one of our volunteers, Tom. Tom also recently received OSSA's Volunteer of the Year award! We appreciate the effort of volunteers!

We helped co-lead a State wide work group on a Mental Health Task Force designed to make recommendations to all public safety on how to deal with individuals in crisis. This was a partnership between OSSA/OACP and DPSST. The group also had a chance to present the information to the International Association of Chiefs of Police in October.

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**KEY INDICATORS**

**# 1: Community Resource Unit Outreach (Crime Prevention)**

**Definition and Purpose**

The Community Resources Unit (CRU) was established specifically to coordinate an office-wide approach to intelligence-led policing. The Community Resource Unit uses a global approach to creating positive change in our community through crime prevention and environmental design.

The community Resources Unit 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 Resources 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 newly formed Communications Team is focusing 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 as indicated by the numbers below. This program uses a digital platform that inspires communication amongst neighbors, neighborhoods and law enforcement. Nextdoor.com's usage increased more than 10,000 residents representing an additional 35 neighborhoods throughout Marion County.

**Data Units Calendar Year**

Nextdoor.com (Residents/Neighborhoods)

.	CY 2015 Actual	CY 2016 Actual	CY 2017 Actual	CY 2018 Estimate
.	N/A	17,400/174	28,898/209	35,000/230

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Community Events

CY 2014 Actual	CY 2015 Actual	CY 2016 Actual	CY 2017 Actual	CY 2018 Estimate
151	148	159	190	200

Crisis Outreach Response Team Field Contacts

CY 2014 Actual	CY 2015 Actual	CY 2016 Actual	CY 2017 Actual	CY 2018 Estimate
634	823	503	250	600

**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 2017, CORT received 2,600 police reports to review and followed up on 250. The lower number is due to personnel changes at the beginning of the year--only working 2 days a week in CORT, as well as not having a clinician assigned to the team for 6 months of the year. The numbers are expected to increase for 2018 as the team is fully staffed.

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**# 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 the Data Driven Approach to Crime and Traffic Safety (DDACTS) model to reduce crime, crashes and traffic violations in Marion County. DDACTS 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 the DDACTS model for patrol activities, DDACTS 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 DDACTS data to conduct focused enforcement operations.

**Data Units Calendar Year**

Top 10 Calls for Service

CY 2014 Actual	CY 2015 Actual	CY 2016 Actual	CY 2017 Actual	Data Value 1
1779	1805	1817	2373	Asst Agency
1775	1497	1549	1779	Theft
1365	1427	1442	1765	Susp Activity
1108	1165	1036	1527	Citizen Contact
1254	1486	1537	1456	Dom Disturb
1086	1177	1293	1405	Check Welfare
865	1056	1187	1039	MV Accident
1224	1381	1347	968	Driv Comp
852	883	729	765	Audible Alarm
691	751	819	734	Susp Vehicle
691				



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**Explanation of Trends and Changes**

The Enforcement Division responded to approximately 77,778 calls for service drawing 27,779 case numbers during the 2017 calendar year. On average, patrol deputies responded to 213.09 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. This is reflected by an additional 6,140 calls for service in 2017 over the 2016 calendar year; an 8.6% annual increase and 12.6% increase over 2015 levels. Over the same time period, FTE has grown just 1.4%, resulting in increased call loads per deputy and reducing time available per call. Of the four patrol districts, Central District continues to account for approximately fifty-five (55%) percent of the total calls for service. The populated areas of Hayesville and Four Corners, while only six (6) square miles, continues to require a high degree of attention.

In FY 17-18, the Marion County Board of Commissioners added an additional deputy sheriff position. The additional position was assigned in the north portion of Marion County and coined the “French Prairie” deputy. The deputy is dedicated to working with local residents, business owners, agricultural industries, public safety agencies, and Marion County Public Works to improve livability for residents and visitors in the northern portions of Marion County. The collaboration is working to address traffic related concerns and criminal complaints. The French Prairie position is experiencing success and will continue to be monitored for a true measure of the program through the end of FY 18-19.

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**# 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 should be directed to medical or mental health facilities that are more accustomed and capable of dealing with these individuals and their issues.

**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 four jail studies--2005, 2007, 2011, and 2015. 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 we have 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 resources and materials and services.

**Data Units Fiscal Year**

Number of Inmates Receiving Psychotropic Medication

<b>FY 13-14 Actual</b>	<b>FY 14-15 Actual</b>	<b>FY 15-16 Actual</b>	<b>FY 16-17 Actual</b>	<b>FY 17-18 Estimate</b>
1,132	1,410	1,312	1,263	1,294

Dollar Amount Spent on Psychotropic Medications

<b>FY 13-14 Actual</b>	<b>FY 14-15 Actual</b>	<b>FY 15-16 Actual</b>	<b>FY 16-17 Actual</b>	<b>FY 17-18 Estimate</b>
\$142,830	\$247,071	\$140,370	\$115,235	\$122,135

**Explanation of Trends and Changes**

Psych medications for fiscal year '16-17 has decreased since FY '14-15. The number of patients appears to hover around 1300 each year over the past few years. The unique number of patients receiving psych medications had decreased by 49 patients from FY 15-16 to FY 16-17. However, the estimates for FY 17-18 appear show a slight increase again, based on the first half of FY 17-18, July 1, 2017 through December 31, 2017 statistics. There are still a number of patients returning from State Hospital, with request to continue all medications. Previously, this attributed to some of the higher cost items such a long acting injectable medications. The use of long acting injectables has significantly decreased and although there was some use in early 16-17, there is little to no use of these drugs in 17-18.

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The number of clients receiving psychotropic medications decreased by nearly four percent (3.73%) from FY 15-16 to 16-17. The decrease in clients coupled with contract management and monitoring of formulary and non-formulary medication resulted in the overall reduced pharmaceutical costs for the jail. The monthly Psychotropic medication cost for FY 15-16 averaged \$11,697 and for FY 16-17 they averaged \$9,603. The costs are anticipated to level off for FY 17-18. This change is largely a result of the mitigation of mentally ill persons entering the correctional facility. This is being accomplished through the collaborative efforts of the Crisis Outreach Response Team (CORT) and the Mobile Crisis Unit as described in Key Indicator #1.

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**# 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 understated. 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 2013 Actual	CY 2014 Actual	CY 2015 Actual	CY 2016 Actual	CY 2017 Actual
7	8	7	14	11

Community Education Events

CY 2014 Actual	CY 2015 Actual	CY 2016 Actual	CY 2017 Actual	CY 2018 Estimate
30	44	38	41	40

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**Explanation of Trends and Changes**

For the second 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 (11) fatal motor vehicle crashes resulting in (13) deaths. In a shift from the prior year, 51% of all fatal motor vehicle crashes occurring in north Marion County.

(Education / Engineering) The Traffic Safety Team participated in forty one (41) community events. These events focused on educating drivers surrounding safety seat belt awareness, distracted driving, 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 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 like; the French Prairie Forum, North County Community Traffic, MC 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.

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**# 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)

<b>FY 13-14 Actual</b>	<b>FY 14-15 Actual</b>	<b>FY 15-16 Actual</b>	<b>FY 16-17 Actual</b>	<b>FY 17-18 Estimate</b>
14.3% M	22% M	21.0% M	28.9% M	24.0% M
20.1% C	22.2% C	21.2% C	22.0% C	22.0% C
22.4% J	27.1% J	27.1% J	21.9% J	24.9% J
25.5% L	29.1% L	25.9% L	30.7% L	29.2% L

Recidivism Rates for Local Control (Marion = M, Clackamas = C, Jackson = J, Lane = L)

<b>FY 13-14 Actual</b>	<b>FY 14-15 Actual</b>	<b>FY 15-16 Actual</b>	<b>FY 16-17 Actual</b>	<b>FY 17-18 Estimate</b>
34.1% M	32.0% M	32.2% M	36.8% M	29.9% M
31.7% C	33.0% C	41.7% C	38.7% C	44.5% C
46.4% J	44.7% J	57.1% J	52.0% J	60.5% J
41.7% L	44.2% L	57.1% L	32.3% L	41.3% L

Recidivism Rates for Department of Corrections/Local Control Combined (Marion = M, Clackamas = C, Jackson = J, Lane = L)

<b>FY 13-14 Actual</b>	<b>FY 14-15 Actual</b>	<b>FY 15-16 Actual</b>	<b>FY 16-17 Actual</b>	<b>FY 17-18 Estimate</b>
28.9% M	26.7% M	25.4% M	32.0% M	32.4% M
32.4% C	33.0% C	24.7% C	31.3% C	31.6% C
35.7% J	36.5% J	33.5% J	35.1% J	38.6% J
32.9% L	35.0% L	26.0% L	31.2% L	28.1% L

Recidivism Rates for Probation (Marion = M, Clackamas = C, Jackson = J, Lane = L)

<b>FY 13-14 Actual</b>	<b>FY 14-15 Actual</b>	<b>FY 15-16 Actual</b>	<b>FY 16-17 Actual</b>	<b>FY 17-18 Estimate</b>
18.2% M	22.0% M	21.3% M	29.2% M	23.7% M
23.5% C	21.9% C	22.9% C	27.9% C	28.9% C
26.3% J	27.3% J	29.8% J	36.6% J	37.9% J
20.9% L	25.8% L	22.0% L	23.9% L	21.6% L

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**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 16-17, the recidivism rates were reflected at 32% for Department of Corrections/Local Control combined and 29.2% for probation. There is a historic low of 14.3% in recidivism rates for the Department of Corrections in Marion County for FY 13-14, which leveled out in the following years at approximately 28%. Our comparable counties are also experiencing a similar trend in recidivism. Despite this increase, it still reflects a significant decrease in recidivism rates in Marion County over the last 10-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 2013 Actual	CY 2014 Actual	CY 2015 Actual	CY 2016 Actual	CY 2017 Estimate
927	1849	1534	1633	1500

Number of cases closed.

CY 2013 Actual	CY 2014 Actual	CY 2015 Actual	CY 2016 Actual	CY 2017 Estimate
598	1634	1377	1542	1400

**Explanation of Trends and Changes**

The Code Enforcement team is focused on proactively addressing livability issues in the community before they become significant complaints. This change of focus was reflected in the increased activity in 2014 over prior years. The decreased numbers of cases and cases closed in 2015 over 2014 is reflective of the cooperative effort with the Crime Prevention Unit who are utilizing tools based on Crime Prevention Through Environmental Design (CPTED)--A multi-disciplinary approach to deterring criminal and livability issues through environmental design.



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**Resources by Fund Detail**

<b>100 - General Fund</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Intergovernmental Federal</b>				
331013 State Criminal Alien Asst Pgm	72,973	102,032	0	0
331223 Oregon Dept of Justice	33,033	28,712	25,000	28,000
331990 Other Federal Revenues	22,400	21,000	0	0
<b>Intergovernmental Federal Total</b>	<b>128,406</b>	<b>151,744</b>	<b>25,000</b>	<b>28,000</b>
<b>Intergovernmental State</b>				
332990 Other State Revenues	63,588	0	0	0
<b>Intergovernmental State Total</b>	<b>63,588</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Charges for Services</b>				
341150 Sheriff Service Fees	408,383	319,591	285,000	225,000
341170 Witness Fees	550	386	0	0
341180 Crime Report Fees	18,143	22,318	20,000	20,000
341220 Supervision Fees	(1,014)	0	0	0
341280 Detention Fees	3,333	2,741	0	0
341430 Copy Machine Fees	50	18	0	0
341630 Service Charges	1,575	1,035	0	0
341840 Work Crew Fees	279,513	290,688	257,550	366,750
341999 Other Fees	29,581	33,977	24,980	30,177
344300 Restitution	971	1,315	0	0
344701 Felony DUII Reimbursemt SB395	107,518	117,753	135,000	75,000
344999 Other Reimbursements	13,721	25,008	0	0
345100 Sale of Capital Assets	0	3,847	0	0
345300 Surplus Property Sales	876	0	0	0
347202 Code Enforcement Services	133,274	150,581	160,534	156,339
<b>Charges for Services Total</b>	<b>996,474</b>	<b>969,259</b>	<b>883,064</b>	<b>873,266</b>
<b>Fines and Forfeitures</b>				
351200 Traffic Fines	252,317	241,011	220,000	210,000
352200 Miscellaneous Forfeitures	2,156	0	0	0
<b>Fines and Forfeitures Total</b>	<b>254,473</b>	<b>241,011</b>	<b>220,000</b>	<b>210,000</b>
<b>Other Revenues</b>				
371000 Miscellaneous Income	216	0	0	0
371100 Recoveries from Collections	44	0	0	0
<b>Other Revenues Total</b>	<b>260</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>General Fund Transfers</b>				
381100 Transfer from General Fund	30,640,966	32,083,249	35,360,872	37,762,384
<b>General Fund Transfers Total</b>	<b>30,640,966</b>	<b>32,083,249</b>	<b>35,360,872</b>	<b>37,762,384</b>
<b>Other Fund Transfers</b>				
381180 Transfer from Comm Corrections	3,757,582	3,757,582	4,035,704	4,249,804
381185 Transfer from Criminal Justice	175,000	150,000	151,505	148,962
<b>Other Fund Transfers Total</b>	<b>3,932,582</b>	<b>3,907,582</b>	<b>4,187,209</b>	<b>4,398,766</b>
<b>General Fund Total</b>	<b>36,016,749</b>	<b>37,352,845</b>	<b>40,676,145</b>	<b>43,272,416</b>

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<b>180 - Community Corrections</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Intergovernmental State</b>				
332070 Community Corrections SB 1145	11,379,715	11,379,716	12,870,394	12,870,394
332071 Community Corrections Subsidy	33,166	33,166	35,178	35,178
332072 OR CJC Justice Reinvestment	1,282,706	1,282,705	1,285,163	1,552,939
332990 Other State Revenues	1,506,130	199,929	898,771	929,475
<b>Intergovernmental State Total</b>	<b>14,201,717</b>	<b>12,895,515</b>	<b>15,089,506</b>	<b>15,387,986</b>
<b>Charges for Services</b>				
341170 Witness Fees	35	0	0	0
341220 Supervision Fees	802,173	832,991	845,000	845,000
341230 Client Fees	6,002	6,773	3,000	4,000
341380 Workshop Fees	460	1,060	0	0
341430 Copy Machine Fees	0	143	0	0
341999 Other Fees	5,138	7,706	1,300	1,300
344999 Other Reimbursements	164,861	2,436	0	0
<b>Charges for Services Total</b>	<b>978,669</b>	<b>851,109</b>	<b>849,300</b>	<b>850,300</b>
<b>Interest</b>				
361000 Investment Earnings	24,575	30,938	30,000	0
<b>Interest Total</b>	<b>24,575</b>	<b>30,938</b>	<b>30,000</b>	<b>0</b>
<b>General Fund Transfers</b>				
381100 Transfer from General Fund	0	0	0	280,545
<b>General Fund Transfers Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>280,545</b>
<b>Other Fund Transfers</b>				
381185 Transfer from Criminal Justice	175,000	150,000	151,505	148,962
381250 Transfer from Sheriff Grants	0	0	14,162	0
<b>Other Fund Transfers Total</b>	<b>175,000</b>	<b>150,000</b>	<b>165,667</b>	<b>148,962</b>
<b>Net Working Capital</b>				
392000 Net Working Capital Unrestr	1,281,856	2,541,768	641,525	1,010,923
<b>Net Working Capital Total</b>	<b>1,281,856</b>	<b>2,541,768</b>	<b>641,525</b>	<b>1,010,923</b>
<b>Community Corrections Total</b>	<b>16,661,817</b>	<b>16,469,330</b>	<b>16,775,998</b>	<b>17,678,716</b>
<b>245 - Enhanced Public Safety ESSD</b>				
<b>Charges for Services</b>				
347201 SO Enforcement Services	0	0	0	1,664,315
<b>Charges for Services Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,664,315</b>
<b>Enhanced Public Safety ESSD Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,664,315</b>
<b>250 - Sheriff Grants</b>				
<b>Licenses and Permits</b>				
325010 Alarm Permits	56,868	58,010	57,121	58,000
<b>Licenses and Permits Total</b>	<b>56,868</b>	<b>58,010</b>	<b>57,121</b>	<b>58,000</b>

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<b>250 - Sheriff Grants</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Intergovernmental Federal</b>				
331011 Secure Rural Schools Title II	3,538	3,995	0	0
331024 US Dept of Justice DEA	505	0	17,374	17,374
331026 US Dept of Justice	0	8,901	9,518	90,100
331301 BIA Chemawa School Contract	500,365	547,931	575,430	502,509
331990 Other Federal Revenues	354,838	59,596	29,092	29,092
<b>Intergovernmental Federal Total</b>	<b>859,245</b>	<b>620,423</b>	<b>631,414</b>	<b>639,075</b>
<b>Intergovernmental State</b>				
332040 Marine Board	141,116	146,345	147,783	147,671
332072 OR CJC Justice Reinvestment	431,324	431,324	442,410	461,136
332990 Other State Revenues	11,160	254,722	353,595	430,615
<b>Intergovernmental State Total</b>	<b>583,600</b>	<b>832,391</b>	<b>943,788</b>	<b>1,039,422</b>
<b>Charges for Services</b>				
341160 Gun Permit Fees	272,096	257,570	341,050	252,030
341170 Witness Fees	(14)	0	0	0
341200 Towing Fees	35,520	30,945	31,170	27,120
341210 False Alarm Fees	18,164	18,982	14,550	15,000
341999 Other Fees	0	130	0	0
344999 Other Reimbursements	115,041	0	0	0
347201 SO Enforcement Services	898,776	994,707	1,010,460	1,067,441
<b>Charges for Services Total</b>	<b>1,339,583</b>	<b>1,302,334</b>	<b>1,397,230</b>	<b>1,361,591</b>
<b>Interest</b>				
361000 Investment Earnings	5,363	7,045	0	0
<b>Interest Total</b>	<b>5,363</b>	<b>7,045</b>	<b>0</b>	<b>0</b>
<b>Other Revenues</b>				
371000 Miscellaneous Income	90	0	0	41,552
372000 Over and Short	56	(26)	0	0
373100 Special Program Donations	16,335	21,052	6,500	15,600
<b>Other Revenues Total</b>	<b>16,481</b>	<b>21,026</b>	<b>6,500</b>	<b>57,152</b>
<b>General Fund Transfers</b>				
381100 Transfer from General Fund	39,652	54,226	58,916	64,363
<b>General Fund Transfers Total</b>	<b>39,652</b>	<b>54,226</b>	<b>58,916</b>	<b>64,363</b>
<b>Other Fund Transfers</b>				
381115 Transfer from Non Dept Grants	70,746	42,163	127,561	187,639
381190 Transfer from Health	0	7,915	7,915	8,751
<b>Other Fund Transfers Total</b>	<b>70,746</b>	<b>50,078</b>	<b>135,476</b>	<b>196,390</b>
<b>Net Working Capital</b>				
392000 Net Working Capital Unrestr	1,006,752	1,104,717	872,166	698,628
<b>Net Working Capital Total</b>	<b>1,006,752</b>	<b>1,104,717</b>	<b>872,166</b>	<b>698,628</b>
<b>Sheriff Grants Total</b>	<b>3,978,290</b>	<b>4,050,249</b>	<b>4,102,611</b>	<b>4,114,621</b>

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<b>255 - Traffic Safety Team</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Intergovernmental Federal</b>				
331225 Oregon State Sheriffs Assn	23,696	36,445	20,000	24,000
331229 Oregon Dept of Transportation	0	11,796	0	0
<b>Intergovernmental Federal Total</b>	<b>23,696</b>	<b>48,242</b>	<b>20,000</b>	<b>24,000</b>
<b>Intergovernmental State</b>				
332091 Oregon Dept of Transportation	0	13,081	35,000	70,000
<b>Intergovernmental State Total</b>	<b>0</b>	<b>13,081</b>	<b>35,000</b>	<b>70,000</b>
<b>Charges for Services</b>				
341170 Witness Fees	7	0	0	0
341630 Service Charges	1,223	0	0	0
344999 Other Reimbursements	165,823	1,274	0	0
347201 SO Enforcement Services	1,223	1,346	0	0
<b>Charges for Services Total</b>	<b>168,276</b>	<b>2,620</b>	<b>0</b>	<b>0</b>
<b>Fines and Forfeitures</b>				
351200 Traffic Fines	1,681,965	1,753,792	1,525,091	1,815,822
<b>Fines and Forfeitures Total</b>	<b>1,681,965</b>	<b>1,753,792</b>	<b>1,525,091</b>	<b>1,815,822</b>
<b>Interest</b>				
361000 Investment Earnings	7,328	8,470	3,436	10,948
<b>Interest Total</b>	<b>7,328</b>	<b>8,470</b>	<b>3,436</b>	<b>10,948</b>
<b>Net Working Capital</b>				
392000 Net Working Capital Unrestr	1,104,954	934,700	1,004,272	718,661
<b>Net Working Capital Total</b>	<b>1,104,954</b>	<b>934,700</b>	<b>1,004,272</b>	<b>718,661</b>
<b>Traffic Safety Team Total</b>	<b>2,986,219</b>	<b>2,760,906</b>	<b>2,587,799</b>	<b>2,639,431</b>
<b>290 - Inmate Welfare</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Charges for Services</b>				
341440 Vending Machine Fees	110,864	131,584	103,811	105,600
341450 Pay Telephone Fees	132,436	73,805	65,402	54,484
341999 Other Fees	805	1,090	0	0
<b>Charges for Services Total</b>	<b>244,104</b>	<b>206,478</b>	<b>169,213</b>	<b>160,084</b>
<b>Interest</b>				
361000 Investment Earnings	1,503	2,852	0	0
<b>Interest Total</b>	<b>1,503</b>	<b>2,852</b>	<b>0</b>	<b>0</b>
<b>Other Revenues</b>				
371000 Miscellaneous Income	613	695	0	0
373100 Special Program Donations	1,066	0	0	0
<b>Other Revenues Total</b>	<b>1,678</b>	<b>695</b>	<b>0</b>	<b>0</b>
<b>Net Working Capital</b>				
392000 Net Working Capital Unrestr	202,791	353,439	388,824	341,803
<b>Net Working Capital Total</b>	<b>202,791</b>	<b>353,439</b>	<b>388,824</b>	<b>341,803</b>
<b>Inmate Welfare Total</b>	<b>450,076</b>	<b>563,465</b>	<b>558,037</b>	<b>501,887</b>
<b>Sheriff's Office Grand Total</b>	<b>60,093,152</b>	<b>61,196,795</b>	<b>64,700,590</b>	<b>69,871,386</b>

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**Requirements by Fund Detail**

<b>100 - General Fund</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Personnel Services</b>				
<b>Salaries and Wages</b>				
511020 Salaries and Wages Budget Only	0	0	426,010	0
511110 Regular Wages	12,532,189	13,140,701	16,550,278	17,810,548
511120 Temporary Wages	298,627	269,831	196,780	187,739
511130 Vacation Pay	856,231	840,142	0	0
511140 Sick Pay	471,188	489,351	0	0
511150 Holiday Pay	671,920	761,443	0	0
511160 Comp Time Pay	180,047	178,627	0	0
511180 Differential Pay	37	0	0	26,059
511210 Compensation Credits	544,196	527,682	553,228	554,663
511220 Pager Pay	12,974	17,367	24,326	18,824
511240 Leave Payoff	67,931	55,299	0	85,128
511250 Training Pay	0	614	26,372	27,430
511270 Leadworker Pay	909	964	0	450
511280 Cell Phone Pay	1,829	3,211	0	0
511290 Health Insurance Waiver Pay	4,830	4,814	7,200	2,400
511410 Straight Pay	59,434	62,480	40,200	31,205
511420 Premium Pay	1,338,506	1,475,291	1,254,739	990,608
511430 Court Time	58,970	64,778	79,237	62,411
511450 Premium Pay Temps	1,676	3,137	0	0
511470 Extra Duty Contract Pay	1,888	4,804	0	0
511930 Clothing Allowance	5,400	9,400	9,835	8,200
<b>Salaries and Wages Total</b>	<b>17,108,783</b>	<b>17,909,936</b>	<b>19,168,205</b>	<b>19,805,665</b>
<b>Fringe Benefits</b>				
512010 Fringe Benefits Budget Only	0	0	140,819	423,712
512110 PERS	2,802,941	2,917,029	3,302,383	3,544,951
512120 401K	89,005	95,570	99,546	104,352
512130 PERS Debt Service	684,187	634,478	855,535	1,102,075
512200 FICA	1,288,429	1,348,954	1,319,761	1,414,993
512310 Medical Insurance	3,528,156	3,648,875	3,942,875	4,191,649
512320 Dental Insurance	358,327	373,203	387,895	415,628
512330 Group Term Life Insurance	25,284	26,643	30,839	32,516
512340 Long Term Disability Insurance	63,800	54,398	69,181	72,853
512400 Unemployment Insurance	68,311	66,139	63,311	67,969
512520 Workers Comp Insurance	7,407	6,957	7,577	7,549
512600 Wellness Program	8,877	9,005	9,710	9,790
512610 Employee Assistance Program	6,376	6,573	6,558	6,612
512700 County HSA Contributions	12,630	11,794	0	12,552
<b>Fringe Benefits Total</b>	<b>8,943,729</b>	<b>9,199,617</b>	<b>10,235,990</b>	<b>11,407,201</b>
<b>Personnel Services Total</b>	<b>26,052,512</b>	<b>27,109,553</b>	<b>29,404,195</b>	<b>31,212,866</b>
<b>Materials and Services</b>				
<b>Supplies</b>				
521010 Office Supplies	38,725	38,852	35,587	32,279

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<b>100 - General Fund</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Materials and Services</b>				
521030 Field Supplies	65,402	74,245	80,854	69,607
521040 Institutional Supplies	171,796	168,967	167,088	159,288
521050 Janitorial Supplies	38,463	23,927	38,877	29,528
521070 Departmental Supplies	52,927	67,954	75,914	67,318
521080 Food Supplies	3,009	4,038	5,604	6,452
521090 Uniforms and Clothing	117,209	97,926	142,704	136,570
521100 Medical Supplies	40,489	27,561	30,000	25,000
521110 First Aid Supplies	4,239	5,487	4,003	3,766
521120 Drugs	315,607	230,258	300,000	230,000
521170 Educational Supplies	3,602	6,088	3,100	4,600
521190 Publications	930	883	1,618	1,500
521210 Gasoline	181,126	171,809	220,353	266,139
521220 Diesel	801	766	1,139	1,071
521240 Automotive Supplies	0	6	0	0
521300 Safety Clothing	11,817	7,510	7,300	11,400
521310 Safety Equipment	728	103	500	1,000
<b>Supplies Total</b>	<b>1,046,869</b>	<b>926,380</b>	<b>1,114,641</b>	<b>1,045,518</b>
<b>Materials</b>				
522060 Sign Materials	914	424	2,300	2,200
522100 Parts	0	363	0	0
522120 Tires and Accessories	0	60	0	0
522150 Small Office Equipment	34,366	40,885	48,806	41,675
522160 Small Departmental Equipment	27,126	25,016	77,239	62,276
522170 Computers Non Capital	28,229	12,005	39,310	30,041
522180 Software	16,894	17,930	11,350	10,060
<b>Materials Total</b>	<b>107,529</b>	<b>96,684</b>	<b>179,005</b>	<b>146,252</b>
<b>Communications</b>				
523010 Telephone Equipment	2,461	3,082	1,495	1,800
523015 Video Security Equipment	192	0	0	0
523020 Phone and Communication Svcs	44,267	45,941	45,175	47,265
523040 Data Connections	42,696	46,665	51,622	52,414
523050 Postage	15,695	14,224	18,363	20,163
523060 Cellular Phones	51,806	57,192	65,414	70,504
523090 Long Distance Charges	2,890	2,593	2,842	2,238
523100 Radios and Accessories	14,821	8,912	39,030	24,255
<b>Communications Total</b>	<b>174,826</b>	<b>178,609</b>	<b>223,941</b>	<b>218,639</b>
<b>Utilities</b>				
524010 Electricity	333,999	344,946	339,092	327,134
524020 Street Light Electricity	175	175	188	155
524040 Natural Gas	65,290	84,740	64,705	95,122
524050 Water	96,947	142,555	103,358	114,711
524070 Sewer	143,810	191,726	143,775	158,307
524090 Garbage Disposal and Recycling	15,185	19,981	15,988	21,911
<b>Utilities Total</b>	<b>655,407</b>	<b>784,124</b>	<b>667,106</b>	<b>717,340</b>

MARION COUNTY FY 2018-19 BUDGET  
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<b>100 - General Fund</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Materials and Services</b>				
<b>Contracted Services</b>				
525110 Consulting Services	540	0	0	0
525150 Audit Services	0	3,000	0	0
525155 Credit Card Fees	0	5	0	0
525210 Medical Services	148,331	166,525	159,600	208,990
525211 Psychiatric Services	17,605	15,147	20,000	13,800
525215 Dental Services	55,396	11,156	42,100	57,080
525220 Hospital Services	74,966	79,854	85,146	136,488
525225 Ambulance Services	13,066	19,900	57,000	30,000
525235 Laboratory Services	14,320	16,173	16,120	21,350
525240 XRay Services	21,208	24,176	27,700	18,000
525310 Laundry Services	27,679	27,432	25,000	23,500
525320 Food Services	1,007,578	972,261	1,042,019	1,100,304
525330 Transportation Services	115	98	250	250
525350 Janitorial Services	1,353	947	948	948
525360 Public Works Services	1,042	1,713	0	0
525400 Public Safety Program Services	8,574	6,738	8,598	9,197
525410 Dispatch Services	875,237	932,231	981,466	1,042,377
525420 Regional Area Info Network	14,940	16,636	16,636	14,972
525450 Subscription Services	3,055	3,665	8,460	10,528
525510 Legal Services	2,400	2,400	2,400	2,400
525550 Court Services	10	0	0	0
525555 Security Services	734	917	924	912
525710 Printing Services	12,974	14,334	15,151	20,351
525715 Advertising	4,094	1,500	8,600	1,000
525735 Mail Services	1,985	1,935	1,989	2,027
525740 Document Disposal Services	6,748	6,175	6,596	6,346
525770 Interpreters and Translators	138	0	800	500
525870 Hazardous Waste Disposal	4,773	5,277	5,000	5,000
525930 Fair Events and Activities	0	35	0	0
525999 Other Contracted Services	10,443	179,612	54,940	45,440
<b>Contracted Services Total</b>	<b>2,329,302</b>	<b>2,509,842</b>	<b>2,587,443</b>	<b>2,771,760</b>
<b>Repairs and Maintenance</b>				
526010 Office Equipment Maintenance	110,660	116,496	117,963	121,926
526011 Dept Equipment Maintenance	2,137	2,764	8,150	6,850
526012 Vehicle Maintenance	20,990	22,129	34,750	23,750
526014 Radio Maintenance	866	1,356	2,700	2,200
526020 Computer Hardware Maintenance	3,922	5,109	5,500	5,500
526021 Computer Software Maintenance	2,952	3,127	1,652	1,752
526022 Telephone Maintenance	0	0	1,200	1,200
526030 Building Maintenance	66,042	45,994	30,080	29,700
526040 Remodels and Site Improvements	7,320	182	16,900	13,712
<b>Repairs and Maintenance Total</b>	<b>214,888</b>	<b>197,158</b>	<b>218,895</b>	<b>206,590</b>

MARION COUNTY FY 2018-19 BUDGET  
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<b>100 - General Fund</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Materials and Services</b>				
<b>Rentals</b>				
527100 Vehicle Rental	2,241	2,428	2,560	3,300
527110 Fleet Leases	738,542	742,352	751,166	780,540
527120 Motor Pool Mileage	1,729	1,327	1,000	900
527130 Parking	855	976	398	220
527140 County Parking	13,860	13,915	13,860	14,520
527210 Building Rental Private	18,051	15,939	17,562	17,915
527300 Equipment Rental	6,449	6,063	9,780	7,326
<b>Rentals Total</b>	<b>781,728</b>	<b>783,001</b>	<b>796,326</b>	<b>824,721</b>
<b>Insurance</b>				
528220 Notary Bonds	200	400	848	848
528415 Auto Claims	8,478	9,152	0	0
<b>Insurance Total</b>	<b>8,678</b>	<b>9,552</b>	<b>848</b>	<b>848</b>
<b>Miscellaneous</b>				
529110 Mileage Reimbursement	0	221	0	0
529120 Commercial Travel	9,302	11,819	18,370	16,842
529130 Meals	18,787	21,542	29,415	23,035
529140 Lodging	36,493	36,418	44,237	34,390
529210 Meetings	1,305	2,369	2,950	3,315
529220 Conferences	190	1,290	0	0
529230 Training	54,254	54,152	78,160	63,207
529250 Tuition Reimbursement	1,000	1,000	3,000	3,000
529300 Dues and Memberships	5,036	5,274	5,248	6,308
529610 Homicide Investigations	1,147	4,299	8,000	7,000
529620 Narcotics Investigations	0	0	2,000	0
529650 Pre Employment Costs	33,156	44,629	16,200	16,200
529690 Other Investigations	7,072	1,945	3,700	3,700
529740 Fairs and Shows	472	1,724	2,000	1,800
529830 Dog Licenses	128	0	140	96
529840 Professional Licenses	250	335	550	550
529850 Device Licenses	0	0	505	505
529860 Permits	88	88	0	0
529910 Awards and Recognition	4,907	4,503	4,050	4,050
529999 Miscellaneous Expense	0	27	0	0
<b>Miscellaneous Total</b>	<b>173,586</b>	<b>191,634</b>	<b>218,525</b>	<b>183,998</b>
<b>Materials and Services Total</b>	<b>5,492,814</b>	<b>5,676,983</b>	<b>6,006,730</b>	<b>6,115,666</b>
<b>Administrative Charges</b>				
611100 County Admin Allocation	287,947	335,432	380,884	386,468
611210 Facilities Mgt Allocation	872,467	871,209	976,913	1,018,650
611220 Custodial Allocation	151,740	159,629	172,737	223,946
611230 Courier Allocation	14,746	14,859	17,308	11,400
611250 Risk Management Allocation	165,730	115,728	170,439	229,285
611255 Benefits Allocation	73,223	69,157	76,661	77,121
611260 Human Resources Allocation	251,918	264,178	312,360	311,484
611300 Legal Services Allocation	200,102	266,391	365,733	436,247



MARION COUNTY FY 2018-19 BUDGET  
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SHERIFF'S OFFICE

<b>100 - General Fund</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Administrative Charges</b>				
611400 Information Tech Allocation	643,026	680,156	748,243	852,664
611410 FIMS Allocation	388,033	464,386	482,946	413,839
611420 Telecommunications Allocation	85,026	78,920	84,547	117,931
611430 Info Tech Direct Charges	321,065	283,400	357,282	398,774
611600 Finance Allocation	340,038	317,590	366,117	387,612
611800 MCBEE Allocation	7,717	26,531	17,685	25,815
612100 IT Equipment Use Charges	58,646	61,375	66,165	131,848
614100 Liability Insurance Allocation	438,800	396,500	477,900	714,300
614200 WC Insurance Allocation	171,200	170,500	191,300	206,500
619900 Distributed Admin Charges	0	(9,631)	0	0
<b>Administrative Charges Total</b>	<b>4,471,424</b>	<b>4,566,310</b>	<b>5,265,220</b>	<b>5,943,884</b>
<b>General Fund Total</b>	<b>36,016,750</b>	<b>37,352,845</b>	<b>40,676,145</b>	<b>43,272,416</b>
<b>180 - Community Corrections</b>				
<b>Personnel Services</b>				
<b>Salaries and Wages</b>				
511020 Salaries and Wages Budget Only	0	0	117,019	0
511110 Regular Wages	3,711,281	4,165,987	4,947,592	5,274,886
511120 Temporary Wages	52,766	18,642	14,698	0
511130 Vacation Pay	246,337	266,944	0	0
511140 Sick Pay	151,034	170,080	0	0
511150 Holiday Pay	196,449	239,284	0	0
511160 Comp Time Pay	19,081	15,251	0	0
511210 Compensation Credits	133,608	136,095	132,798	138,601
511220 Pager Pay	20,520	20,856	27,644	20,800
511240 Leave Payoff	21,190	15,302	0	0
511250 Training Pay	0	0	7,682	6,775
511270 Leadworker Pay	88	0	0	0
511280 Cell Phone Pay	565	2,325	0	0
511290 Health Insurance Waiver Pay	4,587	8,021	7,200	2,400
511410 Straight Pay	229	771	0	0
511420 Premium Pay	36,433	33,578	68,434	29,032
<b>Salaries and Wages Total</b>	<b>4,594,168</b>	<b>5,093,135</b>	<b>5,323,067</b>	<b>5,472,494</b>
<b>Fringe Benefits</b>				
512010 Fringe Benefits Budget Only	0	0	38,535	19,191
512110 PERS	747,864	843,420	981,906	1,045,264
512120 401K	25,235	27,786	29,411	30,917
512130 PERS Debt Service	199,105	206,887	254,375	324,954
512200 FICA	348,709	384,579	388,534	412,127
512310 Medical Insurance	1,005,066	1,128,910	1,140,259	1,250,729
512320 Dental Insurance	100,855	111,060	113,350	124,375
512330 Group Term Life Insurance	7,887	8,967	9,367	9,831
512340 Long Term Disability Insurance	19,806	18,291	20,990	22,016
512400 Unemployment Insurance	18,392	18,788	18,823	20,035

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
SHERIFF'S OFFICE

<b>180 - Community Corrections</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Personnel Services</b>				
512520 Workers Comp Insurance	2,145	2,112	2,373	2,343
512600 Wellness Program	2,810	3,101	3,126	3,126
512610 Employee Assistance Program	2,018	2,265	2,110	2,110
512700 County HSA Contributions	14,348	12,506	0	10,556
Fringe Benefits Total	2,494,240	2,768,673	3,003,159	3,277,574
Personnel Services Total	<b>7,088,408</b>	<b>7,861,807</b>	<b>8,326,226</b>	<b>8,750,068</b>
<b>Materials and Services</b>				
<b>Supplies</b>				
521010 Office Supplies	18,926	14,296	20,199	15,500
521030 Field Supplies	15,173	14,777	6,200	13,210
521070 Departmental Supplies	1,609	2,269	1,600	1,600
521080 Food Supplies	1,979	1,690	3,000	2,500
521090 Uniforms and Clothing	14,565	14,365	24,655	20,411
521100 Medical Supplies	754	644	1,343	1,410
521110 First Aid Supplies	0	33	1,000	1,000
521120 Drugs	0	48	1,200	500
521170 Educational Supplies	798	2,777	6,271	1,500
521190 Publications	78	0	0	0
521210 Gasoline	12,470	12,757	14,548	17,094
Supplies Total	66,353	63,656	80,016	74,725
<b>Materials</b>				
522150 Small Office Equipment	6,660	3,207	8,500	1,500
522160 Small Departmental Equipment	673	8,593	7,012	7,846
522170 Computers Non Capital	7,056	5,145	9,800	2,000
522180 Software	8,259	4,320	5,280	5,280
Materials Total	22,648	21,265	30,592	16,626
<b>Communications</b>				
523010 Telephone Equipment	308	277	1,000	1,000
523020 Phone and Communication Svcs	3,792	4,313	4,320	4,398
523040 Data Connections	19,608	21,123	21,372	20,645
523050 Postage	28,851	26,209	31,171	33,772
523060 Cellular Phones	16,487	22,771	26,472	26,019
523090 Long Distance Charges	743	691	700	700
523100 Radios and Accessories	0	3,551	8,878	8,878
Communications Total	69,790	78,935	93,913	95,412
<b>Utilities</b>				
524010 Electricity	15,374	16,081	15,315	23,561
524020 Street Light Electricity	0	0	0	11
524040 Natural Gas	576	640	719	11,360
524050 Water	0	0	0	1,031
524070 Sewer	0	0	0	2,299
524090 Garbage Disposal and Recycling	242	348	306	2,103
Utilities Total	16,192	17,069	16,340	40,365

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
SHERIFF'S OFFICE

<b>180 - Community Corrections</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Materials and Services</b>				
<b>Contracted Services</b>				
525155 Credit Card Fees	1,753	2,385	2,500	2,960
525210 Medical Services	1,100	0	16,783	2,200
525235 Laboratory Services	21,906	53,020	35,000	15,000
525261 Social Services	881,122	1,355,899	1,431,869	1,437,007
525310 Laundry Services	928	1,080	1,000	1,134
525330 Transportation Services	15,567	12,062	12,604	12,914
525335 Housing Subsidies	155,226	158,852	141,596	183,280
525350 Janitorial Services	11,746	12,427	11,675	5,009
525360 Public Works Services	0	697	0	0
525400 Public Safety Program Services	102,175	101,939	111,525	111,523
525410 Dispatch Services	86,302	91,885	93,180	98,502
525420 Regional Area Info Network	4,717	5,253	5,253	4,728
525440 Client Assistance	2,563	864	1,000	1,500
525450 Subscription Services	413	0	1,000	1,000
525510 Legal Services	1,200	1,200	1,200	1,200
525710 Printing Services	3,145	7,156	8,000	12,155
525735 Mail Services	3,719	3,550	3,653	3,650
525740 Document Disposal Services	3,044	3,800	3,500	3,500
525770 Interpreters and Translators	138	319	1,000	2,000
525870 Hazardous Waste Disposal	281	354	500	500
525999 Other Contracted Services	549,343	690,246	485,658	779,113
<b>Contracted Services Total</b>	<b>1,846,387</b>	<b>2,502,988</b>	<b>2,368,496</b>	<b>2,678,875</b>
<b>Repairs and Maintenance</b>				
526010 Office Equipment Maintenance	35,943	36,508	35,667	34,671
526014 Radio Maintenance	0	42	1,000	0
526021 Computer Software Maintenance	1,000	1,000	0	0
526030 Building Maintenance	658	954	1,000	0
526040 Remodels and Site Improvements	87	0	0	0
<b>Repairs and Maintenance Total</b>	<b>37,688</b>	<b>38,504</b>	<b>37,667</b>	<b>34,671</b>
<b>Rentals</b>				
527110 Fleet Leases	101,032	111,156	108,732	116,532
527130 Parking	261	0	0	0
527210 Building Rental Private	137,845	144,479	147,937	59,809
527300 Equipment Rental	0	238	0	0
<b>Rentals Total</b>	<b>239,138</b>	<b>255,873</b>	<b>256,669</b>	<b>176,341</b>
<b>Insurance</b>				
528220 Notary Bonds	0	160	120	120
<b>Insurance Total</b>	<b>0</b>	<b>160</b>	<b>120</b>	<b>120</b>
<b>Miscellaneous</b>				
529120 Commercial Travel	1,786	355	0	300
529130 Meals	3,590	3,806	8,100	6,030
529140 Lodging	6,495	10,812	10,600	8,400

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
SHERIFF'S OFFICE

<b>180 - Community Corrections</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Materials and Services</b>				
529210 Meetings	1,626	615	2,150	2,150
529230 Training	22,585	41,472	26,845	17,964
529250 Tuition Reimbursement	1,000	0	0	0
529300 Dues and Memberships	5,355	6,825	8,005	6,735
529650 Pre Employment Costs	8,338	7,766	4,050	2,000
529740 Fairs and Shows	0	0	500	0
529910 Awards and Recognition	594	754	1,500	1,500
529999 Miscellaneous Expense	60	30	0	0
<b>Miscellaneous Total</b>	<b>51,430</b>	<b>72,435</b>	<b>61,750</b>	<b>45,079</b>
<b>Materials and Services Total</b>	<b>2,349,624</b>	<b>3,050,884</b>	<b>2,945,563</b>	<b>3,162,214</b>
<b>Administrative Charges</b>				
611100 County Admin Allocation	84,864	103,737	117,010	116,117
611210 Facilities Mgt Allocation	45,959	45,892	51,564	86,141
611220 Custodial Allocation	32,799	34,463	37,294	65,016
611230 Courier Allocation	4,219	4,493	4,930	3,215
611250 Risk Management Allocation	17,606	40,288	35,046	18,949
611255 Benefits Allocation	20,946	20,914	21,836	21,752
611260 Human Resources Allocation	72,065	79,888	88,972	87,852
611300 Legal Services Allocation	15,173	21,612	22,428	22,095
611400 Information Tech Allocation	195,327	215,132	246,668	271,969
611410 FIMS Allocation	117,913	146,837	159,046	131,989
611420 Telecommunications Allocation	25,863	24,953	27,828	37,656
611430 Info Tech Direct Charges	97,452	89,705	117,563	127,208
611600 Finance Allocation	109,296	104,410	134,827	135,010
611800 MCBEE Allocation	2,345	8,389	5,824	8,233
612100 IT Equipment Use Charges	17,809	19,418	21,806	42,044
614100 Liability Insurance Allocation	32,400	132,800	88,100	38,700
614200 WC Insurance Allocation	32,400	64,600	49,500	37,400
<b>Administrative Charges Total</b>	<b>924,436</b>	<b>1,157,531</b>	<b>1,230,242</b>	<b>1,251,346</b>
<b>Transfers Out</b>				
561100 Transfer to General Fund	3,757,582	3,757,582	4,035,704	4,249,804
561410 Transfer to Debt Service	0	0	0	129,078
<b>Transfers Out Total</b>	<b>3,757,582</b>	<b>3,757,582</b>	<b>4,035,704</b>	<b>4,378,882</b>
<b>Contingency</b>				
571010 Contingency	0	0	56,588	136,206
<b>Contingency Total</b>	<b>0</b>	<b>0</b>	<b>56,588</b>	<b>136,206</b>
<b>Ending Fund Balance</b>				
573010 Unapprop Ending Fund Balance	0	0	181,675	0
<b>Ending Fund Balance Total</b>	<b>0</b>	<b>0</b>	<b>181,675</b>	<b>0</b>
<b>Community Corrections Total</b>	<b>14,120,050</b>	<b>15,827,805</b>	<b>16,775,998</b>	<b>17,678,716</b>

MARION COUNTY FY 2018-19 BUDGET  
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SHERIFF'S OFFICE

<b>245 - Enhanced Public Safety ESSD</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Personnel Services</b>				
<b>Salaries and Wages</b>				
511110 Regular Wages	0	0	0	354,778
511420 Premium Pay	0	0	0	56,011
511430 Court Time	0	0	0	13,620
<b>Salaries and Wages Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>424,409</b>
<b>Fringe Benefits</b>				
512010 Fringe Benefits Budget Only	0	0	0	23,606
512110 PERS	0	0	0	68,476
512130 PERS Debt Service	0	0	0	21,290
512200 FICA	0	0	0	27,136
512310 Medical Insurance	0	0	0	87,780
512320 Dental Insurance	0	0	0	8,700
512330 Group Term Life Insurance	0	0	0	632
512340 Long Term Disability Insurance	0	0	0	1,414
512400 Unemployment Insurance	0	0	0	1,314
512520 Workers Comp Insurance	0	0	0	300
512600 Wellness Program	0	0	0	400
512610 Employee Assistance Program	0	0	0	270
<b>Fringe Benefits Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>241,318</b>
<b>Personnel Services Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>665,727</b>
<b>Materials and Services</b>				
<b>Supplies</b>				
521010 Office Supplies	0	0	0	940
521030 Field Supplies	0	0	0	6,650
521070 Departmental Supplies	0	0	0	1,540
521090 Uniforms and Clothing	0	0	0	40,980
521210 Gasoline	0	0	0	46,510
<b>Supplies Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>96,620</b>
<b>Communications</b>				
523040 Data Connections	0	0	0	4,800
523050 Postage	0	0	0	1,330
523060 Cellular Phones	0	0	0	5,400
<b>Communications Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>11,530</b>
<b>Contracted Services</b>				
525310 Laundry Services	0	0	0	1,340
525400 Public Safety Program Services	0	0	0	2,110
525410 Dispatch Services	0	0	0	75,106
525710 Printing Services	0	0	0	470
<b>Contracted Services Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>79,026</b>
<b>Repairs and Maintenance</b>				
526010 Office Equipment Maintenance	0	0	0	1,800
<b>Repairs and Maintenance Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,800</b>

MARION COUNTY FY 2018-19 BUDGET  
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<b>245 - Enhanced Public Safety ESSD</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Materials and Services</b>				
<b>Rentals</b>				
527110 Fleet Leases	0	0	0	42,912
Rentals Total	0	0	0	42,912
<b>Miscellaneous</b>				
529230 Training	0	0	0	2,230
Miscellaneous Total	0	0	0	2,230
<b>Materials and Services Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>234,118</b>
<b>Capital Outlay</b>				
531600 Computer Hardware Capital	0	0	0	17,400
Capital Outlay Total	<b>0</b>	<b>0</b>	<b>0</b>	<b>17,400</b>
<b>Transfers Out</b>				
561595 Transfer to Fleet Management	0	0	0	126,888
Transfers Out Total	<b>0</b>	<b>0</b>	<b>0</b>	<b>126,888</b>
<b>Contingency</b>				
571010 Contingency	0	0	0	166,432
Contingency Total	<b>0</b>	<b>0</b>	<b>0</b>	<b>166,432</b>
<b>Ending Fund Balance</b>				
573010 Unapprop Ending Fund Balance	0	0	0	453,750
Ending Fund Balance Total	<b>0</b>	<b>0</b>	<b>0</b>	<b>453,750</b>
<b>Enhanced Public Safety ESSD Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,664,315</b>
<b>250 - Sheriff Grants</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Personnel Services</b>				
<b>Salaries and Wages</b>				
511020 Salaries and Wages Budget Only	0	0	71,290	0
511110 Regular Wages	880,625	952,525	1,224,679	1,301,200
511120 Temporary Wages	15,452	15,859	17,849	13,024
511130 Vacation Pay	69,262	78,032	0	0
511140 Sick Pay	28,877	46,752	0	0
511150 Holiday Pay	48,693	55,275	0	0
511160 Comp Time Pay	3,986	3,180	0	0
511210 Compensation Credits	33,823	32,986	36,555	39,478
511220 Pager Pay	0	6,662	0	0
511240 Leave Payoff	3,248	4,862	0	0
511270 Leadworker Pay	0	31	0	0
511410 Straight Pay	1,119	1,395	0	0
511420 Premium Pay	119,840	174,212	233,689	219,279
511430 Court Time	1,745	2,691	0	0
511450 Premium Pay Temps	618	817	0	0
511470 Extra Duty Contract Pay	7,389	22,153	0	0
<b>Salaries and Wages Total</b>	<b>1,214,677</b>	<b>1,397,432</b>	<b>1,584,062</b>	<b>1,572,981</b>

MARION COUNTY FY 2018-19 BUDGET  
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SHERIFF'S OFFICE

<b>250 - Sheriff Grants</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Personnel Services</b>				
<b>Fringe Benefits</b>				
512010 Fringe Benefits Budget Only	0	0	21,091	71,439
512110 PERS	210,158	242,347	243,419	258,753
512120 401K	1,231	2,250	1,057	1,086
512130 PERS Debt Service	46,933	44,378	63,061	80,441
512200 FICA	92,380	103,427	97,163	103,318
512310 Medical Insurance	258,546	256,618	294,734	316,926
512320 Dental Insurance	27,867	28,387	29,116	31,413
512330 Group Term Life Insurance	1,808	1,917	2,237	2,350
512340 Long Term Disability Insurance	4,605	3,963	5,017	5,271
512400 Unemployment Insurance	4,933	5,106	4,665	4,962
512520 Workers Comp Insurance	571	527	590	553
512600 Wellness Program	641	641	714	684
512610 Employee Assistance Program	460	469	482	461
512700 County HSA Contributions	0	293	0	252
<b>Fringe Benefits Total</b>	<b>650,133</b>	<b>690,323</b>	<b>763,346</b>	<b>877,909</b>
<b>Personnel Services Total</b>	<b>1,864,811</b>	<b>2,087,755</b>	<b>2,347,408</b>	<b>2,450,890</b>
<b>Materials and Services</b>				
<b>Supplies</b>				
521010 Office Supplies	3,335	5,199	5,389	5,322
521030 Field Supplies	11,154	2,261	3,626	3,779
521040 Institutional Supplies	5,962	41,688	19,834	19,832
521050 Janitorial Supplies	145	8,729	5,622	5,622
521070 Departmental Supplies	5,011	9,792	9,419	9,216
521080 Food Supplies	394	1,249	400	900
521090 Uniforms and Clothing	8,157	12,272	12,479	15,154
521100 Medical Supplies	0	1,270	635	635
521110 First Aid Supplies	333	0	500	300
521120 Drugs	14	8,338	4,169	4,169
521170 Educational Supplies	1,945	792	0	4,904
521190 Publications	0	80	0	0
521210 Gasoline	33,142	46,455	36,230	52,472
521220 Diesel	139	178	180	614
521300 Safety Clothing	11,453	0	3,050	20,500
<b>Supplies Total</b>	<b>81,186</b>	<b>138,304</b>	<b>101,533</b>	<b>143,419</b>
<b>Materials</b>				
522060 Sign Materials	869	0	0	0
522100 Parts	943	531	1,850	1,750
522110 Batteries	0	69	0	0
522150 Small Office Equipment	6,187	2,930	35	150
522160 Small Departmental Equipment	8,830	10,436	12,391	20,469
522170 Computers Non Capital	925	1,435	0	0
522180 Software	1,200	600	660	660
<b>Materials Total</b>	<b>18,955</b>	<b>16,001</b>	<b>14,936</b>	<b>23,029</b>

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
SHERIFF'S OFFICE

<b>250 - Sheriff Grants</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Materials and Services</b>				
<b>Communications</b>				
523010 Telephone Equipment	0	147	0	0
523015 Video Security Equipment	3,170	295	0	0
523040 Data Connections	2,646	1,484	5,157	5,138
523050 Postage	9,735	9,100	10,985	11,418
523060 Cellular Phones	6,174	6,004	7,469	7,269
523090 Long Distance Charges	21	19	50	25
523100 Radios and Accessories	26,796	43,750	25,000	0
<b>Communications Total</b>	<b>48,541</b>	<b>60,798</b>	<b>48,661</b>	<b>23,850</b>
<b>Contracted Services</b>				
525210 Medical Services	0	3,946	1,969	1,969
525211 Psychiatric Services	0	848	424	424
525215 Dental Services	0	1,572	786	786
525220 Hospital Services	0	9,736	4,868	4,868
525225 Ambulance Services	0	1,250	625	625
525261 Social Services	148,771	111,985	154,469	10,200
525310 Laundry Services	1,011	1,220	1,451	1,482
525320 Food Services	0	31,934	15,967	15,967
525330 Transportation Services	1,844	65	150	0
525335 Housing Subsidies	9,163	0	0	0
525400 Public Safety Program Services	1,126	1,484	2,803	2,809
525410 Dispatch Services	124,252	139,162	152,225	158,399
525710 Printing Services	2,396	760	3,085	1,800
525715 Advertising	305	0	0	0
525735 Mail Services	1,184	1,117	1,118	1,082
525999 Other Contracted Services	104,931	89,825	7,806	39,474
<b>Contracted Services Total</b>	<b>394,982</b>	<b>394,905</b>	<b>347,746</b>	<b>239,885</b>
<b>Repairs and Maintenance</b>				
526010 Office Equipment Maintenance	5,475	5,013	4,856	5,710
526011 Dept Equipment Maintenance	1,080	1,112	1,080	1,080
526012 Vehicle Maintenance	12,479	4,253	5,533	5,033
526021 Computer Software Maintenance	9,450	9,825	9,825	9,825
526030 Building Maintenance	3,925	5,299	0	0
<b>Repairs and Maintenance Total</b>	<b>32,409</b>	<b>25,502</b>	<b>21,294</b>	<b>21,648</b>
<b>Rentals</b>				
527100 Vehicle Rental	1,915	2,949	0	47,676
527110 Fleet Leases	105,301	113,050	131,429	98,637
527120 Motor Pool Mileage	0	114	0	0
527130 Parking	215	363	0	0
<b>Rentals Total</b>	<b>107,431</b>	<b>116,477</b>	<b>131,429</b>	<b>146,313</b>
<b>Miscellaneous</b>				
529120 Commercial Travel	2,818	5,831	2,025	5,042
529130 Meals	4,923	5,392	3,996	3,683
529140 Lodging	8,447	11,384	5,586	7,603



MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
SHERIFF'S OFFICE

<b>250 - Sheriff Grants</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Materials and Services</b>				
529230 Training	5,882	13,223	36,382	37,096
529300 Dues and Memberships	185	285	175	250
529690 Other Investigations	44,784	37,465	41,490	27,630
529740 Fairs and Shows	74	0	0	0
529910 Awards and Recognition	622	0	100	300
529999 Miscellaneous Expense	0	974	0	0
<b>Miscellaneous Total</b>	<b>67,735</b>	<b>74,554</b>	<b>89,754</b>	<b>81,604</b>
<b>Materials and Services Total</b>	<b>751,239</b>	<b>826,541</b>	<b>755,353</b>	<b>679,748</b>
<b>Administrative Charges</b>				
611100 County Admin Allocation	24,746	26,870	32,340	32,830
611230 Courier Allocation	1,149	1,061	1,325	925
611250 Risk Management Allocation	5,814	3,613	5,655	8,466
611255 Benefits Allocation	5,707	4,941	5,868	6,257
611260 Human Resources Allocation	19,636	18,874	23,908	25,270
611400 Information Tech Allocation	60,669	60,338	69,611	75,676
611410 FIMS Allocation	36,628	41,265	45,003	36,743
611420 Telecommunications Allocation	8,029	7,026	7,875	10,484
611430 Info Tech Direct Charges	30,327	25,210	33,242	35,232
611600 Finance Allocation	37,163	33,457	39,670	36,506
611800 MCBEE Allocation	729	2,357	1,648	2,292
612100 IT Equipment Use Charges	5,527	5,444	6,154	11,702
614100 Liability Insurance Allocation	15,000	11,900	15,200	26,000
614200 WC Insurance Allocation	6,400	5,800	7,000	8,000
619900 Distributed Admin Charges	0	9,631	0	0
<b>Administrative Charges Total</b>	<b>257,524</b>	<b>257,787</b>	<b>294,499</b>	<b>316,383</b>
<b>Capital Outlay</b>				
531300 Departmental Equipment Capital	0	0	19,500	145,985
531350 Canines	0	6,000	31,876	26,168
<b>Capital Outlay Total</b>	<b>0</b>	<b>6,000</b>	<b>51,376</b>	<b>172,153</b>
<b>Transfers Out</b>				
561180 Transfer to Comm Corrections	0	0	14,162	0
<b>Transfers Out Total</b>	<b>0</b>	<b>0</b>	<b>14,162</b>	<b>0</b>
<b>Contingency</b>				
571010 Contingency	0	0	436,452	411,352
<b>Contingency Total</b>	<b>0</b>	<b>0</b>	<b>436,452</b>	<b>411,352</b>
<b>Ending Fund Balance</b>				
573010 Unapprop Ending Fund Balance	0	0	203,361	84,095
<b>Ending Fund Balance Total</b>	<b>0</b>	<b>0</b>	<b>203,361</b>	<b>84,095</b>
<b>Sheriff Grants Total</b>	<b>2,873,574</b>	<b>3,178,083</b>	<b>4,102,611</b>	<b>4,114,621</b>

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
SHERIFF'S OFFICE

<b>255 - Traffic Safety Team</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Personnel Services</b>				
<b>Salaries and Wages</b>				
511020 Salaries and Wages Budget Only	0	0	22,689	0
511110 Regular Wages	456,303	407,560	725,255	787,911
511130 Vacation Pay	38,400	28,594	0	0
511140 Sick Pay	28,568	15,365	0	0
511150 Holiday Pay	26,014	25,183	0	0
511160 Comp Time Pay	6,895	17,158	0	0
511180 Differential Pay	4,923	2,397	0	0
511210 Compensation Credits	21,421	24,827	29,667	26,177
511240 Leave Payoff	1,108	180	0	0
511270 Leadworker Pay	9	0	0	0
511410 Straight Pay	12,307	13,954	0	0
511420 Premium Pay	86,290	124,210	175,000	174,702
511430 Court Time	16,451	3,235	20,000	10,450
511470 Extra Duty Contract Pay	9,165	24,011	0	0
<b>Salaries and Wages Total</b>	<b>707,855</b>	<b>686,673</b>	<b>972,611</b>	<b>999,240</b>
<b>Fringe Benefits</b>				
512010 Fringe Benefits Budget Only	0	0	7,471	62,769
512110 PERS	120,522	117,296	145,699	157,119
512120 401K	2,785	3,295	2,437	2,566
512130 PERS Debt Service	28,423	23,030	37,745	48,846
512200 FICA	53,311	51,232	57,387	61,922
512310 Medical Insurance	132,183	119,476	169,053	191,256
512320 Dental Insurance	13,261	11,001	16,433	18,960
512330 Group Term Life Insurance	966	853	1,342	1,417
512340 Long Term Disability Insurance	2,458	1,768	3,013	3,172
512400 Unemployment Insurance	2,832	2,542	2,795	3,013
512520 Workers Comp Insurance	269	213	308	332
512600 Wellness Program	332	278	410	440
512610 Employee Assistance Program	238	206	277	298
512700 County HSA Contributions	0	0	0	41
<b>Fringe Benefits Total</b>	<b>357,582</b>	<b>331,190</b>	<b>444,370</b>	<b>552,151</b>
<b>Personnel Services Total</b>	<b>1,065,436</b>	<b>1,017,863</b>	<b>1,416,981</b>	<b>1,551,391</b>
<b>Materials and Services</b>				
<b>Supplies</b>				
521010 Office Supplies	1,091	623	4,000	3,500
521050 Janitorial Supplies	0	0	500	500
521070 Departmental Supplies	3,196	7,888	6,300	6,300
521090 Uniforms and Clothing	7,064	3,190	18,390	22,340
521110 First Aid Supplies	0	5,912	5,500	5,500
521170 Educational Supplies	4,621	10,644	10,000	10,000
521190 Publications	0	0	200	200
521210 Gasoline	20,336	20,358	21,869	27,837
521300 Safety Clothing	2,065	2,602	2,000	27,000

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
SHERIFF'S OFFICE

<b>255 - Traffic Safety Team</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Materials and Services</b>				
521310 Safety Equipment	0	44	0	0
<b>Supplies Total</b>	38,373	51,262	68,759	103,177
<b>Materials</b>				
522060 Sign Materials	222	0	0	0
522100 Parts	193	0	0	0
522150 Small Office Equipment	2,875	5,546	7,500	5,000
522160 Small Departmental Equipment	29,280	34,613	45,700	56,000
522170 Computers Non Capital	9,619	8,461	22,750	19,000
522180 Software	8,261	1,654	10,000	10,000
<b>Materials Total</b>	50,450	50,274	85,950	90,000
<b>Communications</b>				
523010 Telephone Equipment	50	470	1,840	2,400
523020 Phone and Communication Svcs	1,255	1,375	1,380	1,394
523040 Data Connections	5,891	4,923	4,800	5,281
523050 Postage	13	751	0	0
523060 Cellular Phones	5,254	5,573	4,560	4,656
523100 Radios and Accessories	21,268	9,983	11,360	15,160
<b>Communications Total</b>	33,730	23,075	23,940	28,891
<b>Utilities</b>				
524010 Electricity	0	0	2,000	0
524090 Garbage Disposal and Recycling	273	273	276	276
<b>Utilities Total</b>	273	273	2,276	276
<b>Contracted Services</b>				
525155 Credit Card Fees	6,378	8,542	7,500	10,282
525310 Laundry Services	28	45	200	200
525350 Janitorial Services	2,755	2,755	3,060	3,060
525410 Dispatch Services	133,498	142,134	144,138	152,371
525555 Security Services	563	455	3,000	3,000
525710 Printing Services	29	0	900	700
525715 Advertising	6,575	5,792	10,000	10,000
525999 Other Contracted Services	0	164	20,000	20,000
<b>Contracted Services Total</b>	149,826	159,887	188,798	199,613
<b>Repairs and Maintenance</b>				
526010 Office Equipment Maintenance	2,046	2,033	2,080	1,950
526011 Dept Equipment Maintenance	1,066	1,208	6,000	6,000
526012 Vehicle Maintenance	15,706	22,020	30,000	30,000
526014 Radio Maintenance	125	706	1,500	1,500
526020 Computer Hardware Maintenance	0	3,599	3,000	3,000
526021 Computer Software Maintenance	6,237	25,967	31,960	51,500
526022 Telephone Maintenance	0	0	300	200
526030 Building Maintenance	420	0	1,000	500

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
SHERIFF'S OFFICE

<b>255 - Traffic Safety Team</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Materials and Services</b>				
526040 Remodels and Site Improvements	4,198	846	7,500	5,000
<b>Repairs and Maintenance Total</b>	<b>29,797</b>	<b>56,379</b>	<b>83,340</b>	<b>99,650</b>
<b>Rentals</b>				
527100 Vehicle Rental	0	360	600	700
527110 Fleet Leases	106,596	106,214	108,816	117,444
527130 Parking	0	171	0	0
527210 Building Rental Private	6,719	6,861	6,972	7,153
<b>Rentals Total</b>	<b>113,315</b>	<b>113,605</b>	<b>116,388</b>	<b>125,297</b>
<b>Insurance</b>				
528220 Notary Bonds	0	40	0	0
528415 Auto Claims	686	0	0	0
<b>Insurance Total</b>	<b>686</b>	<b>40</b>	<b>0</b>	<b>0</b>
<b>Miscellaneous</b>				
529120 Commercial Travel	0	792	5,900	8,200
529130 Meals	1,953	2,672	8,000	10,350
529140 Lodging	1,100	2,243	9,400	14,025
529210 Meetings	209	221	350	400
529230 Training	5,575	10,014	44,815	29,565
529300 Dues and Memberships	350	175	0	0
529840 Professional Licenses	0	50	800	800
529910 Awards and Recognition	0	74	350	100
<b>Miscellaneous Total</b>	<b>9,186</b>	<b>16,241</b>	<b>69,615</b>	<b>63,440</b>
<b>Materials and Services Total</b>	<b>425,637</b>	<b>471,036</b>	<b>639,066</b>	<b>710,344</b>
<b>Administrative Charges</b>				
611100 County Admin Allocation	14,676	17,313	19,835	20,465
611230 Courier Allocation	702	699	821	545
611250 Risk Management Allocation	2,879	2,367	2,980	2,963
611255 Benefits Allocation	3,489	3,253	3,635	3,686
611260 Human Resources Allocation	12,004	12,426	14,812	14,888
611400 Information Tech Allocation	35,030	38,202	42,384	49,730
611410 FIMS Allocation	21,138	26,117	27,373	24,055
611420 Telecommunications Allocation	4,649	4,425	4,783	6,886
611430 Info Tech Direct Charges	17,589	15,966	20,270	23,073
611600 Finance Allocation	20,300	20,508	23,741	25,764
611800 MCBEE Allocation	421	1,492	1,002	1,500
612100 IT Equipment Use Charges	3,193	3,452	3,735	7,688
614100 Liability Insurance Allocation	7,100	8,200	8,100	8,600
614200 WC Insurance Allocation	3,500	3,400	3,600	3,300
<b>Administrative Charges Total</b>	<b>146,670</b>	<b>157,820</b>	<b>177,071</b>	<b>193,143</b>
<b>Capital Outlay</b>				
531300 Departmental Equipment Capital	3,202	4,999	75,000	60,000

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
SHERIFF'S OFFICE

<b>255 - Traffic Safety Team</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Capital Outlay</b>				
531600 Computer Hardware Capital	97,794	0	0	0
<b>Capital Outlay Total</b>	<b>100,996</b>	<b>4,999</b>	<b>75,000</b>	<b>60,000</b>
<b>Transfers Out</b>				
561100 Transfer to General Fund	100,000	100,000	100,000	100,000
561480 Xfer to Capital Impr Projects	135,000	0	155,610	0
561595 Transfer to Fleet Management	77,779	4,915	0	0
<b>Transfers Out Total</b>	<b>312,779</b>	<b>104,915</b>	<b>255,610</b>	<b>100,000</b>
<b>Contingency</b>				
571010 Contingency	0	0	24,071	24,553
<b>Contingency Total</b>	<b>0</b>	<b>0</b>	<b>24,071</b>	<b>24,553</b>
<b>Traffic Safety Team Total</b>	<b>2,051,518</b>	<b>1,756,634</b>	<b>2,587,799</b>	<b>2,639,431</b>
<b>290 - Inmate Welfare</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Personnel Services</b>				
<b>Salaries and Wages</b>				
511020 Salaries and Wages Budget Only	0	0	6,731	0
511110 Regular Wages	6,961	56,603	69,503	71,592
511130 Vacation Pay	304	1,195	0	0
511140 Sick Pay	90	1,118	0	0
511150 Holiday Pay	195	1,781	0	0
511160 Comp Time Pay	0	739	0	0
511210 Compensation Credits	0	1,313	2,673	2,754
511420 Premium Pay	189	5,697	0	0
511430 Court Time	0	197	0	0
<b>Salaries and Wages Total</b>	<b>7,738</b>	<b>68,642</b>	<b>78,907</b>	<b>74,346</b>
<b>Fringe Benefits</b>				
512010 Fringe Benefits Budget Only	0	0	2,216	0
512110 PERS	1,237	11,023	13,930	14,349
512130 PERS Debt Service	408	3,176	3,609	4,461
512200 FICA	586	5,155	5,503	5,687
512310 Medical Insurance	1,218	15,105	16,644	17,556
512320 Dental Insurance	115	1,316	1,644	1,740
512330 Group Term Life Insurance	8	103	130	134
512340 Long Term Disability Insurance	20	213	292	300
512400 Unemployment Insurance	31	251	267	275
512520 Workers Comp Insurance	5	28	30	30
512600 Wellness Program	3	33	40	40
512610 Employee Assistance Program	2	25	27	27
<b>Fringe Benefits Total</b>	<b>3,634</b>	<b>36,430</b>	<b>44,332</b>	<b>44,599</b>
<b>Personnel Services Total</b>	<b>11,372</b>	<b>105,072</b>	<b>123,239</b>	<b>118,945</b>
<b>Materials and Services</b>				
<b>Supplies</b>				
521010 Office Supplies	0	150	1,000	500

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
SHERIFF'S OFFICE

<b>290 - Inmate Welfare</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Materials and Services</b>				
521040 Institutional Supplies	9,466	11,863	15,000	13,000
521070 Departmental Supplies	4,737	3,255	3,931	3,800
521100 Medical Supplies	47	42	145	145
521110 First Aid Supplies	531	39	500	450
521170 Educational Supplies	0	134	500	350
521190 Publications	5,365	4,615	7,000	7,000
521300 Safety Clothing	1,929	490	3,050	3,050
521310 Safety Equipment	424	492	750	750
<b>Supplies Total</b>	<b>22,498</b>	<b>21,080</b>	<b>31,876</b>	<b>29,045</b>
<b>Materials</b>				
522150 Small Office Equipment	0	0	1,000	0
522160 Small Departmental Equipment	7,614	7,005	9,481	8,781
522170 Computers Non Capital	0	0	348	348
<b>Materials Total</b>	<b>7,614</b>	<b>7,005</b>	<b>10,829</b>	<b>9,129</b>
<b>Communications</b>				
523010 Telephone Equipment	0	0	100	100
523040 Data Connections	46	0	0	0
523050 Postage	108	0	200	200
523060 Cellular Phones	1,544	1,150	0	0
523090 Long Distance Charges	5	0	0	0
<b>Communications Total</b>	<b>1,704</b>	<b>1,150</b>	<b>300</b>	<b>300</b>
<b>Contracted Services</b>				
525261 Social Services	7,564	0	34,000	34,000
525330 Transportation Services	2,262	3,910	5,000	5,000
525450 Subscription Services	0	0	120	120
525710 Printing Services	0	1,281	3,000	2,000
<b>Contracted Services Total</b>	<b>9,826</b>	<b>5,191</b>	<b>42,120</b>	<b>41,120</b>
<b>Repairs and Maintenance</b>				
526011 Dept Equipment Maintenance	4,432	948	5,161	4,161
526012 Vehicle Maintenance	670	2,271	0	0
526030 Building Maintenance	0	330	0	0
526040 Remodels and Site Improvements	1,867	0	0	0
<b>Repairs and Maintenance Total</b>	<b>6,969</b>	<b>3,549</b>	<b>5,161</b>	<b>4,161</b>
<b>Rentals</b>				
527300 Equipment Rental	199	0	0	0
<b>Rentals Total</b>	<b>199</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Miscellaneous</b>				
529850 Device Licenses	1,900	1,980	2,000	2,005
<b>Miscellaneous Total</b>	<b>1,900</b>	<b>1,980</b>	<b>2,000</b>	<b>2,005</b>
<b>Materials and Services Total</b>	<b>50,709</b>	<b>39,955</b>	<b>92,286</b>	<b>85,760</b>
<b>Administrative Charges</b>				
611100 County Admin Allocation	3,264	3,379	1,727	1,905

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
SHERIFF'S OFFICE

<b>290 - Inmate Welfare</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Administrative Charges</b>				
611230 Courier Allocation	146	148	67	45
611250 Risk Management Allocation	734	510	305	423
611255 Benefits Allocation	723	686	299	304
611260 Human Resources Allocation	2,489	2,621	1,218	1,225
611400 Information Tech Allocation	8,343	6,917	3,987	4,942
611410 FIMS Allocation	4,996	4,748	2,491	2,453
611420 Telecommunications Allocation	1,099	821	434	682
611430 Info Tech Direct Charges	4,044	2,942	1,892	2,494
611600 Finance Allocation	5,150	3,440	2,492	3,080
611800 MCBEE Allocation	100	271	91	153
612100 IT Equipment Use Charges	768	631	356	748
614100 Liability Insurance Allocation	1,900	1,700	800	1,300
614200 WC Insurance Allocation	800	800	400	400
<b>Administrative Charges Total</b>	<b>34,556</b>	<b>29,614</b>	<b>16,559</b>	<b>20,154</b>
<b>Contingency</b>				
571010 Contingency	0	0	46,844	50,189
<b>Contingency Total</b>	<b>0</b>	<b>0</b>	<b>46,844</b>	<b>50,189</b>
<b>Ending Fund Balance</b>				
573010 Unapprop Ending Fund Balance	0	0	279,109	226,839
<b>Ending Fund Balance Total</b>	<b>0</b>	<b>0</b>	<b>279,109</b>	<b>226,839</b>
<b>Inmate Welfare Total</b>	<b>96,637</b>	<b>174,641</b>	<b>558,037</b>	<b>501,887</b>
<b>Sheriff's Office Grand Total</b>	<b>55,158,529</b>	<b>58,290,007</b>	<b>64,700,590</b>	<b>69,871,386</b>

# 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 engagement and strengthen the county through collaboration with residents, businesses, and other governmental entities.
- Objective 1 Provide direction to county committees and councils, including Children and Families Commission, Economic Development Advisory Board, Solid Waste Management Advisory Council, Marion County Public Safety Coordinating Council, and Parks Commission.
  - Objective 2 Coordinate public safety advocacy and funding through Marion County's Public Safety Coordinating Council.
  - Objective 3 Support the expansion of juvenile services and improved capital facilities.
  - Objective 4 Promote economic development by cultivating relationships with other regional organizations to align initiatives and priorities in a common strategic direction.
  - Objective 5 Advocate for upgrades and expansion of transportation facilities, including a plan for Urban Growth Boundary expansion/right of way, Cordon and Gaffin Road interchanges, a third bridge over the Willamette river, and alternative funding sources.
- Goal 2 Customer Service - Promote a culture of responsive service delivery and quality customer service.
- Objective 1 Update the customer service program and develop training refreshers targeted at both management and staff.
  - Objective 2 Promote customer service excellence and accountability during Department Head and Elected Officials meetings.
  - Objective 3 Continue to provide a strong, board-championed customer service focus 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 annual plan for countywide internal and external communications.



MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
BOARD OF COMMISSIONERS' OFFICE

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- Objective 2 Increase connections to employees and volunteers by ensuring regular communications through employee newsletters and attendance at department staff meetings.
- Objective 3 Increase county presence and outreach using approved social media tools.
  
- 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.
  - 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 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 2 Prioritize roads and bridges policy and projects.
  - Objective 3 Evaluate the feasibility of an East Salem Public Safety Service District.
  - Objective 4 Develop and finalize agreements with Oregon Garden partners.
  
- 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 emergency plan is in place for emergent diseases (Ebola, Avian Flu, etc.).

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
BOARD OF COMMISSIONERS' OFFICE

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**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, personnel administration, and clerical and program support for the commissioners, executive staff, boards, commissions, and community volunteers.

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
BOARD OF COMMISSIONERS' OFFICE

**RESOURCE AND REQUIREMENT SUMMARY**

Board of Commissioners Office	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Charges for Services	0	5,636	2,700	2,700	0.0%
Admin Cost Recovery	1,700,955	1,966,906	2,216,346	2,313,155	4.4%
Other Revenues	300	0	0	0	n.a.
General Fund Transfers	400,221	401,871	456,554	479,096	4.9%
<b>TOTAL RESOURCES</b>	<b>2,101,476</b>	<b>2,374,413</b>	<b>2,675,600</b>	<b>2,794,951</b>	<b>4.5%</b>
<b>REQUIREMENTS</b>					
Personnel Services					
Salaries and Wages	1,029,041	1,208,624	1,337,779	1,421,831	6.3%
Fringe Benefits	538,699	630,906	751,854	792,593	5.4%
<b>Total Personnel Services</b>	<b>1,567,741</b>	<b>1,839,530</b>	<b>2,089,633</b>	<b>2,214,424</b>	<b>6.0%</b>
Materials and Services					
Supplies	10,518	10,711	11,421	11,520	0.9%
Materials	5,090	3,363	2,112	3,975	88.2%
Communications	3,140	2,991	3,035	5,035	65.9%
Utilities	18,016	19,189	19,630	21,098	7.5%
Contracted Services	18,781	9,344	30,589	15,465	-49.4%
Repairs and Maintenance	1,444	723	660	1,000	51.5%
Rentals	34,685	34,041	37,281	36,163	-3.0%
Insurance	40	40	80	40	-50.0%
Miscellaneous	29,398	37,050	38,121	48,755	27.9%
<b>Total Materials and Services</b>	<b>121,113</b>	<b>117,452</b>	<b>142,929</b>	<b>143,051</b>	<b>0.1%</b>
Administrative Charges	412,622	417,431	443,038	437,476	-1.3%
<b>TOTAL REQUIREMENTS</b>	<b>2,101,476</b>	<b>2,374,412</b>	<b>2,675,600</b>	<b>2,794,951</b>	<b>4.5%</b>
<b>FTE</b>	14.00	15.00	15.00	15.00	0.0%

MARION COUNTY FY 2018-19 BUDGET  
 BY DEPARTMENT  
 BOARD OF COMMISSIONERS' OFFICE

<b>FUNDS</b>					
Fund Name	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	% of Total
<b>RESOURCES</b>					
FND 580 Central Services	2,101,476	2,374,413	2,675,600	2,794,951	100.0%
<b>TOTAL RESOURCES</b>	<b>2,101,476</b>	<b>2,374,413</b>	<b>2,675,600</b>	<b>2,794,951</b>	<b>100.0%</b>
<b>REQUIREMENTS</b>					
FND 580 Central Services	2,101,476	2,374,413	2,675,600	2,794,951	100.0%
<b>TOTAL REQUIREMENTS</b>	<b>2,101,476</b>	<b>2,374,413</b>	<b>2,675,600</b>	<b>2,794,951</b>	<b>100.0%</b>
<b>PROGRAMS</b>					
	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Board of Commissioners	2,101,476	2,374,413	2,675,600	2,794,951	4.5%
<b>TOTAL RESOURCES</b>	<b>2,101,476</b>	<b>2,374,413</b>	<b>2,675,600</b>	<b>2,794,951</b>	<b>4.5%</b>
<b>REQUIREMENTS</b>					
Board of Commissioners	2,101,476	2,374,413	2,675,600	2,794,951	4.5%
<b>TOTAL REQUIREMENTS</b>	<b>2,101,476</b>	<b>2,374,413</b>	<b>2,675,600</b>	<b>2,794,951</b>	<b>4.5%</b>

MARION COUNTY FY 2018-19 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 regional 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 Sewer District, Labish Village Sewage and Drainage District, Fargo Interchange Service District, East Salem Service District, Illahe Hills Street Lighting District, and Marion County Extension and 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.
- Community collaboration and partnership functions: (1) Partner to create investments in workforce, jobs, and community infrastructure to support a diverse and thriving economy; (2) Represent the county's 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 Department, Juvenile Department, local businesses, and citizen advocates.

**Program Summary**

Board of Commissioners Office	Program: Board of Commissioners				
	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Charges for Services	0	5,636	2,700	2,700	0.0%
Admin Cost Recovery	1,700,955	1,966,906	2,216,346	2,313,155	4.4%
Other Revenues	300	0	0	0	n.a.
General Fund Transfers	400,221	401,871	456,554	479,096	4.9%
<b>TOTAL RESOURCES</b>	<b>2,101,476</b>	<b>2,374,413</b>	<b>2,675,600</b>	<b>2,794,951</b>	<b>4.5%</b>
<b>REQUIREMENTS</b>					
Personnel Services	1,567,741	1,839,530	2,089,633	2,214,424	6.0%
Materials and Services	121,113	117,452	142,929	143,051	0.1%
Administrative Charges	412,622	417,431	443,038	437,476	-1.3%
<b>TOTAL REQUIREMENTS</b>	<b>2,101,476</b>	<b>2,374,412</b>	<b>2,675,600</b>	<b>2,794,951</b>	<b>4.5%</b>
<b>FTE</b>	14.00	15.00	15.00	15.00	0.0%

MARION COUNTY FY 2018-19 BUDGET  
 BY DEPARTMENT  
 BOARD OF COMMISSIONERS' OFFICE

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**FTE By Position Title By Program**

<b>Program: Board of Commissioners</b>	
<b>Position Title</b>	<b>FTE</b>
Administrative Services Manager Sr	1.00
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	1.00
Management Analyst 2	1.00
Policy Analyst	1.00
Senior Policy Analyst	2.00
<b>Program Board of Commissioners FTE Total:</b>	<b>15.00</b>

**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.

**REQUIREMENTS**

Personnel Services increased due to regular salary adjustments, increased PERS expense, and vacation payout costs for planned retirements.

MARION COUNTY FY 2018-19 BUDGET  
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**KEY DEPARTMENT ACCOMPLISHMENTS**

- The Board of Commissioners appointed two state representatives for vacated positions. In a joint session with Clackamas County, Rick Lewis was appointed to House District 18, and later Denyc Boles was appointed for House District 19.
- As part of a partnership between Marion County, Oregon Department of Veterans' Affairs, and Mid-Valley Community Action Agency, veterans living in Marion County will be served by a new dedicated veteran services program. In 2016, there were 24,148 veterans living in Marion County. The Veteran Services Officers will provide benefits counseling, as well as representing and advocating for veterans, their dependents, and survivors in obtaining benefits for which they are entitled.
- Marion County secured an \$83,103 health transformation grant from Willamette Valley Community Health to launch Law Enforcement Assisted Diversion, or LEAD. LEAD combines law enforcement, health care, and social services for people with multiple arrests, primarily for drug possession and other minor "livability," but not "victim-related," crimes. LEAD will focus on the top 100 utilizers of jail and emergency room services. Once identified by specially trained local law enforcement officers as a potential LEAD client, a Health Department navigator will assist with immediately connecting those in need with treatment, housing, and health services in lieu of jail.
- At 10:18 a.m., on August 21, 2017, Marion County experienced a total solar eclipse. Multiple county departments worked with government and community partners to ensure that the county's infrastructure and resources were ready. Marion County departments also updated their Continuity of Operations Plans in 2017/18. This planning is meant to ensure that provisions are in place to recover from service disruptions in the event of a catastrophic emergency.
- In August 2017, Marion County broke ground on a new 30,909 sq. ft. public safety building to house the Sheriff's Office parole and probation and enforcement divisions. The new building is expected to open summer 2018. The public safety building is part of a series of capital projects planned by Marion County. The county has taken advantage of low cost financing to improve infrastructure. A new juvenile courtroom is expected to open spring 2018 and the county will break ground on a new juvenile administration building in the summer of 2018.
- Marion County continues to find additional ways to support families with affordable housing options, including approving amendments to the Urban Zone Code to permit accessory dwelling units within urban growth boundaries outside of city limits. Marion County also pooled resources with the cities of Salem, Keizer, Monmouth and Independence, and the Mid-Willamette Valley Council of Governments to hire a program coordinator to implement the strategic plan adopted by the Mid-Willamette Homeless Initiative. The coordinator will work closely with local non-profits, government agencies, and businesses to establish a coordinated system of care that extends the reach of resources available to the local homeless population.
- Marion County contracted with Gershman Brickner and Bratton, Inc., to conduct a comprehensive analysis of the county's solid waste management system. The final report was presented in December 2017.
- Marion County celebrated with Covanta Marion the 30th anniversary of the Energy-from-Waste facility first opened in 1987. Located in Brooks, the EfW facility is part of the county's integrated solid waste system that prioritizes waste reduction and recycling, recovering energy from the material that remains. The facility processes 550 tons of municipal solid waste per day and has generated more than 2.5 million megawatt hours of electricity since the facility opened.

MARION COUNTY FY 2018-19 BUDGET  
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BOARD OF COMMISSIONERS' OFFICE

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- Marion County contracted with a consulting firm to perform a management and organization review of the Health Department. Recommendations included realignment of programs and services for a more effective and efficient organizational structure. The reorganization was completed in April 2018.
- Marion County and Salem Mass Transit District will begin year two of a lease agreement with the Saturday Market to host the weekly Wednesday Market on the North Block area. The market runs from May to September, with a wide variety of vendors that provide fresh fruits and vegetables, flowers, craft items, and other food products. Effort is underway in conjunction with the City of Salem to develop the area for permanent placement of the market and other similar activities.



MARION COUNTY FY 2018-19 BUDGET  
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**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 Estimate
.	15	58	261	268

Contacts: Public Safety

.	CY 2015 Actual	CY 2016 Actual	CY 2017 Actual	CY 2018 Estimate
.	44	83	424	436

Contacts: Transportation

.	CY 2015 Actual	CY 2016 Actual	CY 2017 Actual	CY 2018 Estimate
.	40	42	331	341

Contacts: General Government

.	CY 2015 Actual	CY 2016 Actual	CY 2017 Actual	CY 2018 Estimate
.	35	40	398	410

**Explanation of Trends and Changes**

Marion County launched a new, updated website September 2015. The new website contains a countywide "Contact Us" form that has proven to be popular with constituents. There were a total of 1,453 recorded contacts via the Marion County website in calendar year 2017, the first year this option was available. The data above shows the most common contact topics. We 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.

MARION COUNTY FY 2018-19 BUDGET  
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 BOARD OF COMMISSIONERS' OFFICE

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**# 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.

**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

.	<b>CY 2015 Actual</b>	<b>CY 2016 Actual</b>	<b>CY 2017 Actual</b>	<b>CY 2018 Estimate</b>
.	Facebook - 258 Twitter - 253	Facebook - 633 Twitter - 358	Facebook - 970 Twitter - 425	Facebook - 999 Twitter - 438

Number of press releases issued.

.	<b>CY 2015 Actual</b>	<b>CY 2016 Actual</b>	<b>CY 2017 Actual</b>	<b>CY 2018 Estimate</b>
.	44	51	53	55

Presentations given or external meetings attended by the county commissioners.

.	<b>CY 2015 Actual</b>	<b>CY 2016 Actual</b>	<b>CY 2017 Actual</b>	<b>CY 2018 Estimate</b>
.	427	581	566	583

**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 overall social networks as we utilize sponsored content and data analytics to tailor posts to our audiences.

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
BOARD OF COMMISSIONERS' OFFICE

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**# 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.

**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 LEAN-like 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.

<b>FY 14-15 Actual</b>	<b>FY 15-16 Actual</b>	<b>FY 16-17 Actual</b>	<b>FY 17-18 Estimate</b>	<b>FY 18-19 Estimate</b>
3	3	4	3	4

**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.

MARION COUNTY FY 2018-19 BUDGET  
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 BOARD OF COMMISSIONERS' OFFICE

**Resources by Fund Detail**

<b>580 - Central Services</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Charges for Services</b>				
344999 Other Reimbursements	0	2,961	0	0
347101 Central Svcs to Other Agencies	0	2,675	2,700	2,700
<b>Charges for Services Total</b>	<b>0</b>	<b>5,636</b>	<b>2,700</b>	<b>2,700</b>
<b>Admin Cost Recovery</b>				
411100 County Admin Allocation	1,700,955	1,966,906	2,216,346	2,313,155
<b>Admin Cost Recovery Total</b>	<b>1,700,955</b>	<b>1,966,906</b>	<b>2,216,346</b>	<b>2,313,155</b>
<b>Other Revenues</b>				
371000 Miscellaneous Income	300	0	0	0
<b>Other Revenues Total</b>	<b>300</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>General Fund Transfers</b>				
381100 Transfer from General Fund	400,221	401,871	456,554	479,096
<b>General Fund Transfers Total</b>	<b>400,221</b>	<b>401,871</b>	<b>456,554</b>	<b>479,096</b>
<b>Central Services Total</b>	<b>2,101,476</b>	<b>2,374,413</b>	<b>2,675,600</b>	<b>2,794,951</b>
Board of Commissioners Office	2,101,476	2,374,413	2,675,600	2,794,951
Grand Total				

MARION COUNTY FY 2018-19 BUDGET  
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BOARD OF COMMISSIONERS' OFFICE

**Requirements by Fund Detail**

<b>580 - Central Services</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Personnel Services</b>				
<b>Salaries and Wages</b>				
511110 Regular Wages	891,690	1,038,751	1,306,518	1,350,508
511130 Vacation Pay	52,291	62,390	0	0
511140 Sick Pay	16,962	25,771	0	0
511150 Holiday Pay	36,669	50,205	0	0
511160 Comp Time Pay	75	745	0	0
511210 Compensation Credits	30,142	30,096	30,901	31,905
511240 Leave Payoff	1,164	0	0	39,058
511280 Cell Phone Pay	13	361	360	360
511420 Premium Pay	35	306	0	0
<b>Salaries and Wages Total</b>	<b>1,029,041</b>	<b>1,208,624</b>	<b>1,337,779</b>	<b>1,421,831</b>
<b>Fringe Benefits</b>				
512010 Fringe Benefits Budget Only	0	0	5,800	0
512110 PERS	161,124	195,596	258,122	266,807
512120 401K	49,298	56,171	59,646	62,144
512130 PERS Debt Service	49,616	51,564	66,869	82,945
512200 FICA	71,819	84,339	100,784	104,402
512310 Medical Insurance	176,431	209,202	225,182	235,440
512320 Dental Insurance	16,789	19,738	21,000	23,400
512330 Group Term Life Insurance	1,677	1,983	2,482	2,554
512340 Long Term Disability Insurance	4,022	3,870	5,567	5,730
512400 Unemployment Insurance	4,108	4,487	4,947	5,116
512520 Workers Comp Insurance	383	392	450	450
512600 Wellness Program	485	558	600	600
512610 Employee Assistance Program	348	407	405	405
512700 County HSA Contributions	2,600	2,600	0	2,600
<b>Fringe Benefits Total</b>	<b>538,699</b>	<b>630,906</b>	<b>751,854</b>	<b>792,593</b>
<b>Personnel Services Total</b>	<b>1,567,741</b>	<b>1,839,530</b>	<b>2,089,633</b>	<b>2,214,424</b>
<b>Materials and Services</b>				
<b>Supplies</b>				
521010 Office Supplies	8,380	8,629	10,182	10,125
521190 Publications	2,138	2,048	1,139	1,345
521210 Gasoline	0	34	100	50
<b>Supplies Total</b>	<b>10,518</b>	<b>10,711</b>	<b>11,421</b>	<b>11,520</b>
<b>Materials</b>				
522150 Small Office Equipment	2,879	1,630	540	1,540
522160 Small Departmental Equipment	0	668	500	1,000
522170 Computers Non Capital	1,115	1,065	500	1,060
522180 Software	1,095	0	572	375
<b>Materials Total</b>	<b>5,090</b>	<b>3,363</b>	<b>2,112</b>	<b>3,975</b>
<b>Communications</b>				
523020 Phone and Communication Svcs	0	0	50	0
523040 Data Connections	227	281	200	291

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
BOARD OF COMMISSIONERS' OFFICE

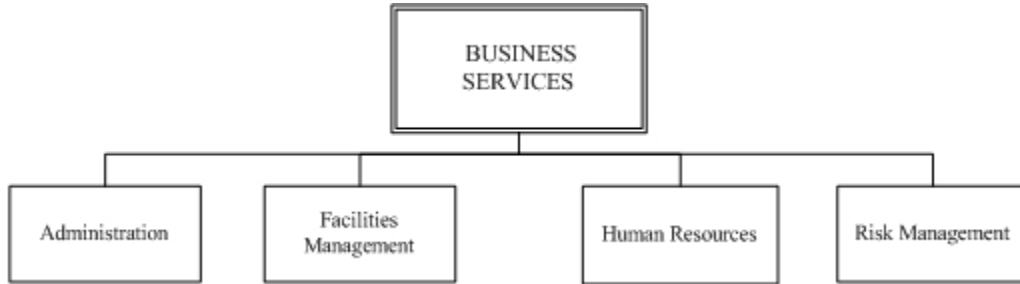
<b>580 - Central Services</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Materials and Services</b>				
523050 Postage	196	64	100	50
523060 Cellular Phones	2,549	2,482	2,550	4,526
523090 Long Distance Charges	168	164	135	168
<b>Communications Total</b>	<b>3,140</b>	<b>2,991</b>	<b>3,035</b>	<b>5,035</b>
<b>Utilities</b>				
524010 Electricity	16,142	16,791	17,422	18,974
524020 Street Light Electricity	0	12	11	12
524040 Natural Gas	163	219	155	162
524050 Water	280	318	318	280
524070 Sewer	469	699	699	622
524090 Garbage Disposal and Recycling	962	1,150	1,025	1,048
<b>Utilities Total</b>	<b>18,016</b>	<b>19,189</b>	<b>19,630</b>	<b>21,098</b>
<b>Contracted Services</b>				
525450 Subscription Services	3,384	3,139	4,000	490
525540 Witnesses	(35)	0	0	0
525710 Printing Services	5,782	2,899	5,905	3,700
525715 Advertising	997	1,432	1,125	1,440
525735 Mail Services	526	954	750	1,255
525740 Document Disposal Services	0	0	80	80
525999 Other Contracted Services	8,127	920	18,729	8,500
<b>Contracted Services Total</b>	<b>18,781</b>	<b>9,344</b>	<b>30,589</b>	<b>15,465</b>
<b>Repairs and Maintenance</b>				
526030 Building Maintenance	1,444	723	660	1,000
<b>Repairs and Maintenance Total</b>	<b>1,444</b>	<b>723</b>	<b>660</b>	<b>1,000</b>
<b>Rentals</b>				
527120 Motor Pool Mileage	369	761	450	800
527130 Parking	49	162	100	165
527240 Condo Assn Assessments	19,934	19,278	21,124	19,778
527300 Equipment Rental	14,334	13,840	15,607	15,420
<b>Rentals Total</b>	<b>34,685</b>	<b>34,041</b>	<b>37,281</b>	<b>36,163</b>
<b>Insurance</b>				
528220 Notary Bonds	40	40	80	40
<b>Insurance Total</b>	<b>40</b>	<b>40</b>	<b>80</b>	<b>40</b>
<b>Miscellaneous</b>				
529110 Mileage Reimbursement	1,396	1,599	3,138	4,158
529120 Commercial Travel	3,263	2,621	2,250	3,660
529130 Meals	290	4,302	4,300	7,300
529140 Lodging	5,508	7,026	4,189	7,000
529210 Meetings	8,989	7,059	6,686	7,229
529220 Conferences	4,941	8,227	7,095	8,825
529230 Training	1,778	623	4,000	4,469
529300 Dues and Memberships	2,616	3,553	4,130	4,058
529650 Pre Employment Costs	57	0	85	35

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
BOARD OF COMMISSIONERS' OFFICE

<b>580 - Central Services</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Materials and Services</b>				
529740 Fairs and Shows	434	521	748	521
529910 Awards and Recognition	126	1,520	1,500	1,500
<b>Miscellaneous Total</b>	<b>29,398</b>	<b>37,050</b>	<b>38,121</b>	<b>48,755</b>
<b>Materials and Services Total</b>	<b>121,113</b>	<b>117,452</b>	<b>142,929</b>	<b>143,051</b>
<b>Administrative Charges</b>				
611210 Facilities Mgt Allocation	41,235	41,175	46,265	45,434
611220 Custodial Allocation	29,923	31,440	34,024	35,443
611230 Courier Allocation	843	840	1,033	680
611250 Risk Management Allocation	2,988	2,530	3,133	3,387
611255 Benefits Allocation	4,186	3,906	4,574	4,596
611260 Human Resources Allocation	14,401	14,921	18,639	18,563
611300 Legal Services Allocation	232,559	226,809	228,303	215,123
611400 Information Tech Allocation	30,281	34,410	40,597	43,415
611410 FIMS Allocation	22,141	26,584	29,019	26,508
611420 Telecommunications Allocation	7,100	6,159	5,653	7,134
611600 Finance Allocation	13,409	12,554	15,734	17,454
611800 MCBEE Allocation	437	1,512	1,060	1,649
612100 IT Equipment Use Charges	2,119	2,191	2,704	4,490
614100 Liability Insurance Allocation	6,200	7,600	7,200	8,600
614200 WC Insurance Allocation	4,800	4,800	5,100	5,000
<b>Administrative Charges Total</b>	<b>412,622</b>	<b>417,431</b>	<b>443,038</b>	<b>437,476</b>
<b>Central Services Total</b>	<b>2,101,476</b>	<b>2,374,412</b>	<b>2,675,600</b>	<b>2,794,951</b>
Board of Commissioners Office	2,101,476	2,374,412	2,675,600	2,794,951
Grand Total				

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
BUSINESS SERVICES

## BUSINESS SERVICES



### MISSION STATEMENT

The mission of Business Services is to provide the ultimate customer experience by contributing specialized program expertise and promoting quality service delivery that helps optimize and achieve departments 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 2018-19 BUDGET  
BY DEPARTMENT  
BUSINESS SERVICES

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- 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 the technical resources, which provide real time labor availability, enhanced logistical efficiency, and improved maintenance process reliability.

MARION COUNTY FY 2018-19 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, Risk Management, Facilities Management, and Human Resources. Services include the following:

- 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 construction oversight of county-owned and leased facilities.

**RESOURCE AND REQUIREMENT SUMMARY**

Business Services	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Charges for Services	421,721	417,138	342,128	370,076	8.2%
Admin Cost Recovery	6,046,774	6,108,676	6,939,685	7,257,223	4.6%
Other Revenues	0	55	0	0	n.a.
<b>TOTAL RESOURCES</b>	<b>6,468,495</b>	<b>6,525,869</b>	<b>7,281,813</b>	<b>7,627,299</b>	<b>4.7%</b>
<b>REQUIREMENTS</b>					
Personnel Services					
Salaries and Wages	3,197,359	3,208,826	3,511,460	3,671,805	4.6%
Fringe Benefits	1,844,989	1,849,233	2,137,558	2,271,052	6.2%
<b>Total Personnel Services</b>	<b>5,042,348</b>	<b>5,058,059</b>	<b>5,649,018</b>	<b>5,942,857</b>	<b>5.2%</b>
Materials and Services					
Supplies	133,045	167,850	167,750	171,425	2.2%
Materials	56,667	31,291	27,525	22,686	-17.6%
Communications	19,225	17,718	20,255	20,180	-0.4%
Utilities	32,906	33,665	33,236	42,120	26.7%
Contracted Services	280,863	270,468	244,118	248,170	1.7%
Repairs and Maintenance	326,582	262,911	343,378	364,515	6.2%
Rentals	83,320	80,031	83,774	80,437	-4.0%
Miscellaneous	101,553	102,456	156,580	156,402	-0.1%
<b>Total Materials and Services</b>	<b>1,034,161</b>	<b>966,390</b>	<b>1,076,616</b>	<b>1,105,935</b>	<b>2.7%</b>
Administrative Charges	391,986	501,420	556,179	578,507	4.0%
<b>TOTAL REQUIREMENTS</b>	<b>6,468,495</b>	<b>6,525,870</b>	<b>7,281,813</b>	<b>7,627,299</b>	<b>4.7%</b>
<b>FTE</b>	61.00	62.00	63.00	65.00	3.2%

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
BUSINESS SERVICES

<b>FUNDS</b>					
Fund Name	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	% of Total
<b>RESOURCES</b>					
FND 580 Central Services	6,468,495	6,525,869	7,281,813	7,627,299	100.0%
<b>TOTAL RESOURCES</b>	<b>6,468,495</b>	<b>6,525,869</b>	<b>7,281,813</b>	<b>7,627,299</b>	<b>100.0%</b>
<b>REQUIREMENTS</b>					
FND 580 Central Services	6,468,495	6,525,869	7,281,813	7,627,299	100.0%
<b>TOTAL REQUIREMENTS</b>	<b>6,468,495</b>	<b>6,525,869</b>	<b>7,281,813</b>	<b>7,627,299</b>	<b>100.0%</b>
<b>PROGRAMS</b>					
	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
BS Administration	535,616	581,677	588,374	644,692	9.6%
Facilities Management	3,723,093	3,739,634	4,126,369	4,341,183	5.2%
Human Resources	1,312,202	1,389,594	1,661,492	1,698,950	2.3%
Risk Management	897,584	814,964	905,578	942,474	4.1%
<b>TOTAL RESOURCES</b>	<b>6,468,495</b>	<b>6,525,869</b>	<b>7,281,813</b>	<b>7,627,299</b>	<b>4.7%</b>
<b>REQUIREMENTS</b>					
BS Administration	535,616	581,677	588,374	644,692	9.6%
Facilities Management	3,723,093	3,739,634	4,126,369	4,341,183	5.2%
Human Resources	1,312,202	1,389,594	1,661,492	1,698,950	2.3%
Risk Management	897,584	814,964	905,578	942,474	4.1%
<b>TOTAL REQUIREMENTS</b>	<b>6,468,495</b>	<b>6,525,869</b>	<b>7,281,813</b>	<b>7,627,299</b>	<b>4.7%</b>

MARION COUNTY FY 2018-19 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 and three program managers.
- 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 budget, preparation, monitoring, and reporting.

**Program Summary**

Business Services	Program: BS Administration				
	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Charges for Services	2,494	3,051	3,549	3,350	-5.6%
Admin Cost Recovery	533,122	578,616	584,825	641,342	9.7%
Other Revenues	0	10	0	0	n.a.
<b>TOTAL RESOURCES</b>	<b>535,616</b>	<b>581,677</b>	<b>588,374</b>	<b>644,692</b>	<b>9.6%</b>
<b>REQUIREMENTS</b>					
Personnel Services	487,132	479,761	508,408	531,264	4.5%
Materials and Services	19,002	39,089	41,476	60,065	44.8%
Administrative Charges	29,482	62,828	38,490	53,363	38.6%
<b>TOTAL REQUIREMENTS</b>	<b>535,616</b>	<b>581,678</b>	<b>588,374</b>	<b>644,692</b>	<b>9.6%</b>
<b>FTE</b>	5.00	5.00	5.00	5.00	0.0%

**FTE By Position Title By Program**

<b>Program: BS Administration</b>	
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
<b>Program BS Administration FTE Total:</b>	<b>5.00</b>

FTE Changes

There is no change in FTE.

**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.

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
BUSINESS SERVICES

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REQUIREMENTS

The Materials and Services budget is higher due to all utility costs for all programs in Courthouse Square being charged through the Administration program.

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
BUSINESS SERVICES

**Facilities Management Program**

- Performs corrective repairs, preventive maintenance, renovations, remodeling, and construction services for county-owned and leased facilities.
- Provides short and long-range facility needs assessment, planning, leasing, and funding requirements.
- Provides consultation, code requirements, and regulatory compliance with fire, life, safety, and security systems.
- Manages facilities database systems including the Facilities Lifecycle Planning program and Maintenance Edge (Facilities Dude) work order system/computerized maintenance management system (CMMS).
- 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.
- Performs custodial, courier, and grounds maintenance services.
- Performs design, budgeting, cost analysis, bidding, hiring, contractor supervision, and project management for capital improvement projects.

**Program Summary**

Business Services	Program: Facilities Management				
	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Charges for Services	320,442	311,754	283,579	300,179	5.9%
Admin Cost Recovery	3,402,652	3,427,835	3,842,790	4,041,004	5.2%
Other Revenues	0	44	0	0	n.a.
<b>TOTAL RESOURCES</b>	<b>3,723,093</b>	<b>3,739,634</b>	<b>4,126,369</b>	<b>4,341,183</b>	<b>5.2%</b>
<b>REQUIREMENTS</b>					
Personnel Services	2,895,582	2,905,359	3,167,805	3,368,898	6.3%
Materials and Services	600,389	549,857	641,564	664,320	3.5%
Administrative Charges	227,122	284,417	317,000	307,965	-2.9%
<b>TOTAL REQUIREMENTS</b>	<b>3,723,093</b>	<b>3,739,634</b>	<b>4,126,369</b>	<b>4,341,183</b>	<b>5.2%</b>
<b>FTE</b>	39.00	39.00	39.00	41.00	5.1%

**FTE By Position Title By Program**

<b>Program: Facilities Management</b>	
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

MARION COUNTY FY 2018-19 BUDGET  
 BY DEPARTMENT  
 BUSINESS SERVICES

<b>Program: Facilities Management</b>	
<b>Position Title</b>	<b>FTE</b>
Facilities Program Manager	1.00
Groundskeeper	1.00
Mail Courier	1.00
Maintenance Control Clerk	1.00
Maintenance Supervisor	1.00
<b>Program Facilities Management FTE Total:</b>	<b>41.00</b>

FTE Changes

There are two additional FTE, one Building Maintenance Specialist and one Custodial Worker 1.

**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 \$300,179 from other services for user fees, custodial services and leases.

**REQUIREMENTS**

There are two decision package requests, one maintenance worker and one custodial worker due to the increased square footage for the new Public Safety Building and for the Health and Human Services Department leased building on Silverton Road.

MARION COUNTY FY 2018-19 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 recruitment and screening services. In 2017 there were 358 recruitments countywide with 11,130 applications received an increase of 14.74% and 5.10% respectively.
- Manages enterprise level oversight and services for recruitment systems and processes.
- Completed 52 market reviews and 4 new classifications impacting over 150 employees.

**Program Summary**

Business Services	Program: Human Resources				
	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Charges for Services	21,471	27,509	0	12,828	n.a.
Admin Cost Recovery	1,290,731	1,362,084	1,661,492	1,686,122	1.5%
<b>TOTAL RESOURCES</b>	<b>1,312,202</b>	<b>1,389,594</b>	<b>1,661,492</b>	<b>1,698,950</b>	<b>2.3%</b>
<b>REQUIREMENTS</b>					
Personnel Services	1,030,165	1,099,861	1,336,290	1,373,556	2.8%
Materials and Services	202,519	193,734	182,032	175,025	-3.8%
Administrative Charges	79,518	95,998	143,170	150,369	5.0%
<b>TOTAL REQUIREMENTS</b>	<b>1,312,202</b>	<b>1,389,594</b>	<b>1,661,492</b>	<b>1,698,950</b>	<b>2.3%</b>
<b>FTE</b>	11.00	12.00	13.00	13.00	0.0%

**FTE By Position Title By Program**

<b>Program: Human Resources</b>	
Position Title	FTE
Human Resources Analyst	1.00
Human Resources Analyst Sr	3.00
Human Resources Manager	1.00
Human Resources Specialist	3.00
Human Resources Specialist (Confidential)	3.00
Human Resources Specialist Sr (Confidential)	1.00
Volunteer Services Coordinator	1.00
<b>Program Human Resources FTE Total:</b>	<b>13.00</b>

FTE Changes

There are no increases in FTE.



MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
BUSINESS SERVICES

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**Human Resources Program Budget Justification**

RESOURCES

The Human Resources Program is funded primarily by administrative cost recoveries. The increase in Charges for Services in FY 18-19 reflects an Intergovernmental Agreement with the Marion County Housing Authority to provide support and administrative services.

REQUIREMENTS

The Materials and Services budget is slightly lower due to the utility costs moving to the Administration program.

MARION COUNTY FY 2018-19 BUDGET  
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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 auto, 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 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Charges for Services	77,314	74,824	55,000	53,719	-2.3%
Admin Cost Recovery	820,269	740,140	850,578	888,755	4.5%
<b>TOTAL RESOURCES</b>	<b>897,584</b>	<b>814,964</b>	<b>905,578</b>	<b>942,474</b>	<b>4.1%</b>
<b>REQUIREMENTS</b>					
Personnel Services	629,469	573,078	636,515	669,139	5.1%
Materials and Services	212,250	183,709	211,544	206,525	-2.4%
Administrative Charges	55,864	58,176	57,519	66,810	16.2%
<b>TOTAL REQUIREMENTS</b>	<b>897,584</b>	<b>814,964</b>	<b>905,578</b>	<b>942,474</b>	<b>4.1%</b>
<b>FTE</b>	6.00	6.00	6.00	6.00	0.0%

**FTE By Position Title By Program**

<b>Program: Risk Management</b>	
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
<b>Program Risk Management FTE Total:</b>	<b>6.00</b>

FTE Changes

There is no change in FTE.

**Risk Management Program Budget Justification**

**RESOURCES**

The majority of revenue for Risk Management is obtained through administrative cost recoveries. The program also receives approximately \$53,000 for Wellness.

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
BUSINESS SERVICES

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REQUIREMENTS

The Materials and Services budget is slightly lower due to the utility costs moving to the Administration program.

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**KEY DEPARTMENT ACCOMPLISHMENTS**

- Administration processed approximately 96 contracts, 353 purchase orders, 1,996 invoices, journals, and deposits for the department, in addition to more than 2,250 key/key card transactions for departments countywide.
- Facilities management completed 9 of 13 capital improvement projects and has worked on five major multi-year projects this calendar year. Facilities was able to secure participation with Energy Trust of Oregon resulting in incentives of \$35,828 for the Transition Center HVAC project and \$68,152 for the Jail HVAC project.
- The 2006 Facilities Master Plan has been updated to reflect today's realities and goals and new lease sites have been developed and secured for the health department, most significantly the new Silverton Road site which replaces the Davcore Alcohol and Drug centers.
- 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.
- Wellness conducted 10 flu shot clinics, approximately 100 individual ergonomic assessments, coordinated activities, and wellness centered classes.
- Employee Benefits conducted seven informational fairs, processed 539 open enrollment and 193 new hire enrollment transactions and coordinated 23 onsite employee retirement service days.
- Volunteer Service oversees 151 board members and 1,545 volunteers who put in over 120,000 hours of time in 2017, which is valued at close to \$3,000,000.
- Volunteer Services had 674 applicants apply to volunteer with Marion County using the online application system that links directly to Volgistics. Additionally, we increased capacity for record keeping in Volgistics and uploaded 1451 volunteer records into the system. This allows important volunteer records to be kept all together and easily accessible.
- Human Resources Information team processed over 7,500 transactions including, but not limited to, new hires, new positions, reclassifications request, salary changes, and merit increases.

MARION COUNTY FY 2018-19 BUDGET  
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**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**

<b>FY 13-14 Actual</b>	<b>FY 14-15 Actual</b>	<b>FY 15-16 Actual</b>	<b>FY 16-17 Actual</b>	<b>FY 17-18 Estimate</b>
5:1	9:1	8:1	5:1	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 time loss 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 7:1 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 13 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. The past seven years has seen ratios that have considerably exceeded the average, and it is our goal to continue this successful trend.

MARION COUNTY FY 2018-19 BUDGET  
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 BUSINESS SERVICES

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**# 2: Ratio of Repair Hours to Preventive Maintenance Hours**

**Definition and Purpose**

Effective preventive maintenance programs help reduce facilities operating costs (utilities and repairs) while extending the life of building systems. Failure to perform adequate preventive maintenance increases the hours and cost 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. Reduction in operating costs, utilities, and reduction of hours required to repair building systems.

**Data Units Calendar Year**

Ratio of repair hours to preventive maintenance hours:

CY 2014 Actual	CY 2015 Actual	CY 2016 Actual	CY 2017 Actual	CY 2018 Estimate
0.7:1	0.6:1	0.8:1	0.4:1	0.4:1

**Explanation of Trends and Changes**

Explanation of Trends and Changes Marion County Facilities Management has become a bellwether in the implementation of the computerized maintenance management system nationally. The program provides real-time feedback to departments on the status of their service requests and notification on completion, while tracking asset condition, inventory use, and departmental performance. Facilities Management has completed 15,530 work orders in the 12 month period, approximately 554 per FTE across all trades (including custodial). Program goals have been met: preventive maintenance as fully 70% of all work performed, with the remainder being corrective repairs and projects or, in “data units” as above, 0.4:1. Captured hours for work performed are expected to be fully reflected in the work orders and the program continues to capture 92%, averaged across all disciplines.

MARION COUNTY FY 2018-19 BUDGET  
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**# 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**

<b>FY 14-15 Actual</b>	<b>FY 15-16 Actual</b>	<b>FY 16-17 Actual</b>	<b>FY 17-18 Estimate</b>	<b>FY 18-19 Estimate</b>
90.89%	89.04%	87.4%	92.0%	90%

**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 and part-time regular employees; this excludes seasonal and other temporary employees.

MARION COUNTY FY 2018-19 BUDGET  
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**Resources by Fund Detail**

<b>580 - Central Services</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Charges for Services</b>				
341620 User Fees	231,199	206,149	190,000	210,000
342200 Property Leases	2,616	7,989	9,900	9,900
342310 Parking Permits	30	25	0	0
344300 Restitution	245	887	400	0
344800 EAIP Reimbursement	3,720	2,760	3,000	3,000
344999 Other Reimbursements	6,258	2,773	999	2,750
347101 Central Svcs to Other Agencies	125,568	143,609	85,829	94,426
348700 Wellness Program	52,085	52,946	52,000	50,000
<b>Charges for Services Total</b>	<b>421,721</b>	<b>417,138</b>	<b>342,128</b>	<b>370,076</b>
<b>Admin Cost Recovery</b>				
411200 Business Services Allocation	0	0	584,825	641,342
411210 Facilities Mgt Allocation	2,457,862	2,454,153	2,591,566	2,725,908
411220 Custodial Allocation	1,209,903	1,267,455	1,167,229	1,258,569
411230 Courier Allocation	82,155	84,072	83,995	56,527
411250 Risk Management Allocation	485,348	416,952	478,545	506,361
411255 Benefits Allocation	407,958	391,296	372,033	382,394
411260 Human Resources Allocation	1,403,548	1,494,748	1,661,492	1,686,122
<b>Admin Cost Recovery Total</b>	<b>6,046,774</b>	<b>6,108,676</b>	<b>6,939,685</b>	<b>7,257,223</b>
<b>Other Revenues</b>				
371000 Miscellaneous Income	0	10	0	0
371100 Recoveries from Collections	0	44	0	0
<b>Other Revenues Total</b>	<b>0</b>	<b>55</b>	<b>0</b>	<b>0</b>
<b>Central Services Total</b>	<b>6,468,495</b>	<b>6,525,869</b>	<b>7,281,813</b>	<b>7,627,299</b>
<b>Business Services Grand Total</b>	<b>6,468,495</b>	<b>6,525,869</b>	<b>7,281,813</b>	<b>7,627,299</b>



MARION COUNTY FY 2018-19 BUDGET  
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BUSINESS SERVICES

**Requirements by Fund Detail**

580 - Central Services	Actual FY 15-16	Actual FY 16-17	Budget FY 17-18	Proposed FY 18-19
<b>Personnel Services</b>				
<b>Salaries and Wages</b>				
511110 Regular Wages	2,610,847	2,618,030	3,363,043	3,492,303
511120 Temporary Wages	10,540	8,165	9,266	8,494
511130 Vacation Pay	160,800	170,739	0	0
511140 Sick Pay	105,264	111,274	0	0
511150 Holiday Pay	131,208	139,652	0	0
511160 Comp Time Pay	10,887	15,314	0	0
511180 Differential Pay	15,720	15,957	15,000	15,500
511210 Compensation Credits	68,110	49,747	44,251	42,788
511220 Pager Pay	12,360	13,250	14,000	15,000
511240 Leave Payoff	32,885	19,624	30,800	54,500
511250 Training Pay	1,790	13,271	0	0
511270 Leadworker Pay	2,403	1,922	2,500	2,500
511280 Cell Phone Pay	1,763	1,939	1,500	2,220
511290 Health Insurance Waiver Pay	10,017	10,835	9,600	12,000
511420 Premium Pay	22,764	19,107	21,500	26,500
<b>Salaries and Wages Total</b>	<b>3,197,359</b>	<b>3,208,826</b>	<b>3,511,460</b>	<b>3,671,805</b>
<b>Fringe Benefits</b>				
512110 PERS	441,945	434,272	659,464	684,585
512120 401K	32,807	32,357	34,642	36,879
512130 PERS Debt Service	213,548	213,618	170,852	212,824
512200 FICA	240,648	240,320	259,961	269,641
512310 Medical Insurance	794,139	809,778	884,971	929,988
512320 Dental Insurance	78,474	80,376	88,265	92,430
512330 Group Term Life Insurance	5,534	5,635	6,357	6,573
512340 Long Term Disability Insurance	13,925	11,531	14,256	14,740
512400 Unemployment Insurance	12,766	11,815	12,648	13,126
512520 Workers Comp Insurance	1,766	1,600	1,920	2,010
512600 Wellness Program	2,339	2,330	2,520	2,600
512610 Employee Assistance Program	1,680	1,701	1,702	1,756
512700 County HSA Contributions	5,418	3,900	0	3,900
<b>Fringe Benefits Total</b>	<b>1,844,989</b>	<b>1,849,233</b>	<b>2,137,558</b>	<b>2,271,052</b>
<b>Personnel Services Total</b>	<b>5,042,348</b>	<b>5,058,059</b>	<b>5,649,018</b>	<b>5,942,857</b>
<b>Materials and Services</b>				
<b>Supplies</b>				
521010 Office Supplies	5,960	5,749	5,900	5,630
521030 Field Supplies	0	7	0	0
521050 Janitorial Supplies	67,387	80,341	73,000	84,000
521051 Janitorial Chemicals	0	2,649	5,000	0
521052 Janitorial Floor Care	0	3,380	6,500	5,750
521060 Electrical Supplies	17,750	24,751	30,000	30,000
521070 Departmental Supplies	27,488	23,561	26,200	26,045
521090 Uniforms and Clothing	1,039	6,485	4,200	4,100

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
BUSINESS SERVICES

<b>580 - Central Services</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Materials and Services</b>				
521110 First Aid Supplies	107	249	150	150
521140 Vaccines	0	100	250	350
521170 Educational Supplies	0	394	0	0
521190 Publications	2,809	3,067	3,600	2,550
521210 Gasoline	6,889	6,502	6,250	5,200
521220 Diesel	2,023	1,519	3,000	4,000
521230 Propane	105	96	200	150
521300 Safety Clothing	528	501	1,000	1,000
521310 Safety Equipment	961	8,497	2,500	2,500
<b>Supplies Total</b>	<b>133,045</b>	<b>167,850</b>	<b>167,750</b>	<b>171,425</b>
<b>Materials</b>				
522070 Paint	16,746	899	1,000	1,000
522090 Chemical Sprays	148	0	0	0
522110 Batteries	1,046	843	1,000	1,521
522120 Tires and Accessories	49	0	0	0
522140 Small Tools	4,566	4,725	4,700	4,050
522150 Small Office Equipment	1,012	1,992	3,675	2,975
522160 Small Departmental Equipment	27,101	9,828	11,700	10,290
522170 Computers Non Capital	3,286	7,370	2,600	1,250
522180 Software	2,713	5,635	2,850	1,600
<b>Materials Total</b>	<b>56,667</b>	<b>31,291</b>	<b>27,525</b>	<b>22,686</b>
<b>Communications</b>				
523010 Telephone Equipment	684	310	900	0
523040 Data Connections	2,331	960	980	980
523050 Postage	4,509	3,728	5,470	5,285
523060 Cellular Phones	10,166	11,191	11,170	12,200
523070 Pagers	1,127	1,216	1,400	1,400
523090 Long Distance Charges	408	313	335	315
<b>Communications Total</b>	<b>19,225</b>	<b>17,718</b>	<b>20,255</b>	<b>20,180</b>
<b>Utilities</b>				
524010 Electricity	25,312	26,877	27,399	30,418
524020 Street Light Electricity	0	13	14	17
524040 Natural Gas	1,274	1,426	1,339	1,291
524050 Water	1,286	1,069	523	2,960
524070 Sewer	855	940	1,073	4,383
524090 Garbage Disposal and Recycling	4,178	3,339	2,888	3,051
<b>Utilities Total</b>	<b>32,906</b>	<b>33,665</b>	<b>33,236</b>	<b>42,120</b>
<b>Contracted Services</b>				
525110 Consulting Services	0	0	0	10,000
525160 Wellness Services	11,866	2,061	13,840	13,340
525175 Temporary Staffing	0	10,328	0	0
525235 Laboratory Services	0	85	0	0
525330 Transportation Services	0	53	0	0
525355 Engineering Services	0	0	5,000	5,000

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
BUSINESS SERVICES

<b>580 - Central Services</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Materials and Services</b>				
525450 Subscription Services	34,210	46,420	66,975	70,255
525510 Legal Services	104,467	84,524	25,673	15,500
525620 Insurance Brokers	86,274	88,863	89,000	92,000
525630 Insurance Admin Services	28,967	30,751	30,000	30,000
525710 Printing Services	3,008	2,989	4,550	4,420
525715 Advertising	1,289	934	100	100
525735 Mail Services	120	40	680	230
525740 Document Disposal Services	292	360	800	825
525999 Other Contracted Services	10,370	3,060	7,500	6,500
<b>Contracted Services Total</b>	<b>280,863</b>	<b>270,468</b>	<b>244,118</b>	<b>248,170</b>
<b>Repairs and Maintenance</b>				
526010 Office Equipment Maintenance	0	0	200	200
526011 Dept Equipment Maintenance	4,906	4,858	7,000	10,500
526012 Vehicle Maintenance	1,391	2,630	3,678	3,650
526021 Computer Software Maintenance	13,302	13,562	25,000	25,000
526030 Building Maintenance	234,641	181,159	222,500	240,165
526031 Elevator Maintenance	6,533	18,696	24,000	24,000
526032 Roof Maintenance	28,014	165	5,000	5,000
526050 Grounds Maintenance	37,795	41,841	56,000	56,000
<b>Repairs and Maintenance Total</b>	<b>326,582</b>	<b>262,911</b>	<b>343,378</b>	<b>364,515</b>
<b>Rentals</b>				
527110 Fleet Leases	42,832	41,064	39,752	39,752
527120 Motor Pool Mileage	2,268	1,752	2,250	3,305
527130 Parking	0	66	0	0
527140 County Parking	1,980	2,640	1,980	2,640
527240 Condo Assn Assessments	22,970	22,215	24,342	22,790
527300 Equipment Rental	13,270	12,295	15,450	11,950
<b>Rentals Total</b>	<b>83,320</b>	<b>80,031</b>	<b>83,774</b>	<b>80,437</b>
<b>Miscellaneous</b>				
529110 Mileage Reimbursement	3,716	4,551	4,775	5,609
529120 Commercial Travel	2,506	3,202	6,650	7,850
529130 Meals	777	1,619	3,150	3,400
529140 Lodging	7,193	6,670	10,950	11,750
529210 Meetings	742	1,046	1,950	2,650
529220 Conferences	10,386	10,322	18,890	18,810
529230 Training	50,873	43,980	69,140	65,368
529300 Dues and Memberships	6,511	9,281	7,500	8,550
529440 Safety Grants	2,505	271	6,000	6,500
529450 Wellness Grants	0	13,500	6,000	6,500
529650 Pre Employment Costs	1,037	711	950	650
529690 Other Investigations	190	99	400	300
529740 Fairs and Shows	0	93	175	3,075
529840 Professional Licenses	250	525	0	0
529850 Device Licenses	4,814	692	6,000	1,000

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
BUSINESS SERVICES

<b>580 - Central Services</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Materials and Services</b>				
529860 Permits	1,586	2,723	800	900
529910 Awards and Recognition	5,968	3,172	13,250	13,490
529999 Miscellaneous Expense	2,499	0	0	0
Miscellaneous Total	101,553	102,456	156,580	156,402
<b>Materials and Services Total</b>	<b>1,034,161</b>	<b>966,390</b>	<b>1,076,616</b>	<b>1,105,935</b>
<b>Administrative Charges</b>				
611100 County Admin Allocation	61,294	71,915	80,258	83,590
611300 Legal Services Allocation	39,134	53,797	87,311	92,534
611400 Information Tech Allocation	99,713	104,964	118,121	123,233
611410 FIMS Allocation	72,394	88,374	87,019	77,378
611420 Telecommunications Allocation	11,235	13,383	13,110	14,391
611430 Info Tech Direct Charges	0	31,345	34,075	42,087
611600 Finance Allocation	48,939	46,305	53,181	58,300
611800 MCBEE Allocation	1,476	5,200	3,286	4,967
612100 IT Equipment Use Charges	7,001	7,037	7,718	14,627
614100 Liability Insurance Allocation	27,200	60,800	55,900	37,900
614200 WC Insurance Allocation	23,600	18,300	16,200	29,500
<b>Administrative Charges Total</b>	<b>391,986</b>	<b>501,420</b>	<b>556,179</b>	<b>578,507</b>
<b>Central Services Total</b>	<b>6,468,495</b>	<b>6,525,870</b>	<b>7,281,813</b>	<b>7,627,299</b>
<b>Business Services Grand Total</b>	<b>6,468,495</b>	<b>6,525,870</b>	<b>7,281,813</b>	<b>7,627,299</b>

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
BUSINESS SERVICES

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MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
FINANCE

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# 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.

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
FINANCE

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- 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 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.
- 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 2018-19 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 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Charges for Services	54,211	61,363	17,700	14,000	-20.9%
Admin Cost Recovery	2,368,990	2,238,747	2,549,201	2,713,100	6.4%
Other Revenues	300	0	0	0	n.a.
General Fund Transfers	0	0	88,753	0	-100.0%
Other Fund Transfers	46,414	46,247	47,249	39,399	-16.6%
<b>TOTAL RESOURCES</b>	<b>2,469,915</b>	<b>2,346,357</b>	<b>2,702,903</b>	<b>2,766,499</b>	<b>2.4%</b>
<b>REQUIREMENTS</b>					
Personnel Services					
Salaries and Wages	1,334,183	1,242,368	1,428,338	1,432,185	0.3%
Fringe Benefits	712,718	653,918	794,131	835,602	5.2%
Total Personnel Services	<b>2,046,901</b>	<b>1,896,286</b>	<b>2,222,469</b>	<b>2,267,787</b>	<b>2.0%</b>
Materials and Services					
Supplies	10,709	9,965	11,450	10,990	-4.0%
Materials	3,136	12,991	2,500	5,950	138.0%
Communications	772	758	620	625	0.8%
Utilities	15,134	13,016	13,901	14,403	3.6%
Contracted Services	121,531	113,162	130,070	130,680	0.5%
Repairs and Maintenance	3,839	3,459	3,650	3,900	6.8%
Rentals	20,997	18,736	22,205	20,386	-8.2%
Miscellaneous	26,741	26,971	26,485	27,764	4.8%
Total Materials and Services	<b>202,860</b>	<b>199,058</b>	<b>210,881</b>	<b>214,698</b>	<b>1.8%</b>
Administrative Charges	220,154	251,013	269,553	284,014	5.4%
<b>TOTAL REQUIREMENTS</b>	<b>2,469,915</b>	<b>2,346,357</b>	<b>2,702,903</b>	<b>2,766,499</b>	<b>2.4%</b>
<b>FTE</b>	20.00	18.80	20.00	20.60	3.0%



MARION COUNTY FY 2018-19 BUDGET  
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<b>FUNDS</b>					
Fund Name	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	% of Total
<b>RESOURCES</b>					
FND 580 Central Services	2,469,915	2,346,357	2,702,903	2,766,499	100.0%
<b>TOTAL RESOURCES</b>	<b>2,469,915</b>	<b>2,346,357</b>	<b>2,702,903</b>	<b>2,766,499</b>	<b>100.0%</b>
<b>REQUIREMENTS</b>					
FND 580 Central Services	2,469,915	2,346,357	2,702,903	2,766,499	100.0%
<b>TOTAL REQUIREMENTS</b>	<b>2,469,915</b>	<b>2,346,357</b>	<b>2,702,903</b>	<b>2,766,499</b>	<b>100.0%</b>
<b>PROGRAMS</b>					
	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Central Finance	2,469,915	2,346,357	2,702,903	2,766,499	2.4%
<b>TOTAL RESOURCES</b>	<b>2,469,915</b>	<b>2,346,357</b>	<b>2,702,903</b>	<b>2,766,499</b>	<b>2.4%</b>
<b>REQUIREMENTS</b>					
Central Finance	2,469,915	2,346,357	2,702,903	2,766,499	2.4%
<b>TOTAL REQUIREMENTS</b>	<b>2,469,915</b>	<b>2,346,357</b>	<b>2,702,903</b>	<b>2,766,499</b>	<b>2.4%</b>

MARION COUNTY FY 2018-19 BUDGET  
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**Central Finance Program**

- Manages county financial reporting, coordinates the annual audit, and produces the Comprehensive Annual Financial Report (CAFR).
- Provides direction and oversight for the countywide annual budget process and compliance with Oregon Local Budget Law.
- 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.
- Provides oversight of Marion County tax foreclosed and surplus real property.
- Manages county debt and related compliance and reporting requirements.
- Produces the annual budget book.
- Provides regular monitoring of countywide budget to actual expenditures and budget forecasting.
- Produces payments for all county invoices, produces invoices for county receivables, and forwards accounts for collection.
- Reviews all county federal awards for grant compliance.

**Program Summary**

Finance	Program: Central Finance				
	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Charges for Services	54,211	61,363	17,700	14,000	-20.9%
Admin Cost Recovery	2,368,990	2,238,747	2,549,201	2,713,100	6.4%
Other Revenues	300	0	0	0	n.a.
General Fund Transfers	0	0	88,753	0	-100.0%
Other Fund Transfers	46,414	46,247	47,249	39,399	-16.6%
<b>TOTAL RESOURCES</b>	<b>2,469,915</b>	<b>2,346,357</b>	<b>2,702,903</b>	<b>2,766,499</b>	<b>2.4%</b>
<b>REQUIREMENTS</b>					
Personnel Services	2,046,901	1,896,286	2,222,469	2,267,787	2.0%
Materials and Services	202,860	199,058	210,881	214,698	1.8%
Administrative Charges	220,154	251,013	269,553	284,014	5.4%
<b>TOTAL REQUIREMENTS</b>	<b>2,469,915</b>	<b>2,346,357</b>	<b>2,702,903</b>	<b>2,766,499</b>	<b>2.4%</b>
<b>FTE</b>	20.00	18.80	20.00	20.60	3.0%

**FTE By Position Title By Program**

<b>Program: Central Finance</b>	
<b>Position Title</b>	<b>FTE</b>
Accountant 2	2.60
Accounting Specialist	3.00
Budget Analyst 2	1.00
Budget and Grants Manager	1.00

MARION COUNTY FY 2018-19 BUDGET  
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<b>Program: Central Finance</b>	
<b>Position Title</b>	<b>FTE</b>
Chief Accountant	1.00
Chief Financial Officer	1.00
Contracts and Procurement Manager	1.00
Department Specialist 3	1.00
Finance Accounting Manager	1.00
Grant/Contracts Compliance Analyst	2.00
Management Analyst 2	1.00
Payroll Analyst	1.00
Payroll Specialist	3.00
Property Specialist	1.00
<b>Program Central Finance FTE Total:</b>	<b>20.60</b>

FTE Changes

The total FTE for FY18-19 increased from 20.00 to 20.60 compared to FY 17-18. The 0.60 increase is the net change from the addition of 1 FTE payroll specialist and the reduction of 1 FTE accounting position to 0.60 FTE during FY17-18. These changes are discussed in detail as part of the Requirements budget justification below.

**Central Finance Program Budget Justification**

**RESOURCES**

Charges for Services has decreased due the Behavioral Care Network (BCN) no longer contracting for administrative services with Marion County. Reimbursement revenue from BCN has been removed from Central Services department budgets leaving only Cable Regulatory Commission reimbursements. The required Administrative Cost Recovery Resources have increased to meet the growing cost of personnel expenditures (1 FTE addition, COLA and merit increases primarily), along with a need to offset the lost revenues. Other Funds transfer is from the Tax Title Fund for tax foreclosed duties performed by the property specialist within the Finance Department. The projected transfer amount has decreased due to the retirement of a long-term employee and anticipated replacement at a lower step in the salary scale.

**REQUIREMENTS**

Personnel Services has increased slightly due to negotiated COLA increases and regular merit step increases, along with 1 FTE increase included in a Decision Package. The increase in FTE is for a payroll specialist to assist with increasing workload. These increases are offset by the cost savings due to a 0.40 reduction of an accounting position from 1 FTE to 0.60 FTE.

Total Materials and Services (M&S) has increased approximately \$3,800 primarily for the annual audit contract Consumer Price Index (CPI) increase.

MARION COUNTY FY 2018-19 BUDGET  
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**KEY DEPARTMENT ACCOMPLISHMENTS**

- Prepared and completed the FY 2016-17 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 2017-18 Budget Book to the Government Finance Officers Association "Distinguished Budget Presentation Award" program and received the award for the seventh consecutive year.
- Implemented Governmental Accounting Standards Board (GASB) Statement Number 77, which requires disclosure of certain tax abatement information. This effort required determining which items met the definition of "abatement" and creating a process for providing the required information to all taxing districts within Marion County.
- With the help of the Information Technology (IT) Department, created a process to make supporting documentation for accounts receivable and general ledger transactions available for lookup within the Financial Information Management System through the use of Laserfiche.
- Expanded and improved the use of the countywide contract management system (CMS), which was implemented last year. Solicitation documents are now included in the CMS. In addition, departments no longer are required to scan documents into both CMS and Oracle through the efforts of Finance and IT staff to create a link between the CMS system and the county's imaging system.
- Continued working on a joint project with IT and Business Services 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 17-18, and should be completed in FY 18-19.
- Provided financial transaction review and oversight for the Marion County Housing Association.
- Updated the Finance Department Continuity of Operations Plan.
- As part of a larger team of central services departments, assisted the Health Department with a significant operational reorganization of their department by revising the related accounting, budgeting, and human resources systems to meet the reporting needs of the department.
- Assisted with the transition of the Mid-Valley Behavioral Care Network from Marion County's Oracle system to a separate financial and accounting system.

MARION COUNTY FY 2018-19 BUDGET  
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**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.

<b>FY 14-15 Actual</b>	<b>FY 15-16 Actual</b>	<b>FY 16-17 Actual</b>	<b>FY 17-18 Estimate</b>	<b>FY 18-19 Estimate</b>
9,555 - \$1,097,666	11,731 - \$1,564,730	15,796 - \$2,041,137	15,414 - \$1,988,406	14,400 - \$1,857,600

**Explanation of Trends and Changes**

P-Card transactions and dollar volume actually appear to be decreasing after several years of growth. In the current year, the IT department has chosen to use purchase orders instead of P-Cards to purchase equipment, which has had an impact on P-Card transactions. The rebate for CY 2017 was \$32,690, which is an increase of \$12,677 (or 63%) over the previous year. The increase in rebate is consistent with the increasing trend in dollars and transactions, but will likely decline in 2018 due to a downward trend for the transactions forecast after several years of increases.

MARION COUNTY FY 2018-19 BUDGET  
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**# 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.

**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.

<b>FY 14-15 Actual</b>	<b>FY 15-16 Actual</b>	<b>FY 16-17 Actual</b>	<b>FY 17-18 Estimate</b>	<b>FY 18-19 Estimate</b>
169 issues (21%) / 815 contracts processed	189 issues (24%) / 790 contracts processed	192 issues (23%) / 852 contracts processed	178 issues (21%) / 830 contracts processed	155 issues (19%) / 800 contracts processed

**Explanation of Trends and Changes**

The estimated error rate in contracts processed in FY 2017-18 appears to be decreasing over the prior year. This is a result of continued training and increasing experience of contract staff. The volume of contracts processed has decreased slightly over the past couple of years. Although the county continues to process an increasing number of new contracts, this effort has been somewhat offset by the county's efforts to enter into multi-year contracts as opposed to one year contracts with annual renewals. Marion County will continue to use the data that has been collected to review current processes and look for further training opportunities.

MARION COUNTY FY 2018-19 BUDGET  
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**Resources by Fund Detail**

580 - Central Services	Actual FY 15-16	Actual FY 16-17	Budget FY 17-18	Proposed FY 18-19
<b>Charges for Services</b>				
341430 Copy Machine Fees	0	4	0	0
341999 Other Fees	142	0	0	0
344999 Other Reimbursements	0	23	0	0
345300 Surplus Property Sales	4,309	0	0	0
347101 Central Svcs to Other Agencies	49,759	61,336	17,700	14,000
<b>Charges for Services Total</b>	<b>54,211</b>	<b>61,363</b>	<b>17,700</b>	<b>14,000</b>
<b>Admin Cost Recovery</b>				
411600 Finance Allocation	2,368,990	2,238,747	2,549,201	2,713,100
<b>Admin Cost Recovery Total</b>	<b>2,368,990</b>	<b>2,238,747</b>	<b>2,549,201</b>	<b>2,713,100</b>
<b>Other Revenues</b>				
371000 Miscellaneous Income	300	0	0	0
<b>Other Revenues Total</b>	<b>300</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>General Fund Transfers</b>				
381100 Transfer from General Fund	0	0	88,753	0
<b>General Fund Transfers Total</b>	<b>0</b>	<b>0</b>	<b>88,753</b>	<b>0</b>
<b>Other Fund Transfers</b>				
381155 Xfr from Tax Title Land Sales	46,414	46,247	47,249	39,399
<b>Other Fund Transfers Total</b>	<b>46,414</b>	<b>46,247</b>	<b>47,249</b>	<b>39,399</b>
<b>Central Services Total</b>	<b>2,469,915</b>	<b>2,346,357</b>	<b>2,702,903</b>	<b>2,766,499</b>
<b>Finance Grand Total</b>	<b>2,469,915</b>	<b>2,346,357</b>	<b>2,702,903</b>	<b>2,766,499</b>

MARION COUNTY FY 2018-19 BUDGET  
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**Requirements by Fund Detail**

<b>580 - Central Services</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Personnel Services</b>				
<b>Salaries and Wages</b>				
511020 Salaries and Wages Budget Only	0	0	0	7,619
511110 Regular Wages	1,096,379	1,026,778	1,380,449	1,394,494
511120 Temporary Wages	0	3,077	0	0
511130 Vacation Pay	83,518	72,714	0	0
511140 Sick Pay	52,436	50,246	0	0
511150 Holiday Pay	56,547	53,294	0	0
511160 Comp Time Pay	40	105	0	0
511210 Compensation Credits	37,760	31,078	30,589	25,272
511240 Leave Payoff	2,673	225	12,500	0
511290 Health Insurance Waiver Pay	4,830	4,814	4,800	4,800
511420 Premium Pay	0	37	0	0
<b>Salaries and Wages Total</b>	<b>1,334,183</b>	<b>1,242,368</b>	<b>1,428,338</b>	<b>1,432,185</b>
<b>Fringe Benefits</b>				
512010 Fringe Benefits Budget Only	0	0	0	5,302
512110 PERS	211,031	197,214	273,256	274,940
512120 401K	25,208	24,761	27,415	24,750
512130 PERS Debt Service	70,165	59,464	70,792	85,474
512200 FICA	100,265	92,974	107,040	107,580
512310 Medical Insurance	261,043	240,213	270,470	289,068
512320 Dental Insurance	26,812	23,675	26,875	28,736
512330 Group Term Life Insurance	2,347	2,193	2,625	2,640
512340 Long Term Disability Insurance	5,979	4,531	5,883	5,913
512400 Unemployment Insurance	5,337	4,573	5,240	5,273
512520 Workers Comp Insurance	571	473	594	618
512600 Wellness Program	792	721	800	840
512610 Employee Assistance Program	569	526	541	568
512700 County HSA Contributions	2,600	2,600	2,600	3,900
<b>Fringe Benefits Total</b>	<b>712,718</b>	<b>653,918</b>	<b>794,131</b>	<b>835,602</b>
<b>Personnel Services Total</b>	<b>2,046,901</b>	<b>1,896,286</b>	<b>2,222,469</b>	<b>2,267,787</b>
<b>Materials and Services</b>				
<b>Supplies</b>				
521010 Office Supplies	8,731	8,818	9,100	9,040
521070 Departmental Supplies	1,724	935	2,050	1,800
521110 First Aid Supplies	0	0	50	50
521190 Publications	253	212	250	100
<b>Supplies Total</b>	<b>10,709</b>	<b>9,965</b>	<b>11,450</b>	<b>10,990</b>
<b>Materials</b>				
522150 Small Office Equipment	3,101	3,442	2,000	3,450
522160 Small Departmental Equipment	22	300	0	500
522170 Computers Non Capital	14	3,727	0	1,500
522180 Software	0	5,522	500	500
<b>Materials Total</b>	<b>3,136</b>	<b>12,991</b>	<b>2,500</b>	<b>5,950</b>



MARION COUNTY FY 2018-19 BUDGET  
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FINANCE

<b>580 - Central Services</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Materials and Services</b>				
<b>Communications</b>				
523010 Telephone Equipment	52	0	0	0
523050 Postage	0	45	0	0
523060 Cellular Phones	620	620	620	625
523090 Long Distance Charges	100	93	0	0
<b>Communications Total</b>	<b>772</b>	<b>758</b>	<b>620</b>	<b>625</b>
<b>Utilities</b>				
524010 Electricity	11,019	11,462	11,893	12,393
524020 Street Light Electricity	0	8	8	10
524040 Natural Gas	111	150	106	110
524050 Water	191	217	217	215
524070 Sewer	320	477	477	475
524090 Garbage Disposal and Recycling	3,492	701	1,200	1,200
<b>Utilities Total</b>	<b>15,134</b>	<b>13,016</b>	<b>13,901</b>	<b>14,403</b>
<b>Contracted Services</b>				
525150 Audit Services	87,745	88,070	96,550	101,030
525153 Fiscal Agent Services	900	2,400	0	0
525450 Subscription Services	489	518	500	500
525710 Printing Services	4,441	4,317	5,000	5,500
525715 Advertising	6,347	7,243	7,000	7,500
525735 Mail Services	10,126	9,516	10,400	10,600
525740 Document Disposal Services	120	100	120	150
525999 Other Contracted Services	11,364	998	10,500	5,400
<b>Contracted Services Total</b>	<b>121,531</b>	<b>113,162</b>	<b>130,070</b>	<b>130,680</b>
<b>Repairs and Maintenance</b>				
526021 Computer Software Maintenance	3,150	3,150	3,150	3,350
526030 Building Maintenance	689	309	500	550
<b>Repairs and Maintenance Total</b>	<b>3,839</b>	<b>3,459</b>	<b>3,650</b>	<b>3,900</b>
<b>Rentals</b>				
527120 Motor Pool Mileage	1,326	566	1,085	1,050
527130 Parking	43	63	100	75
527240 Condo Assn Assessments	13,608	13,160	14,420	13,501
527300 Equipment Rental	6,020	4,946	6,600	5,760
<b>Rentals Total</b>	<b>20,997</b>	<b>18,736</b>	<b>22,205</b>	<b>20,386</b>
<b>Miscellaneous</b>				
529110 Mileage Reimbursement	872	1,205	600	1,300
529120 Commercial Travel	182	134	1,000	1,000
529130 Meals	663	685	650	700
529140 Lodging	5,462	6,315	5,560	4,458
529210 Meetings	1,003	743	750	750
529220 Conferences	5,350	3,750	5,950	5,700
529230 Training	4,555	6,202	3,025	5,756
529300 Dues and Memberships	8,646	7,942	8,950	8,100

MARION COUNTY FY 2018-19 BUDGET  
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<b>580 - Central Services</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Materials and Services</b>				
529999 Miscellaneous Expense	9	(5)	0	0
<b>Miscellaneous Total</b>	<b>26,741</b>	<b>26,971</b>	<b>26,485</b>	<b>27,764</b>
<b>Materials and Services Total</b>	<b>202,860</b>	<b>199,058</b>	<b>210,881</b>	<b>214,698</b>
<b>Administrative Charges</b>				
611100 County Admin Allocation	20,943	24,211	25,243	27,435
611210 Facilities Mgt Allocation	28,147	28,106	31,581	31,014
611220 Custodial Allocation	20,293	21,322	23,074	24,036
611230 Courier Allocation	1,174	1,157	1,260	865
611250 Risk Management Allocation	3,613	3,041	3,235	3,585
611255 Benefits Allocation	5,830	5,385	5,581	5,852
611260 Human Resources Allocation	20,058	20,569	22,740	23,637
611300 Legal Services Allocation	11,857	13,755	18,628	20,848
611400 Information Tech Allocation	56,830	60,311	69,603	71,664
611410 FIMS Allocation	27,206	32,810	30,613	28,892
611420 Telecommunications Allocation	5,452	3,741	3,044	3,164
611430 Info Tech Direct Charges	0	14,495	15,405	16,212
611800 MCBEE Allocation	538	1,866	1,119	1,797
612100 IT Equipment Use Charges	4,913	5,344	5,727	10,613
614100 Liability Insurance Allocation	7,500	9,100	7,400	9,100
614200 WC Insurance Allocation	5,800	5,800	5,300	5,300
<b>Administrative Charges Total</b>	<b>220,154</b>	<b>251,013</b>	<b>269,553</b>	<b>284,014</b>
<b>Central Services Total</b>	<b>2,469,915</b>	<b>2,346,357</b>	<b>2,702,903</b>	<b>2,766,499</b>
<b>Finance Grand Total</b>	<b>2,469,915</b>	<b>2,346,357</b>	<b>2,702,903</b>	<b>2,766,499</b>

MARION COUNTY FY 2018-19 BUDGET  
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MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
LEGAL

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## 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.

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**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 serves 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 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Charges for Services	470,396	473,405	409,060	431,329	5.4%
Admin Cost Recovery	1,189,040	1,255,519	1,515,352	1,606,093	6.0%
Interest	3,753	5,869	1,300	8,246	534.3%
Other Revenues	1,042	666	200	0	-100.0%
General Fund Transfers	0	5,137	0	0	n.a.
Net Working Capital	456,797	546,042	667,918	705,022	5.6%
<b>TOTAL RESOURCES</b>	<b>2,121,028</b>	<b>2,286,639</b>	<b>2,593,830</b>	<b>2,750,690</b>	<b>6.0%</b>
<b>REQUIREMENTS</b>					
Personnel Services					
Salaries and Wages	866,461	912,211	995,724	1,033,713	3.8%
Fringe Benefits	437,678	442,957	531,942	584,489	9.9%
<b>Total Personnel Services</b>	<b>1,304,138</b>	<b>1,355,168</b>	<b>1,527,666</b>	<b>1,618,202</b>	<b>5.9%</b>
Materials and Services					
Supplies	29,135	22,386	34,100	28,675	-15.9%
Materials	2,004	1,451	9,000	4,700	-47.8%
Communications	4,012	4,558	6,365	6,530	2.6%
Utilities	6,848	7,258	7,250	7,947	9.6%
Contracted Services	16,577	24,063	112,293	110,601	-1.5%
Repairs and Maintenance	1,451	732	1,600	1,100	-31.3%
Rentals	56,087	57,452	61,398	60,288	-1.8%
Miscellaneous	13,326	11,521	22,200	18,000	-18.9%
<b>Total Materials and Services</b>	<b>129,439</b>	<b>129,421</b>	<b>254,206</b>	<b>237,841</b>	<b>-6.4%</b>
Administrative Charges	141,408	141,274	150,265	163,559	8.8%
Transfers Out	0	8,151	0	0	n.a.
Contingency	0	0	27,989	28,074	0.3%
Ending Fund Balance	0	0	633,704	703,014	10.9%
<b>TOTAL REQUIREMENTS</b>	<b>1,574,986</b>	<b>1,634,014</b>	<b>2,593,830</b>	<b>2,750,690</b>	<b>6.0%</b>
<b>FTE</b>	10.80	10.40	11.80	11.80	0.0%

MARION COUNTY FY 2018-19 BUDGET  
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<b>FUNDS</b>					
Fund Name	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	% of Total
<b>RESOURCES</b>					
FND 260 Law Library	775,854	866,940	941,578	1,013,497	36.8%
FND 580 Central Services	1,345,174	1,419,699	1,652,252	1,737,193	63.2%
<b>TOTAL RESOURCES</b>	<b>2,121,028</b>	<b>2,286,639</b>	<b>2,593,830</b>	<b>2,750,690</b>	<b>100.0%</b>
<b>REQUIREMENTS</b>					
FND 260 Law Library	229,811	214,315	941,578	1,013,497	36.8%
FND 580 Central Services	1,345,174	1,419,699	1,652,252	1,737,193	63.2%
<b>TOTAL REQUIREMENTS</b>	<b>1,574,985</b>	<b>1,634,014</b>	<b>2,593,830</b>	<b>2,750,690</b>	<b>100.0%</b>

<b>PROGRAMS</b>					
	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Legal Counsel	1,345,160	1,419,699	1,652,252	1,737,193	5.1%
Law Library	775,868	866,940	941,578	1,013,497	7.6%
<b>TOTAL RESOURCES</b>	<b>2,121,028</b>	<b>2,286,639</b>	<b>2,593,830</b>	<b>2,750,690</b>	<b>6.0%</b>
<b>REQUIREMENTS</b>					
Legal Counsel	1,345,174	1,419,699	1,652,252	1,737,193	5.1%
Law Library	229,811	214,315	941,578	1,013,497	7.6%
<b>TOTAL REQUIREMENTS</b>	<b>1,574,985</b>	<b>1,634,014</b>	<b>2,593,830</b>	<b>2,750,690</b>	<b>6.0%</b>

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**Legal Counsel Program**

- Provide legal advice on specific matters, policy issues and emerging legal issues.
- Represent the county in negotiations, meetings and third-party matters.
- Prosecute and defend county decisions and actions in all courts and administrative forums.
- Retain and manage all outside legal counsel representing the county, exclusive of Workers' Compensation counsel.
- Support and maintain the county's hearings officers section.
- Inform members of the public and other government units on how county processes work.

**Program Summary**

Legal	Program: Legal Counsel				
	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Charges for Services	156,134	159,043	136,900	131,100	-4.2%
Admin Cost Recovery	1,189,040	1,255,519	1,515,352	1,606,093	6.0%
General Fund Transfers	0	5,137	0	0	n.a.
Net Working Capital	(14)	0	0	0	n.a.
<b>TOTAL RESOURCES</b>	<b>1,345,160</b>	<b>1,419,699</b>	<b>1,652,252</b>	<b>1,737,193</b>	<b>5.1%</b>
<b>REQUIREMENTS</b>					
Personnel Services	1,172,802	1,243,962	1,366,714	1,443,901	5.6%
Materials and Services	57,917	60,624	161,351	157,819	-2.2%
Administrative Charges	114,455	115,113	124,187	135,473	9.1%
<b>TOTAL REQUIREMENTS</b>	<b>1,345,174</b>	<b>1,419,699</b>	<b>1,652,252</b>	<b>1,737,193</b>	<b>5.1%</b>
<b>FTE</b>	9.00	9.00	10.00	10.00	0.0%

**FTE By Position Title By Program**

<b>Program: Legal Counsel</b>	
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
<b>Program Legal Counsel FTE Total:</b>	<b>10.00</b>

- FTE does not include .14 in temporary positions.

**Legal Counsel Program Budget Justification**

**RESOURCES**

Legal Counsel program is funded from a combination of Charges for Services and Administrative Cost Recovery.

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REQUIREMENTS

Personnel services are status quo with 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.



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**Law Library Program**

- The law library serves the legal community, the courts, and the public.

**Program Summary**

Legal	Program: Law Library				
	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Charges for Services	314,262	314,362	272,160	300,229	10.3%
Interest	3,753	5,869	1,300	8,246	534.3%
Other Revenues	1,042	666	200	0	-100.0%
Net Working Capital	456,811	546,042	667,918	705,022	5.6%
<b>TOTAL RESOURCES</b>	<b>775,868</b>	<b>866,940</b>	<b>941,578</b>	<b>1,013,497</b>	<b>7.6%</b>
<b>REQUIREMENTS</b>					
Personnel Services	131,336	111,206	160,952	174,301	8.3%
Materials and Services	71,522	68,797	92,855	80,022	-13.8%
Administrative Charges	26,953	26,161	26,078	28,086	7.7%
Transfers Out	0	8,151	0	0	n.a.
Contingency	0	0	27,989	28,074	0.3%
Ending Fund Balance	0	0	633,704	703,014	10.9%
<b>TOTAL REQUIREMENTS</b>	<b>229,811</b>	<b>214,315</b>	<b>941,578</b>	<b>1,013,497</b>	<b>7.6%</b>
<b>FTE</b>	<b>1.80</b>	<b>1.40</b>	<b>1.80</b>	<b>1.80</b>	<b>0.0%</b>

**FTE By Position Title By Program**

<b>Program: Law Library</b>	
Position Title	FTE
Law Librarian	1.00
Library Assistant	0.80
<b>Program Law Library FTE Total:</b>	<b>1.80</b>

- FTE does not include budgeted 0.10 temp 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.

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**KEY DEPARTMENT ACCOMPLISHMENTS**

- Assisted in the review of proposals received to establish the first Marion County Veterans Service Office (VSO) and drafted the contract for services for the entity awarded the contract to provide VSO services on behalf of Marion County.
- Currently representing the county in multiple forums in litigation before Marion County Circuit Court and the federal U.S. District Court, and obtained two voluntary and three court ordered dismissals.
- Advised the Surveyor regarding the county's property line adjustment process as it refers to the Surveyor's approval of county and city plats.
- Advised county departments on issues involving taxation and the sale of real and personal property.
- Drafted, reviewed or revised numerous ordinances, policies or other contracts for county departments and agencies.
- Worked closely with Business Services on several complex personnel and employment matters including labor negotiations and arbitrations.
- Provided legal advice on revisions of county policy including public records requests.
- Advised the Board of Commissioners and Planning on numerous issues, including the mass gathering and solar arrays ordinances, and proposed subdivisions.
- Appeals heard by the Hearings Officer increased significantly over last year, and included two cable regulatory appeals, which were the first of their kind heard by Marion County.
- Increased the library's catalog records from 3091 (since end of April 2017) to 4510 as of February 2018 (about a 50% increase).

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**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: Provide efficient, effective, and responsive government through stewardship and accountability.

**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.

<b>FY 14-15 Actual</b>	<b>FY 15-16 Actual</b>	<b>FY 16-17 Actual</b>	<b>FY 17-18 Estimate</b>	<b>FY 18-19 Estimate</b>
28	30	32	30	35

**Explanation of Trends and Changes**

The number of tort claim notices has increased over the last fiscal year. 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 and accident claims alleging issues with traffic signals as contributing factors.

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**# 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.

**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 #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 number of dog hearings and tow hearings held by the hearings officer 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. Vehicle tows 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 14-15 Actual	FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Estimate	FY 18-19 Estimate
11	9	11	12	15

Dog

FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Estimate	FY 18-19 Estimate
42	59	60	60	55

Vehicle Tows

FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Estimate	FY 18-19 Estimate
4	1	3	4	3

Other

FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Estimate	FY 18-19 Estimate
1	2	2	2	3

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**Explanation of Trends and Changes**

Cases before the hearings officer have increased significantly during the past five years. In the past year approximately 20% of hearings involved land use, and those cases were split between applications related to housing opportunities and applications related to businesses. Dog hearings continue to be a significant portion of the case load, and are an important venue for resolving community safety and welfare issues ranging from running at large to serious dog bites. Other hearings so far this year include tow, cable, and tax hearings.

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**Resources by Fund Detail**

<b>260 - Law Library</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Charges for Services</b>				
341060 Law Library Fees	314,262	314,262	272,160	299,056
341430 Copy Machine Fees	0	100	0	1,173
<b>Charges for Services Total</b>	<b>314,262</b>	<b>314,362</b>	<b>272,160</b>	<b>300,229</b>
<b>Interest</b>				
361000 Investment Earnings	3,753	5,869	1,300	8,246
<b>Interest Total</b>	<b>3,753</b>	<b>5,869</b>	<b>1,300</b>	<b>8,246</b>
<b>Other Revenues</b>				
371000 Miscellaneous Income	1,042	647	200	0
372000 Over and Short	0	18	0	0
<b>Other Revenues Total</b>	<b>1,042</b>	<b>666</b>	<b>200</b>	<b>0</b>
<b>Net Working Capital</b>				
392000 Net Working Capital Unrestr	456,797	546,042	667,918	705,022
<b>Net Working Capital Total</b>	<b>456,797</b>	<b>546,042</b>	<b>667,918</b>	<b>705,022</b>
<b>Law Library Total</b>	<b>775,854</b>	<b>866,940</b>	<b>941,578</b>	<b>1,013,497</b>
<b>580 - Central Services</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Charges for Services</b>				
341170 Witness Fees	0	70	0	0
341430 Copy Machine Fees	0	10	0	0
341690 Attorney Fees	156,134	158,963	136,900	131,100
<b>Charges for Services Total</b>	<b>156,134</b>	<b>159,043</b>	<b>136,900</b>	<b>131,100</b>
<b>Admin Cost Recovery</b>				
411300 Legal Services Allocation	1,189,040	1,255,519	1,515,352	1,606,093
<b>Admin Cost Recovery Total</b>	<b>1,189,040</b>	<b>1,255,519</b>	<b>1,515,352</b>	<b>1,606,093</b>
<b>General Fund Transfers</b>				
381100 Transfer from General Fund	0	5,137	0	0
<b>General Fund Transfers Total</b>	<b>0</b>	<b>5,137</b>	<b>0</b>	<b>0</b>
<b>Central Services Total</b>	<b>1,345,174</b>	<b>1,419,699</b>	<b>1,652,252</b>	<b>1,737,193</b>
<b>Legal Grand Total</b>	<b>2,121,028</b>	<b>2,286,639</b>	<b>2,593,830</b>	<b>2,750,690</b>

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**Requirements by Fund Detail**

<b>260 - Law Library</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Personnel Services</b>				
<b>Salaries and Wages</b>				
511110 Regular Wages	73,335	68,829	92,237	100,230
511120 Temporary Wages	272	528	3,357	3,407
511130 Vacation Pay	3,145	472	0	0
511140 Sick Pay	782	148	0	0
511150 Holiday Pay	3,490	2,359	0	0
<b>Salaries and Wages Total</b>	<b>81,024</b>	<b>72,335</b>	<b>95,594</b>	<b>103,637</b>
<b>Fringe Benefits</b>				
512110 PERS	14,891	12,808	17,801	19,345
512120 401K	1,456	1,541	1,635	1,768
512130 PERS Debt Service	2,136	1,773	4,612	6,014
512200 FICA	6,080	5,431	7,253	7,827
512310 Medical Insurance	22,435	15,038	30,192	31,392
512320 Dental Insurance	2,353	1,554	3,000	3,120
512330 Group Term Life Insurance	137	113	124	190
512340 Long Term Disability Insurance	346	234	279	425
512400 Unemployment Insurance	323	270	341	371
512520 Workers Comp Insurance	50	39	54	78
512600 Wellness Program	61	40	40	80
512610 Employee Assistance Program	44	29	27	54
<b>Fringe Benefits Total</b>	<b>50,312</b>	<b>38,870</b>	<b>65,358</b>	<b>70,664</b>
<b>Personnel Services Total</b>	<b>131,336</b>	<b>111,206</b>	<b>160,952</b>	<b>174,301</b>
<b>Materials and Services</b>				
<b>Supplies</b>				
521010 Office Supplies	580	277	1,500	1,000
521190 Publications	20,121	18,428	25,000	22,000
<b>Supplies Total</b>	<b>20,700</b>	<b>18,705</b>	<b>26,500</b>	<b>23,000</b>
<b>Materials</b>				
522150 Small Office Equipment	0	0	1,000	500
522180 Software	0	0	0	200
<b>Materials Total</b>	<b>0</b>	<b>0</b>	<b>1,000</b>	<b>700</b>
<b>Communications</b>				
523020 Phone and Communication Svcs	2,325	2,339	3,000	3,000
523040 Data Connections	0	0	700	200
523050 Postage	0	0	100	0
523090 Long Distance Charges	0	5	200	50
<b>Communications Total</b>	<b>2,325</b>	<b>2,343</b>	<b>4,000</b>	<b>3,250</b>
<b>Utilities</b>				
524090 Garbage Disposal and Recycling	0	0	0	100
<b>Utilities Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>100</b>

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<b>260 - Law Library</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Materials and Services</b>				
<b>Contracted Services</b>				
525450 Subscription Services	7,613	6,654	8,129	6,777
<b>Contracted Services Total</b>	<b>7,613</b>	<b>6,654</b>	<b>8,129</b>	<b>6,777</b>
<b>Repairs and Maintenance</b>				
526021 Computer Software Maintenance	0	0	200	200
526030 Building Maintenance	640	422	1,000	500
<b>Repairs and Maintenance Total</b>	<b>640</b>	<b>422</b>	<b>1,200</b>	<b>700</b>
<b>Rentals</b>				
527210 Building Rental Private	38,811	40,025	41,026	41,795
527300 Equipment Rental	1,176	560	2,500	1,000
<b>Rentals Total</b>	<b>39,987</b>	<b>40,586</b>	<b>43,526</b>	<b>42,795</b>
<b>Miscellaneous</b>				
529110 Mileage Reimbursement	0	48	500	200
529120 Commercial Travel	0	0	1,000	500
529130 Meals	0	0	1,000	200
529140 Lodging	123	0	1,500	1,000
529210 Meetings	0	0	1,500	100
529220 Conferences	0	0	1,500	500
529300 Dues and Memberships	135	40	1,500	200
<b>Miscellaneous Total</b>	<b>258</b>	<b>88</b>	<b>8,500</b>	<b>2,700</b>
<b>Materials and Services Total</b>	<b>71,522</b>	<b>68,797</b>	<b>92,855</b>	<b>80,022</b>
<b>Administrative Charges</b>				
611100 County Admin Allocation	2,318	2,383	2,656	2,828
611220 Custodial Allocation	6,953	7,306	7,906	8,236
611230 Courier Allocation	115	108	100	83
611250 Risk Management Allocation	245	204	229	274
611255 Benefits Allocation	574	502	445	567
611260 Human Resources Allocation	1,975	1,918	1,814	2,290
611300 Legal Services Allocation	4,573	5,906	4,771	6,447
611410 FIMS Allocation	3,210	3,221	3,923	3,014
611600 Finance Allocation	6,027	3,429	3,191	3,059
611800 MCBEE Allocation	63	184	143	188
614100 Liability Insurance Allocation	500	600	500	700
614200 WC Insurance Allocation	400	400	400	400
<b>Administrative Charges Total</b>	<b>26,953</b>	<b>26,161</b>	<b>26,078</b>	<b>28,086</b>
<b>Transfers Out</b>				
561480 Xfer to Capital Impr Projects	0	8,151	0	0
<b>Transfers Out Total</b>	<b>0</b>	<b>8,151</b>	<b>0</b>	<b>0</b>
<b>Contingency</b>				
571010 Contingency	0	0	27,989	28,074
<b>Contingency Total</b>	<b>0</b>	<b>0</b>	<b>27,989</b>	<b>28,074</b>



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<b>260 - Law Library</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Ending Fund Balance</b>				
573010 Unapprop Ending Fund Balance	0	0	633,704	703,014
<b>Ending Fund Balance Total</b>	<b>0</b>	<b>0</b>	<b>633,704</b>	<b>703,014</b>
<b>Law Library Total</b>	<b>229,811</b>	<b>214,315</b>	<b>941,578</b>	<b>1,013,497</b>
<b>580 - Central Services</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Personnel Services</b>				
<b>Salaries and Wages</b>				
511110 Regular Wages	637,977	649,239	858,575	901,553
511120 Temporary Wages	6,799	31,953	8,547	8,528
511130 Vacation Pay	46,609	64,358	0	0
511140 Sick Pay	32,532	28,447	0	0
511150 Holiday Pay	30,395	32,884	0	0
511160 Comp Time Pay	241	1,192	0	0
511210 Compensation Credits	27,612	28,912	29,528	19,635
511280 Cell Phone Pay	857	1,083	1,080	360
511290 Health Insurance Waiver Pay	2,415	1,807	2,400	0
<b>Salaries and Wages Total</b>	<b>785,437</b>	<b>839,876</b>	<b>900,130</b>	<b>930,076</b>
<b>Fringe Benefits</b>				
512110 PERS	126,229	133,828	171,867	177,789
512120 401K	23,781	25,001	27,099	27,587
512130 PERS Debt Service	38,975	38,277	44,526	55,272
512200 FICA	59,874	62,907	68,211	70,651
512310 Medical Insurance	117,202	123,351	132,090	156,960
512320 Dental Insurance	12,050	12,025	13,175	15,600
512330 Group Term Life Insurance	1,390	1,447	1,631	1,705
512340 Long Term Disability Insurance	3,133	2,579	3,660	3,823
512400 Unemployment Insurance	3,193	3,150	3,295	3,408
512520 Workers Comp Insurance	269	250	360	360
512600 Wellness Program	361	358	400	400
512610 Employee Assistance Program	259	262	270	270
512700 County HSA Contributions	650	650	0	0
<b>Fringe Benefits Total</b>	<b>387,365</b>	<b>404,086</b>	<b>466,584</b>	<b>513,825</b>
<b>Personnel Services Total</b>	<b>1,172,802</b>	<b>1,243,962</b>	<b>1,366,714</b>	<b>1,443,901</b>
<b>Materials and Services</b>				
<b>Supplies</b>				
521010 Office Supplies	2,767	2,638	2,500	2,600
521070 Departmental Supplies	0	2	100	75
521190 Publications	5,667	1,042	5,000	3,000
<b>Supplies Total</b>	<b>8,434</b>	<b>3,682</b>	<b>7,600</b>	<b>5,675</b>
<b>Materials</b>				
522150 Small Office Equipment	2,004	675	7,000	3,000
522170 Computers Non Capital	0	776	0	0

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<b>580 - Central Services</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Materials and Services</b>				
522180 Software	0	0	1,000	1,000
<b>Materials Total</b>	<b>2,004</b>	<b>1,451</b>	<b>8,000</b>	<b>4,000</b>
<b>Communications</b>				
523020 Phone and Communication Svcs	0	0	50	50
523030 Fax	(33)	(12)	0	0
523040 Data Connections	1,017	1,440	1,440	1,440
523050 Postage	39	104	175	250
523060 Cellular Phones	598	620	600	1,440
523090 Long Distance Charges	66	62	100	100
<b>Communications Total</b>	<b>1,687</b>	<b>2,215</b>	<b>2,365</b>	<b>3,280</b>
<b>Utilities</b>				
524010 Electricity	5,961	6,201	6,434	7,007
524020 Street Light Electricity	0	4	4	4
524040 Natural Gas	60	81	57	60
524050 Water	104	117	118	103
524070 Sewer	173	258	258	286
524090 Garbage Disposal and Recycling	550	596	379	387
<b>Utilities Total</b>	<b>6,848</b>	<b>7,258</b>	<b>7,250</b>	<b>7,847</b>
<b>Contracted Services</b>				
525450 Subscription Services	8,083	16,041	13,000	13,000
525510 Legal Services	(400)	1	89,464	88,899
525540 Witnesses	45	210	200	250
525541 Witness Mileage Reimbursement	13	39	200	250
525710 Printing Services	62	8	100	150
525735 Mail Services	961	1,111	1,100	1,200
525740 Document Disposal Services	200	0	100	75
<b>Contracted Services Total</b>	<b>8,964</b>	<b>17,409</b>	<b>104,164</b>	<b>103,824</b>
<b>Repairs and Maintenance</b>				
526030 Building Maintenance	812	311	400	400
<b>Repairs and Maintenance Total</b>	<b>812</b>	<b>311</b>	<b>400</b>	<b>400</b>
<b>Rentals</b>				
527100 Vehicle Rental	0	0	300	200
527120 Motor Pool Mileage	356	272	200	350
527130 Parking	148	136	150	150
527210 Building Rental Private	3,425	3,533	3,621	3,689
527240 Condo Assn Assessments	7,361	7,119	7,801	7,304
527300 Equipment Rental	4,808	5,806	5,800	5,800
<b>Rentals Total</b>	<b>16,100</b>	<b>16,866</b>	<b>17,872</b>	<b>17,493</b>
<b>Miscellaneous</b>				
529110 Mileage Reimbursement	2,676	1,669	2,500	3,000
529120 Commercial Travel	0	0	500	500
529130 Meals	175	263	400	400

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<b>580 - Central Services</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Materials and Services</b>				
529140 Lodging	1,369	1,889	2,500	3,000
529210 Meetings	230	136	200	200
529220 Conferences	3,638	2,933	3,200	3,200
529250 Tuition Reimbursement	649	0	0	0
529300 Dues and Memberships	4,332	4,542	4,400	5,000
<b>Miscellaneous Total</b>	<b>13,069</b>	<b>11,432</b>	<b>13,700</b>	<b>15,300</b>
<b>Materials and Services Total</b>	<b>57,917</b>	<b>60,624</b>	<b>161,351</b>	<b>157,819</b>
<b>Administrative Charges</b>				
611100 County Admin Allocation	10,985	12,339	13,753	15,839
611210 Facilities Mgt Allocation	14,002	13,819	15,568	15,322
611220 Custodial Allocation	10,807	11,223	12,178	12,712
611230 Courier Allocation	546	500	573	419
611250 Risk Management Allocation	1,874	1,557	1,832	2,023
611255 Benefits Allocation	2,710	2,327	2,537	2,833
611260 Human Resources Allocation	9,323	8,889	10,336	11,442
611400 Information Tech Allocation	26,747	24,552	27,035	29,533
611410 FIMS Allocation	14,410	17,343	17,665	17,580
611420 Telecommunications Allocation	4,100	2,959	2,529	2,469
611600 Finance Allocation	8,977	8,160	9,551	11,599
611800 MCBEE Allocation	294	1,020	667	1,128
612100 IT Equipment Use Charges	2,180	2,025	2,063	3,674
614100 Liability Insurance Allocation	4,200	5,100	4,600	5,600
614200 WC Insurance Allocation	3,300	3,300	3,300	3,300
<b>Administrative Charges Total</b>	<b>114,455</b>	<b>115,113</b>	<b>124,187</b>	<b>135,473</b>
<b>Central Services Total</b>	<b>1,345,174</b>	<b>1,419,699</b>	<b>1,652,252</b>	<b>1,737,193</b>
<b>Legal Grand Total</b>	<b>1,574,985</b>	<b>1,634,014</b>	<b>2,593,830</b>	<b>2,750,690</b>

# 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 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.

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- 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.
  
- Goal 3 DATA MANAGEMENT - Deliver on a unified records and data management strategy
  - Objective 1 Capture Data at the 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 system (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 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 by 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 a County IT Security Officer position whose focuses is 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, to alert when an incident occurs, and to 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.

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- 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.
  - 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.

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**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: Operations, Technology Solutions, and 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, application 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 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Charges for Services	117,171	86,079	84,385	84,385	0.0%
Admin Cost Recovery	8,222,046	8,914,560	9,921,826	10,764,864	8.5%
Other Revenues	0	39	0	0	n.a.
General Fund Transfers	0	0	114,290	224,253	96.2%
<b>TOTAL RESOURCES</b>	<b>8,339,217</b>	<b>9,000,679</b>	<b>10,120,501</b>	<b>11,073,502</b>	<b>9.4%</b>
<b>REQUIREMENTS</b>					
Personnel Services					
Salaries and Wages	4,314,794	4,566,463	5,040,407	5,228,371	3.7%
Fringe Benefits	2,029,554	2,196,068	2,623,673	2,814,326	7.3%
<b>Total Personnel Services</b>	<b>6,344,348</b>	<b>6,762,531</b>	<b>7,664,080</b>	<b>8,042,697</b>	<b>4.9%</b>
Materials and Services					
Supplies	10,863	18,293	17,150	17,150	0.0%
Materials	276,397	266,460	295,168	378,000	28.1%
Communications	198,155	191,255	209,168	295,472	41.3%
Utilities	32,372	32,430	37,714	36,802	-2.4%
Contracted Services	53,213	92,660	106,114	274,962	159.1%
Repairs and Maintenance	924,106	1,092,449	1,186,229	1,339,024	12.9%
Rentals	75,592	75,169	79,971	79,631	-0.4%
Miscellaneous	38,791	57,106	63,131	118,919	88.4%
<b>Total Materials and Services</b>	<b>1,609,489</b>	<b>1,825,822</b>	<b>1,994,645</b>	<b>2,539,960</b>	<b>27.3%</b>
Administrative Charges	385,380	412,326	461,776	490,845	6.3%
<b>TOTAL REQUIREMENTS</b>	<b>8,339,217</b>	<b>9,000,679</b>	<b>10,120,501</b>	<b>11,073,502</b>	<b>9.4%</b>
<b>FTE</b>	57.00	57.00	60.00	61.00	1.7%

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Fund Name	<b>FUNDS</b>				% of Total
	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	
<b>RESOURCES</b>					
FND 580 Central Services	8,339,217	9,000,679	10,120,501	11,073,502	100.0%
<b>TOTAL RESOURCES</b>	<b>8,339,217</b>	<b>9,000,679</b>	<b>10,120,501</b>	<b>11,073,502</b>	<b>100.0%</b>
<b>REQUIREMENTS</b>					
FND 580 Central Services	8,339,217	9,000,679	10,120,501	11,073,502	100.0%
<b>TOTAL REQUIREMENTS</b>	<b>8,339,217</b>	<b>9,000,679</b>	<b>10,120,501</b>	<b>11,073,502</b>	<b>100.0%</b>

	<b>PROGRAMS</b>				+/- %
	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	
<b>RESOURCES</b>					
IT Administration	493,686	462,785	533,460	549,064	2.9%
IT Operations	3,734,628	3,975,609	4,480,593	5,219,277	16.5%
Technology Solutions	4,110,903	4,562,285	5,106,448	5,305,161	3.9%
<b>TOTAL RESOURCES</b>	<b>8,339,217</b>	<b>9,000,679</b>	<b>10,120,501</b>	<b>11,073,502</b>	<b>9.4%</b>
<b>REQUIREMENTS</b>					
IT Administration	493,686	462,785	533,460	549,064	2.9%
IT Operations	3,734,628	3,975,609	4,480,593	5,219,277	16.5%
Technology Solutions	4,110,903	4,562,285	5,106,448	5,305,161	3.9%
<b>TOTAL REQUIREMENTS</b>	<b>8,339,217</b>	<b>9,000,679</b>	<b>10,120,501</b>	<b>11,073,502</b>	<b>9.4%</b>



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**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 and 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 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Admin Cost Recovery	493,686	462,756	533,460	549,064	2.9%
Other Revenues	0	29	0	0	n.a.
<b>TOTAL RESOURCES</b>	<b>493,686</b>	<b>462,785</b>	<b>533,460</b>	<b>549,064</b>	<b>2.9%</b>
<b>REQUIREMENTS</b>					
Personnel Services	354,427	311,558	393,871	368,085	-6.5%
Materials and Services	117,409	129,526	116,500	156,838	34.6%
Administrative Charges	21,851	21,701	23,089	24,141	4.6%
<b>TOTAL REQUIREMENTS</b>	<b>493,687</b>	<b>462,785</b>	<b>533,460</b>	<b>549,064</b>	<b>2.9%</b>
<b>FTE</b>	3.00	3.00	3.00	3.00	0.0%

**FTE By Position Title By Program**

<b>Program: IT Administration</b>	
Position Title	FTE
Administrative Assistant	1.00
Contracts Specialist	1.00
Information Technology Director	1.00
<b>Program IT Administration FTE Total:</b>	<b>3.00</b>

**IT Administration Program Budget Justification**

**RESOURCES**

The IT Administration Program is funded entirely by administrative cost recoveries.

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**REQUIREMENTS**

The Personnel Services decrease reflects changes in new personnel starting at lower steps.

Materials and Services changes include replacement of aging furniture, moderate increases in captioning services, normal office supplies based on current usage, and attendance at one additional technology conference.

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**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 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Charges for Services	112,079	86,079	84,385	84,385	0.0%
Admin Cost Recovery	3,622,549	3,889,529	4,304,018	4,917,524	14.3%
General Fund Transfers	0	0	92,190	217,368	135.8%
<b>TOTAL RESOURCES</b>	<b>3,734,628</b>	<b>3,975,609</b>	<b>4,480,593</b>	<b>5,219,277</b>	<b>16.5%</b>
<b>REQUIREMENTS</b>					
Personnel Services	2,564,100	2,776,836	3,046,407	3,326,737	9.2%
Materials and Services	1,012,996	1,026,608	1,248,706	1,682,523	34.7%
Administrative Charges	157,532	172,164	185,480	210,017	13.2%
<b>TOTAL REQUIREMENTS</b>	<b>3,734,628</b>	<b>3,975,609</b>	<b>4,480,593</b>	<b>5,219,277</b>	<b>16.5%</b>
<b>FTE</b>	23.15	23.80	25.10	26.10	4.0%

**FTE By Position Title By Program**

<b>Program: IT Operations</b>	
Position Title	FTE
Database Administrator	1.00
Database Administrator-Sr	0.10
GIS Analyst 1	0.50
GIS Analyst 2	0.25
GIS Analyst 3	0.15
Info Technology Manager	1.10

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<b>Program: IT Operations</b>	
<b>Position Title</b>	<b>FTE</b>
Info Technology Supervisor	1.00
IT Security Engineer	1.00
IT System Architect	1.00
Network Analyst 2	3.00
Network Analyst 3	4.00
Programmer Analyst 3	1.10
Support Specialist	7.90
Support Technician	1.00
Telecommunications Technician	2.00
Telecommunications Technician-Sr	1.00
<b>Program IT Operations FTE Total:</b>	<b>26.10</b>

*FTE Changes*

Includes 1.00 FTE increase for the IT System Architect position.

**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.

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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 System Architect responsible for delivering data and computing architecture for efficient use of business resources.

In Materials and Services there is a modest 1% increase in hardware and software maintenance costs for over eighty items currently under contract for use within the county. These increases are partially offset this year by savings achieved by leveraging multiple-year maintenance plans, negotiating reductions with suppliers, and retiring support for unused licenses.

Additionally, Materials and Services increases reflect:

- \$69,300 for 24X7 Contracted Services for maintaining security surveillance video systems, with an additional \$85,865 to establish a Lifecycle Equipment Replacement program.
- \$106,245 towards Microsoft's Software Assurance providing new product version rights, deployment planning, inventorying, securing, configuring, and remote managing the fleet of 2000+ county computers, as well as ensuring software licensing compliance.
- Upgrading the County's desktop and laptop computer systems from Microsoft Windows 7 to Windows 10 operating system, reflecting \$60,494 in equipment and \$94,704 in contracted services for deployment and training.
- \$11,870 for replacing obsolete laptops that support the annual elections process, support customer travel requests, and serve as temporary replacements when a customer's primary device is out-of-service.
- Requirements also reflect the following increases: (1) \$2,000 for uninterruptible power supply (UPS) battery replacement; (2) \$1,083 for peripheral computing equipment for employee growth; and (3) \$20,000 for tablets rather than laptops for use in the field.
- \$8,256 related to capital improvement projects related one-time technical training.
- Lastly, requirements also reflect a decrease of \$6,000 in telecommunications due to a reduction in building co

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**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 Operations Program 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 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Charges for Services	5,092	0	0	0	n.a.
Admin Cost Recovery	4,105,811	4,562,275	5,084,348	5,298,276	4.2%
Other Revenues	0	10	0	0	n.a.
General Fund Transfers	0	0	22,100	6,885	-68.8%
<b>TOTAL RESOURCES</b>	<b>4,110,903</b>	<b>4,562,285</b>	<b>5,106,448</b>	<b>5,305,161</b>	<b>3.9%</b>
<b>REQUIREMENTS</b>					
Personnel Services	3,425,822	3,674,136	4,223,802	4,347,875	2.9%
Materials and Services	479,085	669,688	629,439	700,599	11.3%
Administrative Charges	205,996	218,461	253,207	256,687	1.4%
<b>TOTAL REQUIREMENTS</b>	<b>4,110,903</b>	<b>4,562,285</b>	<b>5,106,448</b>	<b>5,305,161</b>	<b>3.9%</b>
<b>FTE</b>	30.85	30.20	31.90	31.90	0.0%

**FTE By Position Title By Program**

<b>Program: Technology Solutions</b>	
<b>Position Title</b>	<b>FTE</b>
Business Systems Analyst	1.00
Computer Forensics Specialist	1.00
Database Administrator-Sr	0.90
GIS Analyst 1	0.50
GIS Analyst 2	1.75
GIS Analyst 3	0.85
Info Technology Manager	1.90
Information Technology Deputy Director	1.00
IT Project Manager	3.00
IT Systems Analyst	6.00
Programmer Analyst 1	1.00

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<b>Program: Technology Solutions</b>	
<b>Position Title</b>	<b>FTE</b>
Programmer Analyst 2	5.00
Programmer Analyst 3	7.90
Support Specialist	0.10
<b>Program Technology Solutions FTE Total:</b>	<b>31.90</b>

**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 normal changes attributed to 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 Department’s Electronic Health Record project, the ongoing District Attorney Case Management project, as well as minor adjustments to cover forecasted IT consulting and support activities.

Materials and Services increases reflects:

- Incremental changes of the hardware and software product maintenance fees
- Combination of increases and discontinuation of existing subscription services
- \$6,199 in new subscriptions services supporting the Business Services department
- \$34,144 in new hardware and software maintenance related to the Oracle eBusiness suite
- \$6,885 to upgrade software development tools and replace the legacy software Code Repository, with \$1,800 in recurring software maintenance.

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**KEY DEPARTMENT ACCOMPLISHMENTS**

- Received and processed over 18,000 service requests (up 17% from last year) with a resulting customer satisfaction rating of 97.5% (up 1.5%); planned and executed numerous office moves ranging from minor to major; and completed the annual equipment replacement lifecycle.
- Completed implementation of an IT Service Management tool and catalog of IT services; implemented limited asset tracking and service desk module resulting in increased efficiency and streamlined business processes.
- Implemented enterprise point-of-sale application with automated interface to county's general ledger to standardize all cash, check, and credit card transactions across the county and significantly increase controls in departments. Currently, the application is used by 12 out of 15 departments located at 13 different sites, handling 47,800 annual transactions.
- Implemented Health department's reorganization effort to restructure programs and services to better align with county's strategic partners and provide clarity for the services offered to the community.
- Migrated un-supported FIMS Discoverer reports to the new Reporting Work Bench tool as part of the Oracle EBS v12.2 upgrade.
- Upgrading the core Microsoft SQL Server environment to the latest version keeping the county's core infrastructure stable and secured.
- Implemented an enterprise learning management system for the county to combine training data from multiple data sources and centralized in a cloud based application.
- Completed the creation of a building outline GIS data layer from orthogonal and oblique aerial imagery of the county to aid in property tax assessment, emergency management, Sheriff's office activities, planning, and other tasks requiring such imagery.
- Partnering with the District Attorney's office to implement a DA Case Management System replacement software suite. Including completion of a request for proposal, vendor selection, contract negotiations, project kicked off, and completion of the basic configuration phase.
- Partnered with Community Services to purchase and implement an out of the box solution to link the constituents of Marion County to caregivers, assistance programs, and available services via an online resource directory.



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**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, reduction of duplicative data stores, 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, subscription services for Computer Aided Design suite and update of the county’s web presence to meet compliance for ease of access and use.

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

<b>FY 14-15 Actual</b>	<b>FY 15-16 Actual</b>	<b>FY 16-17 Actual</b>	<b>FY 17-18 Estimate</b>	<b>FY 18-19 Estimate</b>
\$877,343	\$856,900	\$1,124,714	\$1,198,793	\$1,354,432

Number of Applications

<b>FY 14-15 Actual</b>	<b>FY 15-16 Actual</b>	<b>FY 16-17 Actual</b>	<b>FY 17-18 Estimate</b>	<b>FY 18-19 Estimate</b>
934	893	850	977	1000

**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 increases in costs also reflect escalating prices by vendors, monitoring and managing these assets will lead to more effective investments through application consolidation and leveraging newly delivered business features.

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**# 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 2014 Actual	CY 2015 Actual	CY 2016 Actual	CY 2017 Actual	CY 2018 Estimate
13,646	13,334	15,030	18,000	18,500

Average customer response (5 is Maximum)

CY 2014 Actual	CY 2015 Actual	CY 2016 Actual	CY 2017 Actual	CY 2018 Estimate
4.72 Very Satisfied	4.8 Very Satisfied	4.83 Very Satisfied	4.88 Very Satisfied	4.89% 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(s) leadership and IT business managers to review priorities and work activities. A 20% in ticket volume is driven by the increased used of technology, as well as increased incidents with legacy systems. Improvements in Customer Satisfaction continues to rise by 1% even as the overall volume of support requests have increased.

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**# 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 automated monitoring system tracking 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

<b>FY 14-15 Actual</b>	<b>FY 15-16 Actual</b>	<b>FY 16-17 Actual</b>	<b>FY 17-18 Estimate</b>	<b>FY 18-19 Estimate</b>
99.38%	99.53%	99.84%	99.87%	99.80%

**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.

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**Resources by Fund Detail**

580 - Central Services	Actual FY 15-16	Actual FY 16-17	Budget FY 17-18	Proposed FY 18-19
<b>Charges for Services</b>				
341620 User Fees	37,025	3,765	7,935	7,935
344250 Telephone Use Reimbursement	80,146	82,314	76,450	76,450
Charges for Services Total	<b>117,171</b>	<b>86,079</b>	<b>84,385</b>	<b>84,385</b>
<b>Admin Cost Recovery</b>				
411400 Information Tech Allocation	5,934,505	6,263,466	7,761,699	8,913,479
411410 FIMS Allocation	2,287,541	2,651,094	2,160,127	1,851,385
Admin Cost Recovery Total	<b>8,222,046</b>	<b>8,914,560</b>	<b>9,921,826</b>	<b>10,764,864</b>
<b>Other Revenues</b>				
371000 Miscellaneous Income	0	39	0	0
Other Revenues Total	<b>0</b>	<b>39</b>	<b>0</b>	<b>0</b>
<b>General Fund Transfers</b>				
381100 Transfer from General Fund	0	0	114,290	224,253
General Fund Transfers Total	<b>0</b>	<b>0</b>	<b>114,290</b>	<b>224,253</b>
Central Services Total	<b>8,339,217</b>	<b>9,000,679</b>	<b>10,120,501</b>	<b>11,073,502</b>
Information Technology Grand Total	8,339,217	9,000,679	10,120,501	11,073,502

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**Requirements by Fund Detail**

<b>580 - Central Services</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Personnel Services</b>				
<b>Salaries and Wages</b>				
511110 Regular Wages	3,520,455	3,717,191	4,886,146	5,063,402
511120 Temporary Wages	41,738	12,569	0	10,658
511130 Vacation Pay	237,951	267,209	0	0
511140 Sick Pay	143,424	155,932	0	0
511150 Holiday Pay	166,710	196,428	0	0
511160 Comp Time Pay	2,204	3,343	0	0
511180 Differential Pay	23	4	0	0
511210 Compensation Credits	113,504	107,587	106,741	87,931
511220 Pager Pay	38,937	38,820	39,000	39,000
511240 Leave Payoff	11,929	26,804	0	0
511280 Cell Phone Pay	3,198	3,176	3,720	2,580
511290 Health Insurance Waiver Pay	6,845	5,928	4,800	4,800
511420 Premium Pay	27,655	31,470	0	20,000
511450 Premium Pay Temps	219	0	0	0
<b>Salaries and Wages Total</b>	<b>4,314,794</b>	<b>4,566,463</b>	<b>5,040,407</b>	<b>5,228,371</b>
<b>Fringe Benefits</b>				
512110 PERS	635,757	670,827	964,557	995,149
512120 401K	27,065	26,383	29,240	31,221
512130 PERS Debt Service	218,038	246,718	249,897	309,373
512200 FICA	324,626	343,147	379,255	392,081
512310 Medical Insurance	696,848	774,539	860,881	926,076
512320 Dental Insurance	67,094	76,254	85,525	92,040
512330 Group Term Life Insurance	7,468	7,920	9,250	9,584
512340 Long Term Disability Insurance	18,401	15,827	20,729	21,486
512400 Unemployment Insurance	17,258	16,873	18,504	19,086
512520 Workers Comp Insurance	1,577	1,496	1,811	1,841
512600 Wellness Program	2,039	2,158	2,396	2,400
512610 Employee Assistance Program	1,464	1,576	1,628	1,639
512700 County HSA Contributions	11,920	12,350	0	12,350
<b>Fringe Benefits Total</b>	<b>2,029,554</b>	<b>2,196,068</b>	<b>2,623,673</b>	<b>2,814,326</b>
<b>Personnel Services Total</b>	<b>6,344,348</b>	<b>6,762,531</b>	<b>7,664,080</b>	<b>8,042,697</b>
<b>Materials and Services</b>				
<b>Supplies</b>				
521010 Office Supplies	6,383	6,128	6,000	6,000
521070 Departmental Supplies	3,069	10,727	10,000	10,000
521170 Educational Supplies	6	0	0	0
521210 Gasoline	1,406	1,438	1,150	1,150
<b>Supplies Total</b>	<b>10,863</b>	<b>18,293</b>	<b>17,150</b>	<b>17,150</b>
<b>Materials</b>				
522110 Batteries	112	1,230	0	2,000
522140 Small Tools	867	1,014	0	0
522150 Small Office Equipment	5,505	10,132	5,000	5,500

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<b>580 - Central Services</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Materials and Services</b>				
522160 Small Departmental Equipment	260	2,565	7,000	7,000
522170 Computers Non Capital	228,149	216,148	259,068	330,145
522180 Software	41,505	35,371	24,100	33,355
<b>Materials Total</b>	<b>276,397</b>	<b>266,460</b>	<b>295,168</b>	<b>378,000</b>

**Communications**

523010 Telephone Equipment	6,559	11,189	1,500	1,500
523015 Video Security Equipment	60	8,320	0	85,865
523020 Phone and Communication Svcs	176,045	154,459	174,000	174,000
523040 Data Connections	8,217	8,440	10,692	9,000
523050 Postage	275	16	180	100
523060 Cellular Phones	7,374	7,907	7,896	10,107
523070 Pagers	71	0	0	0
523090 Long Distance Charges	(447)	923	14,900	14,900
<b>Communications Total</b>	<b>198,155</b>	<b>191,255</b>	<b>209,168</b>	<b>295,472</b>

**Utilities**

524010 Electricity	24,328	24,775	34,514	33,602
524020 Street Light Electricity	4	19	0	0
524030 Traffic Signal Electricity	49	0	0	0
524040 Natural Gas	2,510	2,019	0	0
524050 Water	661	608	0	0
524070 Sewer	1,278	1,268	0	0
524090 Garbage Disposal and Recycling	3,542	3,742	3,200	3,200
<b>Utilities Total</b>	<b>32,372</b>	<b>32,430</b>	<b>37,714</b>	<b>36,802</b>

**Contracted Services**

525110 Consulting Services	499	0	0	0
525360 Public Works Services	0	743	0	0
525450 Subscription Services	37,010	48,771	49,964	56,108
525510 Legal Services	2,189	5,397	0	0
525715 Advertising	1,196	0	500	500
525999 Other Contracted Services	12,319	37,749	55,650	218,354
<b>Contracted Services Total</b>	<b>53,213</b>	<b>92,660</b>	<b>106,114</b>	<b>274,962</b>

**Repairs and Maintenance**

526011 Dept Equipment Maintenance	3,638	2,177	4,400	5,900
526020 Computer Hardware Maintenance	120,930	101,959	132,251	137,364
526021 Computer Software Maintenance	797,188	973,985	1,016,578	1,162,760
526022 Telephone Maintenance	816	10,305	32,000	32,000
526030 Building Maintenance	1,534	4,023	1,000	1,000
<b>Repairs and Maintenance Total</b>	<b>924,106</b>	<b>1,092,449</b>	<b>1,186,229</b>	<b>1,339,024</b>

**Rentals**

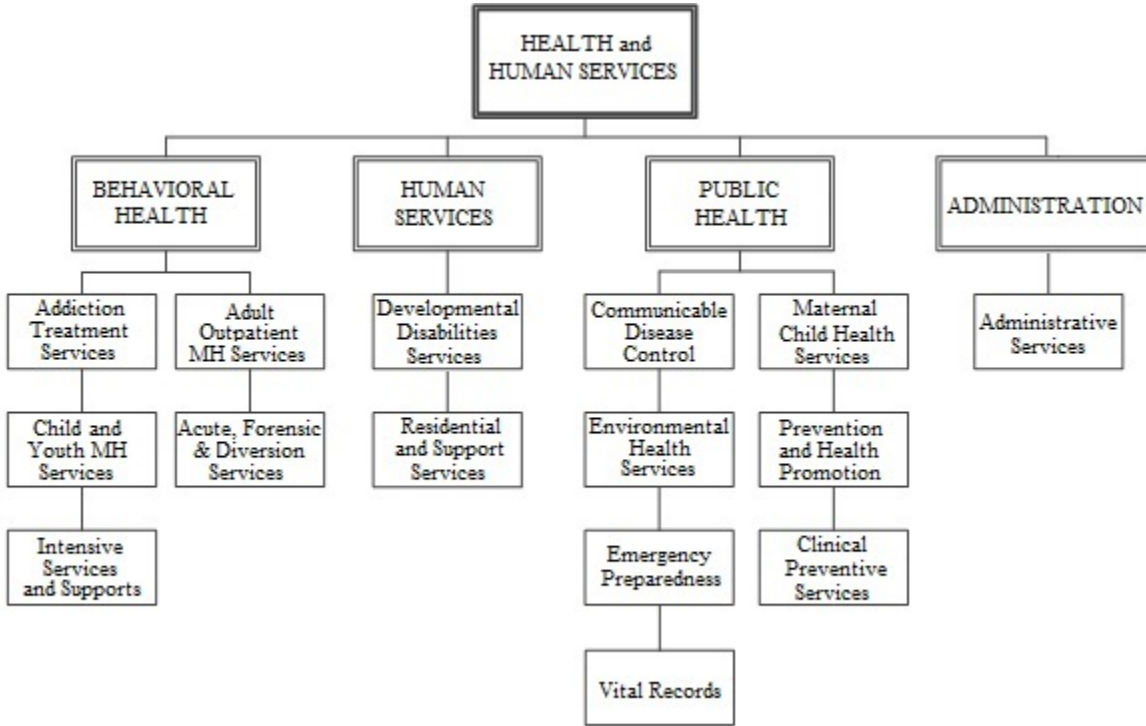
527110 Fleet Leases	11,412	10,944	10,872	11,484
527120 Motor Pool Mileage	2,510	2,304	2,400	2,400
527130 Parking	110	138	0	1,320
527140 County Parking	3,080	3,960	3,960	2,640

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<b>580 - Central Services</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Materials and Services</b>				
527200 Building Rental County	26,338	26,509	26,516	26,516
527240 Condo Assn Assessments	24,161	23,366	25,603	23,971
527300 Equipment Rental	7,982	7,948	10,620	11,300
<b>Rentals Total</b>	<b>75,592</b>	<b>75,169</b>	<b>79,971</b>	<b>79,631</b>
<b>Miscellaneous</b>				
529110 Mileage Reimbursement	1,223	553	1,000	1,000
529120 Commercial Travel	1,411	1,399	4,150	14,850
529130 Meals	591	397	2,050	2,750
529140 Lodging	9,348	5,985	6,900	8,000
529210 Meetings	185	0	0	300
529220 Conferences	658	360	4,000	8,800
529230 Training	24,488	47,916	44,145	82,243
529300 Dues and Memberships	862	467	886	976
529650 Pre Employment Costs	26	28	0	0
<b>Miscellaneous Total</b>	<b>38,791</b>	<b>57,106</b>	<b>63,131</b>	<b>118,919</b>
<b>Materials and Services Total</b>	<b>1,609,489</b>	<b>1,825,822</b>	<b>1,994,645</b>	<b>2,539,960</b>
<b>Administrative Charges</b>				
611100 County Admin Allocation	66,039	79,814	90,555	97,047
611210 Facilities Mgt Allocation	74,067	73,960	82,480	81,427
611220 Custodial Allocation	53,175	52,213	59,299	61,773
611230 Courier Allocation	3,191	3,417	3,993	2,718
611250 Risk Management Allocation	11,819	9,878	11,588	12,624
611255 Benefits Allocation	15,846	15,903	17,688	18,384
611260 Human Resources Allocation	54,516	60,748	72,073	74,252
611300 Legal Services Allocation	5,821	7,901	10,528	13,077
611600 Finance Allocation	55,430	53,227	63,528	71,711
611800 MCBEE Allocation	1,976	6,865	4,544	7,133
614100 Liability Insurance Allocation	24,600	29,800	26,800	32,300
614200 WC Insurance Allocation	18,900	18,600	18,700	18,399
<b>Administrative Charges Total</b>	<b>385,380</b>	<b>412,326</b>	<b>461,776</b>	<b>490,845</b>
<b>Central Services Total</b>	<b>8,339,217</b>	<b>9,000,679</b>	<b>10,120,501</b>	<b>11,073,502</b>
<b>Information Technology Grand Total</b>	<b>8,339,217</b>	<b>9,000,679</b>	<b>10,120,501</b>	<b>11,073,502</b>

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 HEALTH AND HUMAN SERVICES

**HEALTH AND HUMAN SERVICES**



**MISSION STATEMENT**

In collaboration with community partners, provide and purchase high quality services that promote individual and community health to all people in Marion County.

**GOALS AND OBJECTIVES**

- Goal 1 Promote a diverse system of behavioral health and addictions services that address community and family needs from early childhood to older adulthood.
  - Objective 1 Effectively screen and, when appropriate, provide community alternatives to hospitalization.
  - Objective 2 Provide viable, appropriate alternatives to long-term hospitalization and timely discharges for individuals needing state hospital level of care.
  - Objective 3 Continue to enhance and develop early childhood and intensive youth services in our Child and Youth MH Services Program.
  - Objective 4 Continue to develop intensive wraparound services for children and families and expand to accommodate the system of care as funding allows.
  - Objective 5 Provide behavioral health and addictions services that promote family stability, reunification and cohesion.



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HEALTH AND HUMAN SERVICES

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- Goal 2 Provide service to families with a family member with a developmental disability within the principles and philosophy that are the foundation of all developmental disability services.
- Objective 1 Assure all eligible individuals are enrolled in and have a family support or K Plan. These plans foster and strengthen flexible networks of community-based, private, public, formal, informal, family-centered, and family-directed supports designed to increase families' abilities to care for children with developmental disabilities into all aspects of community life.
  - Objective 2 Assure in home comprehensive services for adults. Providing comprehensive services to adults with developmental disabilities required for those adults to remain at home or in their family homes.
- Goal 3 Assure the five basic public health services to residents of Marion County (ORS 431.416). The five services include epidemiology and control of preventable diseases and disorders; parent and child health services; collection and reporting of health statistics; health information and referral services; and environmental health services.
- Objective 1 Assure epidemiology and control of preventable diseases and disorders (OAR 333-014-0050).
  - Objective 2 Assure parent and child health services.
  - Objective 3 Provide inspections of licensed facilities to protect the public's health and prevent the spread of foodborne and waterborne illness.
  - Objective 4 Plan for and respond to emerging diseases to protect the health of the community per OAR 333-014-0050.
- Goal 4 Provide services to underserved populations and act as a safety net provider for persons with limited or no resources.
- Objective 1 Provide high quality customer service and ensure that all Health and Human Services staff receive appropriate customer service training.
  - Objective 2 Provide training to staff to ensure that services are culturally responsive.
  - Objective 3 Provide in service training to staff who have direct interaction with the community in stressful situations.

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
HEALTH AND HUMAN SERVICES

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**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 the most needy and vulnerable individuals and families to improve their lives.

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
HEALTH AND HUMAN SERVICES

**RESOURCE AND REQUIREMENT SUMMARY**

Health and Human Services	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Intergovernmental Federal	4,129,207	3,927,268	3,588,526	3,043,764	-15.2%
Intergovernmental State	17,219,796	19,110,822	22,867,464	24,029,176	5.1%
Intergovernmental Local	17,933,770	16,177,496	14,327,095	14,951,379	4.4%
Charges for Services	6,792,694	7,287,402	7,528,746	8,192,862	8.8%
Interest	155,433	190,082	185,000	205,050	10.8%
Other Revenues	99,595	133,896	129,680	20,000	-84.6%
General Fund Transfers	3,498,968	3,730,390	3,730,390	3,795,298	1.7%
Net Working Capital	24,398,753	22,785,882	22,347,954	21,707,867	-2.9%
<b>TOTAL RESOURCES</b>	<b>74,228,216</b>	<b>73,343,239</b>	<b>74,704,855</b>	<b>75,945,396</b>	<b>1.7%</b>
<b>REQUIREMENTS</b>					
Personnel Services					
Salaries and Wages	20,719,192	21,492,284	25,343,119	26,002,664	2.6%
Fringe Benefits	11,758,776	12,213,058	15,385,575	16,173,398	5.1%
<b>Total Personnel Services</b>	<b>32,477,968</b>	<b>33,705,342</b>	<b>40,728,694</b>	<b>42,176,062</b>	<b>3.6%</b>
Materials and Services					
Supplies	540,931	638,139	610,375	624,321	2.3%
Materials	215,589	132,989	102,200	78,200	-23.5%
Communications	370,874	343,812	333,550	385,134	15.5%
Utilities	182,837	165,669	284,664	140,536	-50.6%
Contracted Services	7,424,269	7,441,634	9,171,978	8,743,985	-4.7%
Repairs and Maintenance	131,508	142,785	94,580	109,805	16.1%
Rentals	2,052,355	1,884,728	1,669,905	2,174,515	30.2%
Insurance	64,432	69,320	69,000	66,000	-4.3%
Miscellaneous	359,220	294,761	381,630	299,602	-21.5%
<b>Total Materials and Services</b>	<b>11,342,014</b>	<b>11,113,837</b>	<b>12,717,882</b>	<b>12,622,098</b>	<b>-0.8%</b>
Administrative Charges	5,013,105	5,217,653	5,892,049	6,152,464	4.4%
Capital Outlay	30,131	528,826	460,934	698,204	51.5%
Transfers Out	2,579,116	429,625	544,351	3,731,885	585.6%
Contingency	0	0	5,408,892	4,592,952	-15.1%
Ending Fund Balance	0	0	8,952,053	5,971,731	-33.3%
<b>TOTAL REQUIREMENTS</b>	<b>51,442,333</b>	<b>50,995,285</b>	<b>74,704,855</b>	<b>75,945,396</b>	<b>1.7%</b>
<b>FTE</b>	415.72	435.95	450.92	455.38	1.0%

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
HEALTH AND HUMAN SERVICES

<b>FUNDS</b>					
Fund Name	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	% of Total
<b>RESOURCES</b>					
FND 190 Health and Human Services	74,228,216	73,343,239	74,704,855	75,945,396	100.0%
<b>TOTAL RESOURCES</b>	<b>74,228,216</b>	<b>73,343,239</b>	<b>74,704,855</b>	<b>75,945,396</b>	<b>100.0%</b>
<b>REQUIREMENTS</b>					
FND 190 Health and Human Services	51,442,333	50,995,285	74,704,855	75,945,396	100.0%
<b>TOTAL REQUIREMENTS</b>	<b>51,442,333</b>	<b>50,995,285</b>	<b>74,704,855</b>	<b>75,945,396</b>	<b>100.0%</b>

<b>PROGRAMS</b>					
	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Addiction Treatment Svcs	4,703,610	5,342,369	6,045,043	6,262,915	3.6%
Child and Youth MH Svcs	5,028,192	5,536,674	5,941,274	6,120,931	3.0%
Adult Outpatient MH Svcs	8,914,117	9,234,907	5,999,573	6,183,870	3.1%
Acute Forensic Diversion Svcs	5,681,088	7,381,022	6,916,061	6,948,013	0.5%
Intensive Svcs and Supports	0	0	11,741,588	11,682,504	-0.5%
Developmental Disabilities	6,901,610	7,235,702	8,648,580	8,650,052	0.0%
Residential and Support Svcs	0	0	4,430,171	4,944,245	11.6%
Communicable Disease Control	2,400,101	2,452,107	1,708,975	1,878,007	9.9%
Prevention and Hlth Promotion	1,240,791	1,214,820	1,028,145	1,002,826	-2.5%
Emergency Preparedness	157,528	167,581	289,101	383,015	32.5%
Environmental Health Svcs	1,261,416	1,302,953	1,012,277	1,012,851	0.1%
Maternal Child Health Svcs	2,200,478	2,298,613	3,393,620	3,403,270	0.3%
Clinical Preventive Svcs	0	0	2,101,577	2,114,987	0.6%
Vital Records	0	0	340,000	370,000	8.8%
HE Administrative Services	23,488,308	19,594,896	15,108,870	14,987,910	-0.8%
CAPS	10,608,148	10,148,099	0	0	n.a.
WIC Services	1,642,829	1,433,496	0	0	n.a.
<b>TOTAL RESOURCES</b>	<b>74,228,216</b>	<b>73,343,239</b>	<b>74,704,855</b>	<b>75,945,396</b>	<b>1.7%</b>
<b>REQUIREMENTS</b>					
Addiction Treatment Svcs	4,348,814	4,623,831	6,045,043	6,262,915	3.6%
Child and Youth MH Svcs	5,041,179	5,161,979	5,941,274	6,120,931	3.0%
Adult Outpatient MH Svcs	8,099,827	8,750,227	5,999,573	6,183,870	3.1%
Acute Forensic Diversion Svcs	4,765,527	5,126,464	6,916,061	6,948,013	0.5%
Intensive Svcs and Supports	0	0	11,741,588	11,682,504	-0.5%
Developmental Disabilities	6,872,423	7,248,968	8,648,580	8,650,052	0.0%
Residential and Support Svcs	0	0	4,430,171	4,944,245	11.6%
Communicable Disease Control	2,398,574	2,441,408	1,708,975	1,878,007	9.9%
Prevention and Hlth Promotion	1,056,816	1,163,627	1,028,145	1,002,826	-2.5%
Emergency Preparedness	157,528	167,581	289,101	383,015	32.5%
Environmental Health Svcs	1,185,549	1,236,687	1,012,277	1,012,851	0.1%
Maternal Child Health Svcs	1,949,727	2,005,158	3,393,620	3,403,270	0.3%
Clinical Preventive Svcs	0	0	2,101,577	2,114,987	0.6%
Vital Records	0	0	340,000	370,000	8.8%
HE Administrative Services	6,031,949	3,169,068	15,108,870	14,987,910	-0.8%
CAPS	7,891,592	8,466,701	0	0	n.a.
WIC Services	1,642,829	1,433,585	0	0	n.a.
<b>TOTAL REQUIREMENTS</b>	<b>51,442,333</b>	<b>50,995,285</b>	<b>74,704,855</b>	<b>75,945,396</b>	<b>1.7%</b>

MARION COUNTY FY 2018-19 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 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Intergovernmental Federal	488,504	650,077	630,209	344,962	-45.3%
Intergovernmental State	949,522	1,205,492	1,479,510	1,787,912	20.8%
Intergovernmental Local	709,792	251,297	212,676	0	-100.0%
Charges for Services	2,171,611	2,902,655	3,224,022	3,654,727	13.4%
Other Revenues	395	542	3,200	3,400	6.3%
General Fund Transfers	0	0	0	64,908	n.a.
Net Working Capital	383,786	332,306	495,426	407,006	-17.8%
<b>TOTAL RESOURCES</b>	<b>4,703,610</b>	<b>5,342,369</b>	<b>6,045,043</b>	<b>6,262,915</b>	<b>3.6%</b>
<b>REQUIREMENTS</b>					
Personnel Services	2,918,094	2,945,654	3,986,206	3,873,600	-2.8%
Materials and Services	535,345	677,304	631,293	1,063,301	68.4%
Administrative Charges	895,376	1,000,873	959,915	923,288	-3.8%
Transfers Out	0	0	52,455	0	-100.0%
Contingency	0	0	415,174	402,726	-3.0%
<b>TOTAL REQUIREMENTS</b>	<b>4,348,814</b>	<b>4,623,831</b>	<b>6,045,043</b>	<b>6,262,915</b>	<b>3.6%</b>
<b>FTE</b>	43.94	49.55	48.55	47.65	-1.9%

**FTE By Position Title By Program**

<b>Program: Addiction Treatment Svcs</b>	
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
Department Specialist 2 (Bilingual)	1.00

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
HEALTH AND HUMAN SERVICES

<b>Program: Addiction Treatment Svcs</b>	
<b>Position Title</b>	<b>FTE</b>
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	11.00
Health Program Manager	0.50
Health Program Supervisor	1.00
LPN	1.00
Mental Health Spec 2	1.00
<b>Program Addiction Treatment Svcs FTE Total:</b>	<b>47.65</b>

- In addition to the above there are 1.10 FTE temporary paid staff and 11 contractors, interns and volunteers.
- The FY 18-19 FTE includes a 2.00 General Fund position.

*FTE Changes*

Overall FTE is relatively unchanged for the Addiction Treatment Services Program. The program will be adding a Drug Treatment Associate 1 and a Drug Treatment Case Manager (LEAD peer navigator) which will be offset by the decrease in FTE of a Drug Treatment Associate 2 and two Mental Health Specialist positions that were part of the Marion County Transitional Treatment and Recovery Community program that ended in FY 17-18.

**Addiction Treatment Svcs Program Budget Justification**

**RESOURCES**

The reduction to Intergovernmental Federal and Intergovernmental Local reflects the loss of funding and elimination of the Marion County Transitional Treatment and Recovery Community. This program provided the delivery of addiction and mental health services to families enrolled in the residential program. During FY 17-18 additional tax revenue was received that exceeded budget estimates. These funds were to be used to enhance addiction treatment services and are expected to continue in FY 18-19. The result is an increase to Intergovernmental State funding. Overall program resources continue to expand due to the overall community need for addiction treatment services, primarily significant growth in the need for medication-assisted treatment. It is anticipated that the program will continue to see increasing number of individuals enrolled in services and an increase to Charges for Services for FY 18-19. The General Fund transfer reflects a decision package request to fund a portion of two Law Enforcement Assisted Diversion (LEAD) peer navigators. These positions will provide coordination of the project and interface with Marion County Sheriff's Office as well as community partners.

**REQUIREMENTS**

The Addiction Treatment Services Program has continued to see an increase in the demand for services. Due to the growth the program has relocated to a new location on Silverton Road. This has resulted in significant increases to Materials and Services for occupancy costs such as building rent and custodial services as well as increases in the cost of medications and medical supplies due to the growing number of individuals being served by the program.

MARION COUNTY FY 2018-19 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 under-served 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 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Intergovernmental Federal	261,044	122,845	431,044	181,044	-58.0%
Intergovernmental State	701,514	692,064	275,780	291,901	5.8%
Intergovernmental Local	3,524,913	3,727,502	3,496,232	3,030,205	-13.3%
Charges for Services	215,892	217,294	148,600	170,450	14.7%
Other Revenues	100	1,850	0	0	n.a.
General Fund Transfers	0	0	472,319	472,319	0.0%
Net Working Capital	324,730	775,119	1,117,299	1,975,012	76.8%
<b>TOTAL RESOURCES</b>	<b>5,028,192</b>	<b>5,536,674</b>	<b>5,941,274</b>	<b>6,120,931</b>	<b>3.0%</b>
<b>REQUIREMENTS</b>					
Personnel Services	3,509,766	3,698,552	4,055,144	4,235,839	4.5%
Materials and Services	745,735	647,253	856,864	766,734	-10.5%
Administrative Charges	785,678	816,174	828,042	958,244	15.7%
Capital Outlay	0	0	33,309	0	-100.0%
Transfers Out	0	0	7,915	8,751	10.6%
Contingency	0	0	160,000	151,363	-5.4%
<b>TOTAL REQUIREMENTS</b>	<b>5,041,179</b>	<b>5,161,979</b>	<b>5,941,274</b>	<b>6,120,931</b>	<b>3.0%</b>
<b>FTE</b>	43.20	42.55	44.35	44.70	0.8%

**FTE By Position Title By Program**

<b>Program: Child and Youth MH Svcs</b>	
Position Title	FTE
Clinical Supervisor 1	1.00
Clinical Supervisor 2	2.05
Department Specialist 1 (Bilingual)	0.15
Department Specialist 2	1.25
Department Specialist 2 (Bilingual)	1.40

MARION COUNTY FY 2018-19 BUDGET  
 BY DEPARTMENT  
 HEALTH AND HUMAN SERVICES

<b>Program: Child and Youth MH Svcs</b>	
<b>Position Title</b>	<b>FTE</b>
Department Specialist 3	1.10
Department Specialist 3 (Bilingual)	1.00
Health Program Manager	1.00
Mental Health Assoc	1.00
Mental Health Assoc (Bilingual)	5.75
Mental Health Assoc (Floater)	1.00
Mental Health Spec 1	1.00
Mental Health Spec 1 (Bilingual)	1.00
Mental Health Spec 2	16.00
Mental Health Spec 2 (Bilingual)	10.00
<b>Program Child and Youth MH Svcs FTE Total:</b>	<b>44.70</b>

- In addition to the above there are 0.50 FTE temporary paid staff and four contractors, interns and volunteers.
- The FY 18-19 FTE includes 5.00 General Fund positions.

FTE Changes

There are no significant FTE changes in this program.

**Child and Youth MH Svcs Program Budget Justification**

**RESOURCES**

The decrease in Intergovernmental Federal funding is due to a one time grant for the youth and family crisis program received in FY 17-18. Intergovernmental Local reflects a decrease in the Medicaid capitation assigned to this program based on current billing projections. The increase in Net Working Capital is due to the full year operating costs associated with the new youth and family crisis program. Funding from Charges for Services has been less than anticipated and an increase in Net Working Capital is needed to cover operational costs as a new startup program. Additional resources for long term sustainability will be identified in FY 18-19 as the program will have more data available on the volume and population being served in the youth and family crisis program.

**REQUIREMENTS**

Materials and Services for this program are decreasing due to startup purchases for the youth and family crisis team in FY 17-18. It is also anticipated that the program staff will relocate to a new building in FY 18-19 as the Lancaster building lease expires at the end of 2018. Based on current estimates the occupancy costs will be reduced by relocating to a new facility.



MARION COUNTY FY 2018-19 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.
- Provides mental health services for Psychiatric Security Review Board clients.
- Provides coordination of the aging mental health population for the Marion/Polk region.

**Program Summary**

Health and Human Services	Program: Adult Outpatient MH Svcs				
	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Intergovernmental State	3,817,236	4,104,418	1,431,274	1,506,434	5.3%
Intergovernmental Local	3,660,488	3,231,415	2,250,919	2,765,291	22.9%
Charges for Services	1,422,831	1,285,074	1,128,200	1,111,750	-1.5%
Other Revenues	0	1	0	0	n.a.
Net Working Capital	13,562	613,999	1,189,180	800,395	-32.7%
<b>TOTAL RESOURCES</b>	<b>8,914,117</b>	<b>9,234,907</b>	<b>5,999,573</b>	<b>6,183,870</b>	<b>3.1%</b>
<b>REQUIREMENTS</b>					
Personnel Services	4,153,064	4,567,899	3,442,033	3,600,959	4.6%
Materials and Services	2,785,495	2,945,988	1,069,480	1,069,251	0.0%
Administrative Charges	1,161,268	1,236,340	935,743	965,109	3.1%
Contingency	0	0	552,317	548,551	-0.7%
<b>TOTAL REQUIREMENTS</b>	<b>8,099,827</b>	<b>8,750,227</b>	<b>5,999,573</b>	<b>6,183,870</b>	<b>3.1%</b>
<b>FTE</b>	55.58	60.61	37.16	39.21	5.5%

**FTE By Position Title By Program**

<b>Program: Adult Outpatient MH Svcs</b>	
<b>Position Title</b>	<b>FTE</b>
Behavioral Health Nurse 1	1.00
Clinical Supervisor 2	2.60
Department Specialist 2	2.00
Department Specialist 2 (Bilingual)	1.00
Department Specialist 3	1.65
Health Program Manager	0.50
Health Resources Coordinator	1.00
Mental Health Assoc	12.23
Mental Health Assoc (Bilingual)	0.25
Mental Health Spec 2	13.98
Mental Health Spec 2 (Bilingual)	1.00
Mental Health Spec 3	1.00

MARION COUNTY FY 2018-19 BUDGET  
 BY DEPARTMENT  
 HEALTH AND HUMAN SERVICES

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<b>Program: Adult Outpatient MH Svcs</b>	
<b>Position Title</b>	<b>FTE</b>
Peer Support Specialist	1.00
<b>Program Adult Outpatient MH Svcs FTE Total:</b>	<b>39.21</b>

- In addition to the above there are 0.45 FTE temporary paid staff and eight contractors, interns and volunteers.

FTE Changes

The increase in FTE is to add a Peer Support Specialist to the adult behavioral health team and an additional Mental Health Specialist to meet the increasing demands for access to adult services.

**Adult Outpatient MH Svcs Program Budget Justification**

**RESOURCES**

The Adult Outpatient MH Services Program has seen increased demands for adult outpatient services and the estimated increase to Intergovernmental Local reflects the current year billing patterns for Medicaid services. The result is an estimated decrease in Net Working Capital to cover program requirements in FY 18-19.

**REQUIREMENTS**

Overall requirements for the Adult Outpatient MH Services Program are expected to remain relatively unchanged.

MARION COUNTY FY 2018-19 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, seven 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 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Intergovernmental Federal	315,184	448,166	202,433	205,000	1.3%
Intergovernmental State	2,291,320	3,279,343	3,730,446	3,818,999	2.4%
Intergovernmental Local	1,966,744	2,572,825	1,795,895	1,176,738	-34.5%
Charges for Services	266,672	334,983	250,644	308,050	22.9%
Admin Cost Recovery	79,525	55,801	94,500	70,000	-25.9%
Other Revenues	500	0	0	0	n.a.
General Fund Transfers	760,581	689,903	291,057	291,057	0.0%
Net Working Capital	562	0	551,086	1,078,169	95.6%
<b>TOTAL RESOURCES</b>	<b>5,681,088</b>	<b>7,381,022</b>	<b>6,916,061</b>	<b>6,948,013</b>	<b>0.5%</b>
<b>REQUIREMENTS</b>					
Personnel Services	2,932,789	3,189,503	3,846,847	3,895,929	1.3%
Materials and Services	1,217,898	1,056,098	1,620,846	1,556,743	-4.0%
Administrative Charges	614,840	725,151	808,008	894,593	10.7%
Capital Outlay	0	112,165	0	0	n.a.
Transfers Out	0	43,547	0	0	n.a.
Contingency	0	0	640,360	600,748	-6.2%
<b>TOTAL REQUIREMENTS</b>	<b>4,765,527</b>	<b>5,126,464</b>	<b>6,916,061</b>	<b>6,948,013</b>	<b>0.5%</b>
<b>FTE</b>	32.03	39.67	39.80	39.25	-1.4%

**FTE By Position Title By Program**

<b>Program: Acute Forensic Diversion Svcs</b>	
Position Title	FTE
Clinical Supervisor 1	1.00
Clinical Supervisor 2	2.00
Department Specialist 2	0.40
Department Specialist 3	3.10
Drug Treatment Assoc 2	1.00

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<b>Program: Acute Forensic Diversion Svcs</b>	
<b>Position Title</b>	<b>FTE</b>
Drug Treatment Case Manager	1.00
Health Program Manager	1.00
Mental Health Assoc	7.50
Mental Health Spec 2	18.25
Mental Health Spec 2 (Bilingual)	2.00
Peer Support Specialist	2.00
<b>Program Acute Forensic Diversion Svcs FTE Total:</b>	<b>39.25</b>

- In addition to the above there are 6.00 FTE temporary paid staff and 25 contractors, interns and volunteers.
- The FY 18-19 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 decrease 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 decrease 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.

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**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.
- Manages the CHOICE model program to provide wraparound supports to adults.
- 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 and adults.

**Program Summary**

Health and Human Services	Program: Intensive Svcs and Supports				
	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Intergovernmental Federal	0	0	185,934	205,934	10.8%
Intergovernmental State	0	0	1,597,154	1,702,533	6.6%
Intergovernmental Local	0	0	7,026,681	7,901,623	12.5%
Charges for Services	0	0	141,568	178,718	26.2%
Other Revenues	0	0	500	0	-100.0%
General Fund Transfers	0	0	151,630	151,630	0.0%
Net Working Capital	0	0	2,638,121	1,542,066	-41.5%
<b>TOTAL RESOURCES</b>	<b>0</b>	<b>0</b>	<b>11,741,588</b>	<b>11,682,504</b>	<b>-0.5%</b>
<b>REQUIREMENTS</b>					
Personnel Services	0	0	7,511,234	7,514,721	0.0%
Materials and Services	0	0	2,022,989	1,977,157	-2.3%
Administrative Charges	0	0	1,802,391	1,787,163	-0.8%
Contingency	0	0	404,974	403,463	-0.4%
<b>TOTAL REQUIREMENTS</b>	<b>0</b>	<b>0</b>	<b>11,741,588</b>	<b>11,682,504</b>	<b>-0.5%</b>
<b>FTE</b>	0.00	0.00	86.33	84.90	-1.7%

**FTE By Position Title By Program**

<b>Program: Intensive Svcs and Supports</b>	
Position Title	FTE
Behavioral Health Nurse 1	0.80
Care Coordinator	15.35

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<b>Program: Intensive Svcs and Supports</b>	
<b>Position Title</b>	<b>FTE</b>
Care Coordinator (Bilingual)	3.00
Clinical Supervisor 1	1.80
Clinical Supervisor 2	3.20
Department Specialist 1 (Bilingual)	1.85
Department Specialist 2	5.05
Department Specialist 3	1.95
Drug Treatment Assoc 1	1.00
Drug Treatment Case Manager	1.00
Health Program Manager	0.80
Health Program Supervisor	1.00
Mental Health Assoc	20.00
Mental Health Assoc (Bilingual)	1.00
Mental Health Assoc (Job Share/Bilingual)	1.00
Mental Health Spec 1	1.00
Mental Health Spec 2	7.00
Mental Health Spec 2 (Bilingual)	1.00
Mental Health Spec 3	3.00
Occupational Therapy Specialist	0.60
Peer Support Specialist	11.50
Peer Support Specialist (Bilingual)	1.00
Program Coordinator 1	1.00
<b>Program Intensive Svcs and Supports FTE Total:</b>	<b>84.90</b>

- In addition to the above there are 2.00 FTE temporary paid staff and five contractors, interns and volunteers.
- The FY 18-19 FTE includes 1.40 General Fund positions.

FTE Changes

The reduction in FTE is due to the transfer of a Program Coordinator 1 position to the Human Services Division in FY 18-19 as well as a reduction of one Peer Support Specialist position as part of the high fidelity children's wraparound program.

**Intensive Svcs and Supports Program Budget Justification**

**RESOURCES**

The Intensive Services and Supports Program was created during FY 17-18 as part of the Health and Human Services reorganization. Overall increases in Intergovernmental Local and Charges for Services are due to the growth in intensive care coordination for adults and children. This has resulted in a reduction in the need for Net Working Capital to cover operational costs for the program.

**REQUIREMENTS**

Requirements for the Intensive Services and Supports Program are expected to remain relatively unchanged. While this is a new program within the structure of Health and Human Services, the services included within this new program are well established with consistent expenditure patterns.

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**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 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Intergovernmental State	6,669,671	6,533,708	8,249,622	8,271,486	0.3%
Charges for Services	1,521	1,062	1,575	550	-65.1%
Other Revenues	0	150	0	600	n.a.
General Fund Transfers	0	72,383	72,383	72,383	0.0%
Net Working Capital	230,419	628,399	325,000	305,033	-6.1%
<b>TOTAL RESOURCES</b>	<b>6,901,610</b>	<b>7,235,702</b>	<b>8,648,580</b>	<b>8,650,052</b>	<b>0.0%</b>
<b>REQUIREMENTS</b>					
Personnel Services	5,164,777	5,387,634	6,003,941	6,176,974	2.9%
Materials and Services	801,868	804,858	844,801	837,023	-0.9%
Administrative Charges	905,778	1,056,475	1,106,632	1,436,055	29.8%
Contingency	0	0	693,206	200,000	-71.1%
<b>TOTAL REQUIREMENTS</b>	<b>6,872,423</b>	<b>7,248,967</b>	<b>8,648,580</b>	<b>8,650,052</b>	<b>0.0%</b>
<b>FTE</b>	66.25	68.55	68.32	67.40	-1.3%

**FTE By Position Title By Program**

<b>Program: Developmental Disabilities</b>	
<b>Position Title</b>	<b>FTE</b>
Accounting Specialist	2.00
Adult Abuse Investigator	3.50
Clinical Supervisor 1	1.00
Clinical Supervisor 2	2.00
Department Specialist 1 (Bilingual)	1.00
Department Specialist 2	3.90
Department Specialist 2 (Bilingual)	0.60
Department Specialist 3	3.00
Developmental Disabilities Assoc 2	34.00
Developmental Disabilities Assoc 2 (Bilingual)	7.00
Developmental Disabilities Specialist 1	3.00
Developmental Disabilities Specialist 2	1.00
Health Program Manager	1.00
Health Program Supervisor	1.00

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<b>Program: Developmental Disabilities</b>	
<b>Position Title</b>	<b>FTE</b>
Management Analyst 1	3.00
Occupational Therapy Specialist	0.40
<b>Program Developmental Disabilities FTE Total:</b>	<b>67.40</b>

- In addition to the above there are 2.00 FTE temporary paid staff.

*FTE Changes*

The reduction in FTE is due to the reduction of 3.0 FTE that was eliminated in the fall of 2017 when funding for the Developmental Disabilities regional services team ended. The program has anticipated an additional two positions to be added in FY 18-19 in response to increasing caseloads and continued growth in demand for services.

**Developmental Disabilities Program Budget Justification**

**RESOURCES**

The funding formula for the Developmental Disabilities (DD) Program was established in FY 17-18 and will continue in FY 18-19. The new formula resulted in significant increases in funding for this program based on the overall growth in population being served in Marion County. There are no significant changes anticipated in FY 18-19.

**REQUIREMENTS**

Program requirements for the DD Program are expected to remain relatively unchanged in FY 18-19. The increase in Administrative Charges reflects a change in the way that the DD Admin team is managed and includes occupancy costs associated with the Center St Health and Human Services building due to the DD Admin team relocating from Lancaster to Center St during FY 17-18. The decrease in Contingency is due to the established funding formula, there is reduced uncertainty or variance in year two of the biennial agreement with the Department of Human Services (DHS).



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**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 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Intergovernmental Federal	0	0	210,320	155,925	-25.9%
Intergovernmental State	0	0	3,968,107	4,083,603	2.9%
Intergovernmental Local	0	0	82,292	77,522	-5.8%
Charges for Services	0	0	168,000	319,701	90.3%
Net Working Capital	0	0	1,452	307,494	21,077.3%
<b>TOTAL RESOURCES</b>	<b>0</b>	<b>0</b>	<b>4,430,171</b>	<b>4,944,245</b>	<b>11.6%</b>
<b>REQUIREMENTS</b>					
Personnel Services	0	0	937,316	1,396,766	49.0%
Materials and Services	0	0	3,168,056	3,186,979	0.6%
Administrative Charges	0	0	224,296	246,389	9.8%
Contingency	0	0	100,503	114,111	13.5%
<b>TOTAL REQUIREMENTS</b>	<b>0</b>	<b>0</b>	<b>4,430,171</b>	<b>4,944,245</b>	<b>11.6%</b>
<b>FTE</b>	0.00	0.00	11.20	15.60	39.3%

**FTE By Position Title By Program**

<b>Program: Residential and Support Svcs</b>	
Position Title	FTE
Adult Abuse Investigator	0.50
Behavioral Health Aide	1.60
Care Coordinator	1.00
Clinical Supervisor 1	1.20
Department Specialist 2	0.40
Department Specialist 3	0.20
Health Program Manager	0.20
Mental Health Assoc	8.50
Peer Support Specialist	1.00
Program Coordinator 1	1.00
<b>Program Residential and Support Svcs FTE Total:</b>	<b>15.60</b>

- In addition to the above there are 1.15 FTE temporary paid staff.

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FTE Changes

The FTE increase in the Residential and Support Services Program for FY 18-19 includes one Mental Health Associate to provide housing services and supports as well as a Program Coordinator 1 to support the Veteran's Court. Due to growth in this program a full time Clinical Supervisor 1 position was added during FY 17-18 but was not included in the FY 17-18 budget estimate.

**Residential and Support Svcs Program Budget Justification**

RESOURCES

The reduction in Intergovernmental Federal reflects a shift in the blend of funds for Detox and residential services. A percentage of the funds have been reclassified between Intergovernmental Federal and Intergovernmental State. 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

The increase in requirements for the Residential and Support Services Program is related to an additional position as well as resources to assist with removing barriers to allow individuals to secure housing. Those barriers may include utility payments and rental application fees. In addition, a Program Coordinator 1 position was transferred from the Intensive Services and Supports Program to assist in the development of supports to the Veteran's Court. The increase in Contingency was required in order to ensure adequate funding is available in case of emergency or unforeseen housing needs or supports for individuals enrolled in services.

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**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 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Intergovernmental Federal	200,317	84,829	5,845	5,845	0.0%
Intergovernmental State	491,853	510,349	549,252	728,442	32.6%
Charges for Services	123,049	144,379	14,000	18,650	33.2%
Other Revenues	0	979	0	0	n.a.
General Fund Transfers	1,485,806	1,684,706	942,556	942,556	0.0%
Net Working Capital	99,077	26,865	197,322	182,514	-7.5%
<b>TOTAL RESOURCES</b>	<b>2,400,101</b>	<b>2,452,107</b>	<b>1,708,975</b>	<b>1,878,007</b>	<b>9.9%</b>
<b>REQUIREMENTS</b>					
Personnel Services	1,746,420	1,758,124	1,227,015	1,195,729	-2.5%
Materials and Services	143,091	179,853	118,890	254,491	114.1%
Administrative Charges	509,062	503,430	263,070	278,792	6.0%
Contingency	0	0	100,000	148,995	49.0%
<b>TOTAL REQUIREMENTS</b>	<b>2,398,574</b>	<b>2,441,408</b>	<b>1,708,975</b>	<b>1,878,007</b>	<b>9.9%</b>
<b>FTE</b>	22.58	22.96	12.26	11.40	-7.0%

**FTE By Position Title By Program**

<b>Program: Communicable Disease Control</b>	
<b>Position Title</b>	<b>FTE</b>
Department Specialist 2 (Bilingual)	0.27
Department Specialist 3	0.15
Department Specialist 3 (Bilingual)	0.55
Departmental Division Director	0.01
Epidemiologist	2.40
Health Educator 3	0.76
Program Coordinator 1	1.00
Public Health Nurse 2	1.90
Public Health Nurse 3	1.00
Public Health Nurse 3 (Bilingual)	0.50
Public Health Nurse Pgm Manager	0.95
Public Health Physician	0.11
Public Health Worker 3 (Bilingual)	1.80
<b>Program Communicable Disease Control FTE Total:</b>	<b>11.40</b>

- In addition to the above there are 0.20 FTE temporary paid staff.

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- The FY 18-19 FTE includes 7.20 General Fund positions as well as 0.20 FTE General Fund temporary positions.

FTE Changes

The reduction in FTE is due to additional transfers of nurse FTE to the Clinical Preventive Services Program to more appropriately align with the services being provided in the Public Health clinic.

**Communicable Disease Control Program Budget Justification**

**RESOURCES**

The increase in Intergovernmental State funding reflects a grant award that Health and Human Services received in early 2018 for Public Health Modernization efforts. The increase in Charges for Services is based on current year billing patterns. There are no other significant changes to resources anticipated in FY 18-19 for this program.

**REQUIREMENTS**

Requirements for the Communicable Disease Control Program are expected to remain relatively unchanged. The increase in Materials and Services reflects pass through funding to Polk County for their share of the Public Health Modernization grant. The proposal was a collaboration between Marion and Polk Counties with Marion County being the fiscal agent for the contract. The increase in Contingency is to allow for adequate reserves in case of a Communicable Disease outbreak. During FY 17-18 Health and Human Services completed a reorganization that included services such as the STI, Immunizations and HIV counseling and testing being realigned within the Clinical Preventive Services Program in FY 18-19. Budget resources, requirements and FTE were adjusted as part of the reorganization during FY 17-18.

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**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 systems 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 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Intergovernmental Federal	200,362	156,325	156,057	156,057	0.0%
Intergovernmental State	448,425	476,125	456,090	651,090	42.8%
Other Revenues	83,340	83,333	83,330	0	-100.0%
General Fund Transfers	113,897	151,157	0	0	n.a.
Net Working Capital	394,766	347,880	332,668	195,679	-41.2%
<b>TOTAL RESOURCES</b>	<b>1,240,791</b>	<b>1,214,820</b>	<b>1,028,145</b>	<b>1,002,826</b>	<b>-2.5%</b>
<b>REQUIREMENTS</b>					
Personnel Services	598,142	585,725	596,993	633,128	6.1%
Materials and Services	324,693	449,883	50,071	65,595	31.0%
Administrative Charges	133,980	128,020	86,170	114,738	33.2%
Contingency	0	0	294,911	189,365	-35.8%
<b>TOTAL REQUIREMENTS</b>	<b>1,056,816</b>	<b>1,163,627</b>	<b>1,028,145</b>	<b>1,002,826</b>	<b>-2.5%</b>
<b>FTE</b>	10.02	8.40	6.60	6.55	-0.8%

**FTE By Position Title By Program**

<b>Program: Prevention and Hlth Promotion</b>	
Position Title	FTE
Department Specialist 3	0.15
Health Educator 2	1.60
Health Educator 2 (Bilingual)	1.00
Health Educator 3	2.80
Public Health Pgm Supervisor	1.00
<b>Program Prevention and Hlth Promotion FTE Total:</b>	<b>6.55</b>

*FTE Changes*

There are no significant FTE changes in this program.

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**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 18-19. The increase in Intergovernmental State reflects additional tax revenue received to enhance alcohol and drug prevention efforts. This has resulted in a decreased need for Net Working Capital to meet operational needs of the program. The decrease in Other Revenues reflects grant funding for the Community Health Improvement Plan (CHIP) that ended in FY 17-18.

REQUIREMENTS

Requirements for the Prevention and Health Promotion Program are expected to remain relatively unchanged in FY 18-19. The reduction in Contingency is due to the reorganization that transferred the Woodburn office to the Health Administrative Services Program. Contingency is no longer needed for potential budget shortfalls associated with the operation of the Woodburn office.

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**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 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Intergovernmental Federal	140,593	143,827	146,602	144,963	-1.1%
Charges for Services	523	0	0	0	n.a.
General Fund Transfers	0	16,022	48,000	48,000	0.0%
Net Working Capital	16,411	7,732	94,499	190,052	101.1%
<b>TOTAL RESOURCES</b>	<b>157,528</b>	<b>167,581</b>	<b>289,101</b>	<b>383,015</b>	<b>32.5%</b>
<b>REQUIREMENTS</b>					
Personnel Services	121,421	137,482	216,001	307,588	42.4%
Materials and Services	17,122	11,444	33,722	16,667	-50.6%
Administrative Charges	18,984	18,655	32,036	58,760	83.4%
Capital Outlay	0	0	6,700	0	-100.0%
Contingency	0	0	642	0	-100.0%
<b>TOTAL REQUIREMENTS</b>	<b>157,528</b>	<b>167,581</b>	<b>289,101</b>	<b>383,015</b>	<b>32.5%</b>
<b>FTE</b>	1.30	1.18	2.16	3.28	51.9%

**FTE By Position Title By Program**

<b>Program: Emergency Preparedness</b>	
Position Title	FTE
Departmental Division Director	0.03
Health Educator 2	3.00
Public Health Nurse Pgm Manager	0.20
Public Health Pgm Supervisor	0.05
<b>Program Emergency Preparedness FTE Total:</b>	<b>3.28</b>

- In addition to the above there are 0.50 FTE temporary paid staff.
- The FY 18-19 FTE includes a 0.50 FTE General Fund temporary position.

FTE Changes

FTE for this program has increased due to an additional Health Educator 2 position that will assist Health and Human Services to support effective public health preparedness and response capacity.

**Emergency Preparedness Program Budget Justification**

**RESOURCES**

The Emergency Preparedness Program includes an increase to Net Working Capital is to cover the gap between rising flat resources and increasing operational costs.

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REQUIREMENTS

The Emergency Preparedness Program has added an additional FTE to support public health preparedness and response capacity in the community. This has resulted in an increase in Personnel Services. Other minor FTE increases have resulted in an increase in Administrative Charges allocated to this program. The reduction in Materials and Services is due to the fact that more of the funding is being used to cover staffing needs and less on equipment and supplies that have been purchased in prior years.



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**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 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Intergovernmental Federal	65,293	95,021	88,338	118,882	34.6%
Intergovernmental State	53,588	25,360	9,512	0	-100.0%
Charges for Services	1,073,206	1,112,669	727,000	768,652	5.7%
Other Revenues	191	(182)	150	0	-100.0%
General Fund Transfers	50,549	41,732	54,139	54,139	0.0%
Net Working Capital	18,588	28,352	133,138	71,178	-46.5%
<b>TOTAL RESOURCES</b>	<b>1,261,416</b>	<b>1,302,953</b>	<b>1,012,277</b>	<b>1,012,851</b>	<b>0.1%</b>
<b>REQUIREMENTS</b>					
Personnel Services	927,003	947,554	768,097	768,250	0.0%
Materials and Services	72,680	101,848	75,845	64,984	-14.3%
Administrative Charges	185,867	187,286	148,335	159,617	7.6%
Contingency	0	0	20,000	20,000	0.0%
<b>TOTAL REQUIREMENTS</b>	<b>1,185,549</b>	<b>1,236,687</b>	<b>1,012,277</b>	<b>1,012,851</b>	<b>0.1%</b>
<b>FTE</b>	9.97	10.05	7.29	7.45	2.2%

**FTE By Position Title By Program**

<b>Program: Environmental Health Svcs</b>	
<b>Position Title</b>	<b>FTE</b>
Department Specialist 2 (Bilingual)	1.20
Environmental Health Specialist 2	3.00
Environmental Health Specialist 2 (Bilingual)	1.00
Environmental Health Specialist 3	2.00
Public Health Pgm Supervisor	0.25
<b>Program Environmental Health Svcs FTE Total:</b>	<b>7.45</b>

- In addition to the above there are two interns.
- The FY 18-19 FTE includes a 0.50 General Fund position.

FTE Changes

There are no significant FTE changes in this program.

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**Environmental Health Svcs Program Budget Justification**

RESOURCES

There is a shift of resources between Intergovernmental Federal and Intergovernmental State. The State of Oregon provided a blend of both federal and state funding to assist the department in complying with the Safe Drinking Water Act. The funding mix in FY 18-19 is expected to be exclusively federal. Charges for Services estimates have been increased based on a fee increase for restaurant, pool and spa inspections. The reduction in Net Working Capital is due to the increase in fee for service revenues anticipated in the Environmental Health Services Program for FY 18-19.

REQUIREMENTS

There are no significant changes to requirements for the Environmental Health Services Program anticipated in FY 18-19. The reduction in Materials and Services is related to the utility expense for the Center St Health and Services Building. The renovation of the building completed in 2017, included energy efficient windows and other improvements which have led to reduced utilities expenditures forecast for FY 18-19.

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**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 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Intergovernmental Federal	579,603	485,013	1,208,472	1,238,298	2.5%
Intergovernmental State	50,504	68,621	72,168	72,423	0.4%
Intergovernmental Local	62,400	62,400	62,400	0	-100.0%
Charges for Services	824,923	813,737	737,373	695,100	-5.7%
Other Revenues	14,663	47,223	25,000	0	-100.0%
General Fund Transfers	542,753	579,783	301,675	352,640	16.9%
Net Working Capital	125,633	241,836	986,532	1,044,809	5.9%
<b>TOTAL RESOURCES</b>	<b>2,200,478</b>	<b>2,298,613</b>	<b>3,393,620</b>	<b>3,403,270</b>	<b>0.3%</b>
<b>REQUIREMENTS</b>					
Personnel Services	1,164,323	1,215,200	2,231,760	2,296,290	2.9%
Materials and Services	446,071	451,678	425,462	348,373	-18.1%
Administrative Charges	339,334	338,280	487,615	529,288	8.5%
Contingency	0	0	248,783	229,319	-7.8%
<b>TOTAL REQUIREMENTS</b>	<b>1,949,727</b>	<b>2,005,158</b>	<b>3,393,620</b>	<b>3,403,270</b>	<b>0.3%</b>
<b>FTE</b>	16.45	16.66	25.43	24.21	-4.8%

**FTE By Position Title By Program**

<b>Program: Maternal Child Health Svcs</b>	
<b>Position Title</b>	<b>FTE</b>
Breast Feeding Peer Counselor	0.80
Breast Feeding Peer Counselor (Bilingual)	0.40
Department Specialist 3	0.20
Department Specialist 3 (Bilingual)	1.00
Epidemiologist	0.20
Health Educator 2	1.00
Health Educator 3	0.06
Nutrition Educator	2.00
Nutrition Educator (Bilingual)	1.00
Nutrition Specialist	0.80
Nutrition Specialist (Bilingual)	7.20

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<b>Program: Maternal Child Health Svcs</b>	
<b>Position Title</b>	<b>FTE</b>
Nutritionist	1.60
Public Health Nurse 2	3.00
Public Health Nurse 2 (Bilingual)	1.00
Public Health Nurse 3	1.00
Public Health Nurse Pgm Manager	0.95
Public Health Worker 3 (Bilingual)	2.00
<b>Program Maternal Child Health Svcs FTE Total:</b>	<b>24.21</b>

- In addition to the above there are 1.20 FTE temporary paid staff and three interns and volunteers.
- The FY 18-19 FTE includes 3.54 General Fund positions.

FTE Changes

The decrease in FTE from FY 17-18 to FY 18-19 is due to the reorganization that transferred positions associated with the WIC Program to the Maternal Child Health Services Program. The WIC Program eliminated a Clinical Supervisor position during FY 17-18 and has reassigned the program under the Maternal Child Health Services Program Manager. Other small FTE reductions are due to the realignment of shared support staff FTE across multiple Public Health programs.

**Maternal Child Health Svcs Program Budget Justification**

**RESOURCES**

Resources for the Maternal Child Health Services Program are expected to be relatively unchanged in FY 18-19. The loss of funding in Intergovernmental Local and Other Revenues reflect grants for A&D Moms and safe sleep for newborns respectively that will end in FY 17-18.

**REQUIREMENTS**

Requirements for the Maternal Child Health Services Program are expected to remain relatively unchanged. The reduction in Materials and Services reflects an anticipated decline in match payment for targeted case management services in addition to the utility expense for the Center St Health and Services Building. The renovation of the building completed in 2017, included energy efficient windows and other improvements which have led to reduced utilities expenditures forecast for FY 18-19.

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**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 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Intergovernmental Federal	0	0	255,272	286,854	12.4%
Intergovernmental State	0	0	313,786	359,590	14.6%
Charges for Services	0	0	231,176	203,025	-12.2%
Other Revenues	0	0	17,500	16,000	-8.6%
General Fund Transfers	0	0	902,744	883,629	-2.1%
Net Working Capital	0	0	381,099	365,889	-4.0%
<b>TOTAL RESOURCES</b>	<b>0</b>	<b>0</b>	<b>2,101,577</b>	<b>2,114,987</b>	<b>0.6%</b>
<b>REQUIREMENTS</b>					
Personnel Services	0	0	1,454,734	1,396,267	-4.0%
Materials and Services	0	0	256,239	245,232	-4.3%
Administrative Charges	0	0	306,759	377,722	23.1%
Transfers Out	0	0	80,000	0	-100.0%
Contingency	0	0	3,845	95,766	2,390.7%
<b>TOTAL REQUIREMENTS</b>	<b>0</b>	<b>0</b>	<b>2,101,577</b>	<b>2,114,987</b>	<b>0.6%</b>
<b>FTE</b>	0.00	0.00	15.98	16.08	0.6%

**FTE By Position Title By Program**

<b>Program: Clinical Preventive Svcs</b>	
<b>Position Title</b>	<b>FTE</b>
Department Specialist 2	0.90
Department Specialist 2 (Bilingual)	2.73
Department Specialist 3	1.40
Department Specialist 3 (Bilingual)	1.45
Epidemiologist	0.25
Health Educator 3	1.15
Nurse Practitioner (Bilingual)	0.60
Program Coordinator 1	1.00
Public Health Nurse 2	2.00
Public Health Nurse 3 (Bilingual)	0.50
Public Health Nurse Pgm Manager	0.90

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<b>Program: Clinical Preventive Svcs</b>	
<b>Position Title</b>	<b>FTE</b>
Public Health Worker 1 (Bilingual)	2.00
Public Health Worker 3 (Bilingual)	1.20
<b>Program Clinical Preventive Svcs FTE Total:</b>	<b>16.08</b>

- In addition to the above there are 0.10 FTE temporary paid staff and one intern.
- The FY 18-19 FTE includes 7.36 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 have increased Intergovernmental Federal and Intergovernmental State resources due to an HIV grant that was received in early 2018. The funding will be available for the full year in FY 18-19 and assist in the development of an HIV community outreach and case investigation program. The reduction in Charges for Services is due to current year billing patterns. No other significant changes are anticipated for this program in FY 18-19.

**REQUIREMENTS**

Requirements for the Clinical Preventive Services Program are expected to remain relatively unchanged in FY 18-19. The reduction in Transfers Out reflects a transfer to the County Fleet Program to purchase a mobile clinic van in FY 17-18 as part of an HIV grant for community outreach services.

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**Vital Records Program**

- Issues birth and death certificates.

**Program Summary**

Health and Human Services	Program: Vital Records				
	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Charges for Services	0	0	340,000	370,000	8.8%
<b>TOTAL RESOURCES</b>	<b>0</b>	<b>0</b>	<b>340,000</b>	<b>370,000</b>	<b>8.8%</b>
<b>REQUIREMENTS</b>					
Personnel Services	0	0	255,629	259,344	1.5%
Materials and Services	0	0	19,240	14,235	-26.0%
Administrative Charges	0	0	50,971	57,876	13.5%
Contingency	0	0	14,160	38,545	172.2%
<b>TOTAL REQUIREMENTS</b>	<b>0</b>	<b>0</b>	<b>340,000</b>	<b>370,000</b>	<b>8.8%</b>
<b>FTE</b>	0.00	0.00	2.64	2.65	0.4%

**FTE By Position Title By Program**

<b>Program: Vital Records</b>	
Position Title	FTE
Department Specialist 2 (Bilingual)	1.47
Department Specialist 3	0.10
Epidemiologist	0.15
Health Educator 3	0.23
Public Health Pgm Supervisor	0.70
<b>Program Vital Records FTE Total:</b>	<b>2.65</b>

FTE Changes

There are no significant FTE changes in this program.

**Vital Records Program Budget Justification**

**RESOURCES**

The Vital Records Program was established as part of the Health and Human Services reorganization. It had previously been located within the Environmental Health Program. The increase in Charges for Services is based on FY 17-18 activity.

**REQUIREMENTS**

Program requirements are expected to be relatively unchanged. The decrease in Materials and Services is based on actual FY 17-18 spending patterns as well as declining utilities expense for the Center St Health and Services Building. The renovation of the building completed in 2017, included energy efficient windows and other improvements which have led to reduced utilities expenditures forecast for FY 18-19. The increase in Contingency is based on the additional revenue anticipated in FY 18-19.

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**HE Administrative Services Program**

- Provides leadership, strategic direction, planning, and policy development for the department.
- Conducts departmentwide 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 departmentwide data analytics program.

**Program Summary**

Health and Human Services

Program: HE Administrative Services

	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Intergovernmental Federal	0	0	68,000	0	-100.0%
Intergovernmental State	256,980	35,321	734,763	754,763	2.7%
Intergovernmental Local	0	0	(600,000)	0	-100.0%
Charges for Services	555,392	393,612	416,588	393,489	-5.5%
Admin Cost Recovery	(79,525)	(55,801)	(94,500)	(70,000)	-25.9%
Interest	155,433	190,082	185,000	205,050	10.8%
Other Revenues	181	0	0	0	n.a.
General Fund Transfers	523,477	415,486	493,887	462,037	-6.4%
Net Working Capital	22,076,369	18,616,197	13,905,132	13,242,571	-4.8%
<b>TOTAL RESOURCES</b>	<b>23,488,308</b>	<b>19,594,896</b>	<b>15,108,870</b>	<b>14,987,910</b>	<b>-0.8%</b>
<b>REQUIREMENTS</b>					
Personnel Services	3,479,831	3,339,864	4,195,744	4,624,678	10.2%
Materials and Services	1,849,651	1,337,024	1,524,084	1,155,333	-24.2%
Administrative Charges	(1,906,780)	(2,182,623)	(2,147,934)	(2,635,170)	22.7%
Capital Outlay	30,131	306,541	420,925	698,204	65.9%
Transfers Out	2,579,116	368,262	403,981	3,723,134	821.6%
Contingency	0	0	1,760,017	1,450,000	-17.6%
Ending Fund Balance	0	0	8,952,053	5,971,731	-33.3%
<b>TOTAL REQUIREMENTS</b>	<b>6,031,949</b>	<b>3,169,068</b>	<b>15,108,870</b>	<b>14,987,910</b>	<b>-0.8%</b>



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<b>FTE</b>	33.07	33.99	42.85	45.05	5.1%
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**FTE By Position Title By Program**

<b>Program: HE Administrative Services</b>	
<b>Position Title</b>	<b>FTE</b>
Accounting Specialist	2.00
Administrative Assistant	2.00
Administrative Services Manager	1.00
Administrative Services Manager Sr	1.00
Budget Analyst 2	1.00
Contracts Specialist Sr	2.00
Department Specialist 2	2.10
Department Specialist 2 (Bilingual)	5.00
Department Specialist 2 (Floater)	1.00
Department Specialist 3	1.00
Department Specialist 3 (Bilingual)	1.00
Department Specialist 4	1.00
Departmental Division Director	3.96
Health Administrator	1.00
Management Analyst 1	5.00
Management Analyst 2	1.00
Medical Billing Specialist	3.00
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	0.50
Public Health Physician	0.49
Quality Improvement Facilitator	1.00
<b>Program HE Administrative Services FTE Total:</b>	<b>45.05</b>

- In addition to the above there are 1.40 FTE temporary paid staff.
- FY 18-19 FTE includes 2.80 General Fund positions.

**FTE Changes**

The increase in FTE includes three new positions. During FY 17-18 the program created a Health and Human Services Communications Coordinator to provide structure and support to the Departments efforts around internal and external communication as well as a Data Analytics and Compliance Coordinator. In FY 18-19 the Health Administrative Services Program will be adding a new position to serve as a project manager dedicated to the Departments integration efforts between behavioral health and primary care.

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**HE Administrative Services Program Budget Justification**

RESOURCES

The decrease in Intergovernmental Federal reflects meaningful use incentive payments that were budgeted in FY 17-18. These have not been received due to delays in implementing the necessary functionality in our electronic health record. Intergovernmental Local had previously reflected the funding gap between the Medicaid outpatient capitation received from the Mid-Valley Behavioral Care Network (MVBCN) and the volume of billable services provided by Health and Human Services programs. Based on the estimated capitation for FY 18-19 the expectation is that there will no longer be a funding gap for the Medicaid outpatient services provided by Health and Human Services programs. The decrease 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.

REQUIREMENTS

Personal Services for the Health Administrative Services Program are increasing due to additional FTE. The reduction in Materials and Services requirements were due to one-time expenditures associated with the Silverton Road project to relocate addiction treatment services from two Davcor buildings into a consolidated location. Materials and Services also included consulting services for the development of a Health and Human Services strategic plan during FY 17-18. The increase in Capital Outlay reflects anticipated project costs for the relocation of adult mental health services to Silverton Road. This will allow for the Silverton Road location to be a one stop clinic for adult services with an emphasis on those with co-occurring disorders involving both addiction and mental health needs. The increase in Transfers Out reflects a transfer to the Capital Improvement Projects Fund for the purchase and implementation of a new electronic health record. The result of the increases in requirements for FY 18-19 is that less funding has been set aside in Contingency and Ending Fund Balance.

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**KEY DEPARTMENT ACCOMPLISHMENTS**

- During 2018 Health and Human Services relocated approximately 30 staff from two buildings on Davcor Court in Salem to the new location at 2045 Silverton Road in Salem with no disruption in services. The Health and Human Services project team worked with County IT and County Facilities to design a space that includes enough clinician offices to accommodate the program's growth, a larger records room and an expanded methadone dispensary. The close collaboration between the multiple county departments enabled this project to be a success and to greatly improve the ability of the Addiction Treatment Services Program to meet the needs of individuals enrolled in the program.
- Under the guidance of the Center for Sharing Public Health Services in Kansas City, MO, Marion and Polk Counties began a conversation about opportunities for sharing resources. A cross jurisdictional sharing (CJS) committee comprised of Marion County members Commissioner Kevin Cameron, Health and Human Services Administrator Cary Moller, and Public Health Division Director Pam Hutchinson, Polk County members Commissioner Craig Pope, Noelle Carroll, Health Services Director, and Katrina Rothenberger, Local Public Health Administrator selected communicable disease services as a priority. This work led to a joint application to the Oregon Health Authority to fund 2018 efforts to align policies, procedures and staff training to enable cross-county surge capacity during emergencies and other situations. The CJS committee continues to meet to oversee the project and explore other opportunities for sharing.
- To protect the public, Alcohol and Drug Prevention staff worked with Silverton Police Department on installation of a permanent drug disposal box at the police station. The box will allow local residents to safely and securely dispose of unused prescription medication including controlled substances. This box was the last one purchased and placed by the Prevention and Health Promotion Program and now all local and county law enforcement departments have a disposal box in place for safe medication drop-off.
- In 2017, the Environmental Health (EH) Program received the Oregon Domestic Well Safety Program grant from the Oregon Health Authority. This grant allowed EH to increase domestic well monitoring by sponsoring the testing of 81 wells throughout Marion County for both arsenic and nitrate. The test results confirm certain areas in the county are at higher risk for groundwater contaminated with arsenic or nitrate. The areas implicated by this study include: Lyons, Hubbard, Woodburn, Brooks, Gervais, NE Salem and South Salem. The grant also gave the program the opportunity to provide outreach by hosting a community forum. The forum addressed domestic well stewardship through testing and hazard mitigation and provided an overview of the local risk for contaminants. Other outcomes of the grant include developing a library of domestic well public service announcements (PSAs), translating existing OHA nitrate and arsenic factsheets into Spanish, and the creation of a dedicated Marion County domestic well safety webpage.
- The Developmental Disabilities Services Program has focused on modernizing administrative systems and streamlining work processes through the application of LEAN assessments with the goal of reducing administrative redundancies, increasing workforce efficiencies, and reducing workforce turnover. For example, the program converted over 2700 paper client records to an electronic format in Laserfiche. The program has achieved other significant areas of quality improvement by implementing electronic signatures; developing a shared electronic folder filing system; eliminated unnecessary steps impacting workloads and processes, and is developing a comprehensive quality assurance and quality improvement plan that will help focus the program on its purpose, track performance, and identify continued opportunities for improvement.
- Housing stability is a key component of the social determinants of health. To these efforts, the Intensive Services and Supports Program have expanded supportive housing offerings over the last year and has added three homes and a nine unit apartment complex to our array. This has allowed the program to provide supportive housing to 73 individuals with a serious mental health condition. The variety in location and design has enabled the program to organize a spectrum of

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housing to meet individual's needs. The housing options range from sites that provide high intensity services which include onsite peer support and rehabilitative services for activities of daily living to low intensity sites in which individuals are able to be mostly independent, with minor supports like rent subsidy.

- Child and adult intensive care coordination services were added this year to meet a community and systems service need to support individuals and families that have limited interest in engaging in traditional outpatient services or who are system weary and need supports that emphasize engagement. The programs are aimed at serving individuals that are not well connected to services and that are utilizing emergency room services and struggling across multiple domains. Individuals served may also have needs that include medical or another co-occurring condition that could be better met with more condition specific service attention. Intensive care coordination services are family and youth and individual driven, strengths based, culturally and linguistically responsive, and are provided within a system of care framework. Intensive care coordination will include assistance with navigating service systems, linkage to appropriate services and supports, linkage to community resources to help with youth engagement, access and discharge support from higher level of psychiatric care, and support from peer delivered services.
- During FY 17-18 Health and Human Services worked with County Human Resources to create the first Quality Improvement Facilitator position within Marion County. Health and Human Services has hired the first trained LEAN facilitator to coordinate quality improvement efforts throughout the Department. The position has been working with programs from throughout the organization to map processes and utilize quality improvement techniques to foster significant changes to work flow and improve overall efficiencies while working towards a culture of continual process improvement.
- In August of 2018 the Health and Human Services made a significant change in the way crisis services were provided for children, youth and families. All crisis services have been provided at the Psychiatric Crisis Center (PCC) for over twenty years. Recognizing the challenges of providing crisis services to families at PCC, the decision was made to move youth and family services to our Lancaster Offices with Children's Behavioral Health. With support from the BCN and DHS this new crisis program opened on August 22nd. Our crisis model includes wrap around support from Youth Era and Oregon Family Support Network. We are open seven days a week from 7:30 am to 10:00 pm and have blended into the crisis team our school crisis response team that was also housed at PCC. In the first six months offering crisis services for families we received 715 calls, provided 168 screenings, made available wraparound supports following an evaluation to 49 youth/families and provided 30 screenings in the schools.
- In collaboration with the Sheriff's Office and the Salem Police Department the Health and Human Services Department has been offering mobile crisis services since 2014. With yet more funding from the Oregon Health Authority we were very pleased to add a third mobile team with the Woodburn Police Department this year. One of the goals of mobile crisis teams, pairing a mental health professional with a deputy or police officer, is to divert individuals from unnecessary incarceration. The data clearly shows that few contacts from the mobile teams result in an arrest; less than 5% last year. In most instances an arrest occurs as the result of an outstanding warrant. The mobile teams have successfully provided resolution at the scene, transported individuals to PCC or when necessary to Salem Hospital. Our law enforcement partners have been overwhelmingly positive about the benefits of mobile crisis teams. Our goal for this year is to broaden our available hours and coverage area with a fourth team.

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**KEY INDICATORS**

**# 1: Prevention of Communicable Disease**

**Definition and Purpose**

Several communicable diseases are vaccine preventable. Vaccines are safe, effective and covered by many insurance plans. Vaccines for Children, a federally funded program, makes vaccines available free or at low cost to children who are 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. The school exclusion cycle provides a structure for regular reassessment of each child’s immunization status. Marion County Health and Human Services provides access to childhood immunizations for families without other resources. This will help achieve the goal related to the county strategic priority for Health and Community Services, 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.

**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.

<b>FY 14-15 Actual</b>	<b>FY 15-16 Actual</b>	<b>FY 16-17 Estimate</b>	<b>FY 17-18 Estimate</b>	<b>FY 18-19 Estimate</b>
2,575	3,522	2,715	2,500	2,400

**Data Units Calendar Year**

Vaccines Available to the Public: Vaccines are offered at Health and Human Services offices in Salem, Silverton, Stayton, and Woodburn.

<b>CY 2015 Actual</b>	<b>CY 2016 Actual</b>	<b>CY 2017 Actual</b>	<b>CY 2018 Estimate</b>	<b>CY 2019 Estimate</b>
5,741	5,626	4,683	4,700	4,600

**Explanation of Trends and Changes**

Health and Human Services continues to see a trend of fewer immunization exclusion letters going out each year. Of particular note is that the number of students excluded from school for immunization noncompliance in FY17-18 was less than half from the previous 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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**# 2: Prevention of Foodborne and Waterborne Illness**

**Definition and Purpose**

Food or water that is contaminated by pathogenic organisms may present a health hazard. Regular and systematic inspection of restaurants, pools and spas helps to ensure that the operators of these establishments follow the standards mandated by statute.

**Significance**

Contamination at restaurants, pools and spas may impact large numbers of people. This will help achieve the goal related to the county strategic priority for Health and Community Services, 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.

**Data Units Calendar Year**

Restaurant Inspections: Restaurants are inspected twice annually.

CY 2015 Actual	CY 2016 Actual	CY 2017 Actual	CY 2018 Estimate	CY 2019 Estimate
1,959	2,019	2,161	2,100	2,100

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 2015 Actual	CY 2016 Actual	CY 2017 Actual	CY 2018 Estimate	CY 2019 Estimate
1 / 0 / 3	0 / 0 / 1	0 / 0 / 4	1 / 1 / 1	1 / 1 / 1

Pool and Spa Inspections / Closed by Health and Human Services: Year round facilities are inspected twice yearly; seasonal facilities are inspected annually.

CY 2015 Actual	CY 2016 Actual	CY 2017 Actual	CY 2018 Estimate	CY 2019 Estimate
318 / 42	311 / 32	369 / 35	350 / 35	345 / 32

**Explanation of Trends and Changes**

This past year (2017) has seen a continued increase in restaurant inspections. Due to an improving economy, we have an increased in the number of licensed restaurants. We also had an increased restaurant re-inspection rate in 2016. One hundred per cent of inspections were completed in 2015, 2016 and 2017. The number of pool and spa inspections increased in 2017. This is due to better compliance on routine inspections reducing the re-inspection rate. The pool and spa closure rate is also trending lower, the most common reason for closure of pools and spas by Health and Human Services is inadequate chlorine and 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 Estimate	CY 2019 Estimate
.	524	620	850	935

Mobile Crisis Contacts Resulting in Arrest

.	CY 2016 Actual	CY 2017 Actual	CY 2018 Estimate	CY 2019 Estimate
.	18 (3.4%)	22 (3.5%)	30 (3.5%)	32 (3.4%)

**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 18-19 and the trends of overall mobile crisis contacts will continue to rise.

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**Resources by Fund Detail**

<b>190 - Health and Human Services</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Intergovernmental Federal</b>				
331221 OHSU CaCoon Contract	137,067	119,933	70,675	64,250
331231 Oregon DHS Water Contract	65,293	93,521	80,838	118,882
331232 DHS Public Health Contract	2,157,655	1,817,865	1,709,073	1,767,767
331233 DHS Mental Health Contract	1,477,407	1,613,889	1,156,940	1,072,865
331990 Other Federal Revenues	291,786	282,061	571,000	20,000
<b>Intergovernmental Federal Total</b>	<b>4,129,207</b>	<b>3,927,268</b>	<b>3,588,526</b>	<b>3,043,764</b>
<b>Intergovernmental State</b>				
332012 OLCC Alcohol and Drug	317,751	277,517	310,000	288,880
332060 Oregon DHS Health Contract	762,628	847,218	836,818	1,173,009
332061 Oregon DHS Mental Health	15,963,601	17,779,179	21,205,538	22,046,370
332990 Other State Revenues	175,815	206,908	515,108	520,917
<b>Intergovernmental State Total</b>	<b>17,219,796</b>	<b>19,110,822</b>	<b>22,867,464</b>	<b>24,029,176</b>
<b>Intergovernmental Local</b>				
335500 MV Behavioral Care Network	9,925,735	14,832,243	13,651,580	14,820,727
335510 MVBCN Other	1,333,335	218,977	130,152	130,652
335520 MVBCN Contracts	6,014,775	1,063,876	482,963	0
335530 MVBCN MPCHP	659,925	62,400	62,400	0
<b>Intergovernmental Local Total</b>	<b>17,933,770</b>	<b>16,177,496</b>	<b>14,327,095</b>	<b>14,951,379</b>
<b>Charges for Services</b>				
341170 Witness Fees	103	46	0	0
341230 Client Fees	198,836	224,614	225,900	305,250
341232 Insurance Fees	187,424	155,805	156,188	203,600
341240 Food Service Fees	37,485	35,098	35,000	36,000
341330 Health Inspection Fees	739,854	776,127	760,000	800,000
341350 Birth and Death Certificates	336,598	368,531	340,000	370,000
341370 Medicaid Fees	3,911,617	4,456,923	4,611,661	5,126,252
341430 Copy Machine Fees	18	94	0	20
341750 Medicare Fees	280,518	198,786	269,050	232,400
341999 Other Fees	30,403	18,918	30,000	20,000
342200 Property Leases	219,751	242,139	229,365	236,246
342910 Public Records Request Charges	0	0	0	4,725
344999 Other Reimbursements	116,997	(47,900)	(67,000)	(62,148)
345400 Document Fees	3,303	3,994	3,375	0
347401 Health Svcs to County Depts	250,822	280,768	250,130	268,130
347402 Health Svcs to Other Agencies	128,485	208,390	300,933	209,379
347403 Mental Health Services	199,803	218,685	202,144	291,008
347405 Medicaid Admin Services	172,974	144,249	180,000	150,000
347406 Drug Treatment Services	1,950	2,135	2,000	2,000
347999 Svcs to Other Agencies Closed	(24,246)	0	0	0
<b>Charges for Services Total</b>	<b>6,792,694</b>	<b>7,287,402</b>	<b>7,528,746</b>	<b>8,192,862</b>
<b>Interest</b>				
361000 Investment Earnings	155,433	190,082	185,000	205,050
<b>Interest Total</b>	<b>155,433</b>	<b>190,082</b>	<b>185,000</b>	<b>205,050</b>



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<b>190 - Health and Human Services</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Other Revenues</b>				
371000 Miscellaneous Income	81	4,395	0	0
371100 Recoveries from Collections	181	0	150	0
372000 Over and Short	10	8	0	0
373100 Special Program Donations	15,982	18,660	21,200	20,000
373500 Private Foundation Grants	83,340	110,833	108,330	0
<b>Other Revenues Total</b>	<b>99,595</b>	<b>133,896</b>	<b>129,680</b>	<b>20,000</b>
<b>General Fund Transfers</b>				
381100 Transfer from General Fund	3,498,968	3,730,390	3,730,390	3,795,298
<b>General Fund Transfers Total</b>	<b>3,498,968</b>	<b>3,730,390</b>	<b>3,730,390</b>	<b>3,795,298</b>
<b>Net Working Capital</b>				
391000 Net Working Capital Restricted	18,144,480	16,994,839	16,125,084	15,663,232
392000 Net Working Capital Unrestr	6,254,272	5,791,043	6,222,870	6,044,635
<b>Net Working Capital Total</b>	<b>24,398,753</b>	<b>22,785,882</b>	<b>22,347,954</b>	<b>21,707,867</b>
<b>Health and Human Services Total</b>	<b>74,228,216</b>	<b>73,343,239</b>	<b>74,704,855</b>	<b>75,945,396</b>
<b>Health and Human Services Grand Total</b>	<b>74,228,216</b>	<b>73,343,239</b>	<b>74,704,855</b>	<b>75,945,396</b>

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**Requirements by Fund Detail**

<b>190 - Health and Human Services</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Personnel Services</b>				
<b>Salaries and Wages</b>				
511020 Salaries and Wages Budget Only	0	0	26,069	0
511110 Regular Wages	16,373,974	17,016,480	23,806,904	24,790,884
511120 Temporary Wages	901,883	788,833	888,369	697,263
511130 Vacation Pay	1,012,001	1,069,762	0	0
511140 Sick Pay	775,219	844,243	0	0
511150 Holiday Pay	793,746	892,144	0	0
511160 Comp Time Pay	106,788	113,155	0	0
511170 Standby Pay	1,274	12	0	0
511180 Differential Pay	23,511	21,906	0	0
511210 Compensation Credits	316,421	294,145	270,318	250,942
511220 Payer Pay	32,156	33,715	45,709	41,450
511240 Leave Payoff	98,798	89,884	0	0
511280 Cell Phone Pay	613	31	0	0
511290 Health Insurance Waiver Pay	34,325	35,798	40,800	60,000
511410 Straight Pay	50,521	65,316	47,700	36,925
511420 Premium Pay	177,103	204,376	196,500	105,200
511450 Premium Pay Temps	20,860	22,486	20,750	20,000
<b>Salaries and Wages Total</b>	<b>20,719,192</b>	<b>21,492,284</b>	<b>25,343,119</b>	<b>26,002,664</b>
<b>Fringe Benefits</b>				
512010 Fringe Benefits Budget Only	0	0	96,953	0
512110 PERS	2,659,075	2,729,856	4,654,786	4,844,643
512120 401K	87,624	90,399	104,882	108,406
512130 PERS Debt Service	1,445,688	1,446,794	1,205,918	1,506,148
512200 FICA	1,568,647	1,620,258	1,904,545	1,964,447
512310 Medical Insurance	5,218,685	5,529,652	6,497,628	6,796,744
512320 Dental Insurance	508,640	541,181	642,131	664,678
512330 Group Term Life Insurance	34,759	36,430	44,707	46,345
512340 Long Term Disability Insurance	87,939	75,069	100,235	103,895
512400 Unemployment Insurance	82,924	79,363	89,258	92,903
512520 Workers Comp Insurance	11,717	11,011	14,319	14,328
512600 Wellness Program	14,775	15,261	18,027	18,425
512610 Employee Assistance Program	10,611	11,147	12,186	12,436
512700 County HSA Contributions	27,692	26,637	0	0
<b>Fringe Benefits Total</b>	<b>11,758,776</b>	<b>12,213,058</b>	<b>15,385,575</b>	<b>16,173,398</b>
<b>Personnel Services Total</b>	<b>32,477,968</b>	<b>33,705,342</b>	<b>40,728,694</b>	<b>42,176,062</b>
<b>Materials and Services</b>				
<b>Supplies</b>				
521010 Office Supplies	148,854	160,419	148,879	157,050
521030 Field Supplies	20	250	100	0
521040 Institutional Supplies	0	214	0	0
521050 Janitorial Supplies	3,017	7,135	6,150	6,225
521070 Departmental Supplies	71,156	104,528	79,586	83,175

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<b>190 - Health and Human Services</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Materials and Services</b>				
521080 Food Supplies	51,570	47,000	47,065	51,925
521090 Uniforms and Clothing	0	1,903	0	2,000
521100 Medical Supplies	17,314	15,805	22,130	30,100
521110 First Aid Supplies	53	4,552	2,100	2,100
521120 Drugs	49,257	107,158	103,990	155,796
521130 Contraceptives	108,367	103,291	110,000	65,000
521140 Vaccines	34,439	40,896	38,700	27,200
521170 Educational Supplies	24,360	9,422	15,775	6,725
521190 Publications	11,238	11,830	11,575	11,250
521210 Gasoline	21,203	23,662	24,325	25,775
521230 Propane	0	5	0	0
521240 Automotive Supplies	8	0	0	0
521300 Safety Clothing	37	0	0	0
521310 Safety Equipment	36	70	0	0
<b>Supplies Total</b>	<b>540,931</b>	<b>638,139</b>	<b>610,375</b>	<b>624,321</b>
<b>Materials</b>				
522060 Sign Materials	0	81	0	0
522090 Chemical Sprays	0	0	10,000	2,500
522150 Small Office Equipment	28,159	25,075	25,000	20,350
522160 Small Departmental Equipment	28,064	25,284	16,950	19,900
522170 Computers Non Capital	141,048	68,214	42,300	30,450
522180 Software	18,318	14,335	7,950	5,000
<b>Materials Total</b>	<b>215,589</b>	<b>132,989</b>	<b>102,200</b>	<b>78,200</b>
<b>Communications</b>				
523010 Telephone Equipment	17,592	3,960	9,150	2,120
523015 Video Security Equipment	331	2,545	0	0
523020 Phone and Communication Svcs	89,849	81,670	83,100	86,964
523030 Fax	0	90	0	0
523040 Data Connections	144,564	133,064	126,005	153,590
523050 Postage	6,492	5,053	7,725	6,285
523060 Cellular Phones	107,091	111,805	102,325	130,445
523070 Pagers	18	0	0	0
523090 Long Distance Charges	4,937	5,625	5,245	5,730
<b>Communications Total</b>	<b>370,874</b>	<b>343,812</b>	<b>333,550</b>	<b>385,134</b>
<b>Utilities</b>				
524010 Electricity	116,554	116,237	196,919	108,104
524020 Street Light Electricity	134	506	42	156
524040 Natural Gas	37,248	17,482	52,817	13,255
524050 Water	5,177	6,098	6,407	3,269
524070 Sewer	11,437	11,297	12,992	9,563
524090 Garbage Disposal and Recycling	12,287	14,049	15,487	6,189
<b>Utilities Total</b>	<b>182,837</b>	<b>165,669</b>	<b>284,664</b>	<b>140,536</b>
<b>Contracted Services</b>				
525110 Consulting Services	164,161	87,760	160,000	150,000

MARION COUNTY FY 2018-19 BUDGET  
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<b>190 - Health and Human Services</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Materials and Services</b>				
525150 Audit Services	0	6,520	6,520	6,520
525152 Accounting Services	0	13,879	10,600	2,500
525153 Fiscal Agent Services	11,193	0	1,000	19,000
525154 Third Party Administrators	19,138	19,364	18,500	384,880
525155 Credit Card Fees	6,519	8,527	9,425	10,300
525185 Community Education Services	0	20	0	0
525210 Medical Services	1,257,778	1,309,093	1,450,200	1,279,056
525235 Laboratory Services	99,163	115,332	119,900	119,100
525240 XRay Services	(10)	887	1,550	3,100
525250 Foster Care Services	119,073	17,552	60,118	61,948
525295 Health Providers	4,184,329	4,268,760	4,927,290	4,625,567
525310 Laundry Services	16,266	16,695	18,500	21,160
525320 Food Services	46	1,183	0	900
525330 Transportation Services	22,364	17,865	19,325	15,000
525350 Janitorial Services	62,345	80,057	73,024	69,530
525360 Public Works Services	0	199	0	0
525410 Dispatch Services	0	81	0	0
525440 Client Assistance	11,438	70,787	49,974	125,415
525450 Subscription Services	407	9,753	2,622	1,744
525510 Legal Services	0	28	0	0
525540 Witnesses	2	0	0	0
525555 Security Services	49,096	61,722	185,000	105,800
525710 Printing Services	37,760	23,438	27,375	24,600
525715 Advertising	3,625	12,894	7,508	9,567
525725 Drafting Blueprints and Design	0	18	0	0
525735 Mail Services	44,826	33,766	46,045	32,373
525740 Document Disposal Services	20,619	25,938	22,625	27,988
525770 Interpreters and Translators	75,146	78,917	68,615	71,365
525991 Match Payments	430,617	431,480	438,383	372,383
525999 Other Contracted Services	788,369	729,118	1,447,879	1,204,189
<b>Contracted Services Total</b>	<b>7,424,269</b>	<b>7,441,634</b>	<b>9,171,978</b>	<b>8,743,985</b>
<b>Repairs and Maintenance</b>				
526010 Office Equipment Maintenance	14,219	2,080	700	2,300
526011 Dept Equipment Maintenance	5,906	2,287	3,030	4,755
526012 Vehicle Maintenance	743	465	700	500
526021 Computer Software Maintenance	5,495	7,997	10,000	15,000
526030 Building Maintenance	104,589	116,623	80,150	87,250
526040 Remodels and Site Improvements	556	13,092	0	0
526050 Grounds Maintenance	0	240	0	0
<b>Repairs and Maintenance Total</b>	<b>131,508</b>	<b>142,785</b>	<b>94,580</b>	<b>109,805</b>
<b>Rentals</b>				
527100 Vehicle Rental	118,253	137,865	133,986	124,334
527110 Fleet Leases	109,194	112,371	106,332	108,240
527120 Motor Pool Mileage	22,996	19,787	23,092	24,055

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<b>190 - Health and Human Services</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Materials and Services</b>				
527130 Parking	789	4,739	8,260	730
527140 County Parking	1,028	525	660	660
527210 Building Rental Private	1,643,835	1,451,605	1,247,535	1,760,541
527300 Equipment Rental	156,259	157,668	150,040	155,955
527310 Fair Equipment Rentals	0	168	0	0
<b>Rentals Total</b>	2,052,355	1,884,728	1,669,905	2,174,515
<b>Insurance</b>				
528110 Liability Insurance Premiums	500	500	500	500
528140 Malpractice Insurance Premiums	60,720	64,452	65,500	65,500
528220 Notary Bonds	120	120	0	0
528410 Liability Claims	0	2,299	3,000	0
528415 Auto Claims	3,092	1,949	0	0
<b>Insurance Total</b>	64,432	69,320	69,000	66,000
<b>Miscellaneous</b>				
529110 Mileage Reimbursement	76,622	78,960	74,040	83,240
529120 Commercial Travel	14,305	9,421	10,700	6,000
529130 Meals	5,895	7,012	3,685	3,125
529140 Lodging	36,739	16,740	19,300	12,650
529210 Meetings	9,188	6,595	10,875	6,350
529220 Conferences	10,398	14,019	11,390	9,315
529230 Training	51,482	29,676	56,900	40,225
529250 Tuition Reimbursement	500	500	500	0
529300 Dues and Memberships	42,324	51,595	41,920	63,675
529550 Water Master	10	0	0	0
529590 Special Programs Other	17,134	3,896	3,000	3,600
529650 Pre Employment Costs	5,782	7,558	6,190	6,280
529690 Other Investigations	30	5	20	0
529740 Fairs and Shows	121	1,083	50	21
529840 Professional Licenses	425	150	400	200
529860 Permits	181	413	0	0
529910 Awards and Recognition	2,069	997	700	300
529998 Retroactive PERS Adjustments	0	4	0	0
529999 Miscellaneous Expense	86,017	66,139	141,960	64,621
<b>Miscellaneous Total</b>	359,220	294,761	381,630	299,602
<b>Materials and Services Total</b>	<b>11,342,014</b>	<b>11,113,837</b>	<b>12,717,882</b>	<b>12,622,098</b>
<b>Administrative Charges</b>				
611100 County Admin Allocation	487,552	540,629	615,454	648,614
611210 Facilities Mgt Allocation	181,313	181,051	223,927	219,912
611220 Custodial Allocation	178,185	187,218	226,023	199,149
611230 Courier Allocation	24,548	25,991	31,128	21,138
611250 Risk Management Allocation	96,994	79,148	91,155	86,081
611255 Benefits Allocation	121,904	120,977	137,884	142,979
611260 Human Resources Allocation	419,395	462,142	561,819	577,488
611300 Legal Services Allocation	166,788	147,036	145,245	151,614

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<b>190 - Health and Human Services</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Administrative Charges</b>				
611400 Information Tech Allocation	1,034,151	1,107,474	1,245,586	1,457,946
611410 FIMS Allocation	668,658	683,891	693,093	621,583
611420 Telecommunications Allocation	118,243	158,429	160,251	236,113
611430 Info Tech Direct Charges	357,054	356,719	590,785	467,054
611600 Finance Allocation	700,541	644,912	684,288	737,554
611800 MCBEE Allocation	13,300	39,070	25,382	38,773
612100 IT Equipment Use Charges	87,479	95,166	102,129	200,766
614100 Liability Insurance Allocation	234,300	253,100	210,400	199,800
614200 WC Insurance Allocation	122,700	134,700	147,500	145,900
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
650160 Clerical Supervision Chgbaks	0	0	0	0
650170 Contract Admin Chgbaks	0	0	0	0
<b>Administrative Charges Total</b>	<b>5,013,105</b>	<b>5,217,653</b>	<b>5,892,049</b>	<b>6,152,464</b>
<b>Capital Outlay</b>				
531300 Departmental Equipment Capital	0	181,225	0	0
531700 Computer Software Capital	0	29,000	16,000	0
531800 Telephone Systems	5,883	112,165	70,059	0
534100 Building Construction	18,292	0	0	0
534600 Site Improvements	5,956	206,437	374,875	698,204
<b>Capital Outlay Total</b>	<b>30,131</b>	<b>528,826</b>	<b>460,934</b>	<b>698,204</b>
<b>Transfers Out</b>				
561130 Transfer to Public Works	0	0	35,719	54,872
561250 Transfer to Sheriff Grants	0	7,915	7,915	8,751
561410 Transfer to Debt Service	347,616	368,262	368,262	368,262
561455 Xfer to Facility Renovation	2,200,000	0	0	0
561480 Xfer to Capital Impr Projects	31,500	0	52,455	3,300,000
561595 Transfer to Fleet Management	0	53,448	80,000	0
<b>Transfers Out Total</b>	<b>2,579,116</b>	<b>429,625</b>	<b>544,351</b>	<b>3,731,885</b>
<b>Contingency</b>				
571010 Contingency	0	0	5,408,892	4,592,952
<b>Contingency Total</b>	<b>0</b>	<b>0</b>	<b>5,408,892</b>	<b>4,592,952</b>
<b>Ending Fund Balance</b>				
573010 Unapprop Ending Fund Balance	0	0	8,952,053	5,971,731
<b>Ending Fund Balance Total</b>	<b>0</b>	<b>0</b>	<b>8,952,053</b>	<b>5,971,731</b>

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
HEALTH AND HUMAN SERVICES

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Health and Human Services Total	51,442,333	50,995,285	74,704,855	75,945,396
Health and Human Services Grand Total	51,442,333	50,995,285	74,704,855	75,945,396

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
COMMUNITY SERVICES

# COMMUNITY SERVICES



## MISSION STATEMENT

Promote the well-being of Marion County communities for people to live, learn, work, and play.

## 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 for 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 that benefit local communities.
  - Objective 3 Support catalytic collaborations by developing networks among community leaders from diverse fields, as well as across disciplines and interests.
- Goal 3 Economic Development: Advance Marion County's economy by working with policymakers, community leaders and entrepreneurs to grow the economy, increase employment, and improve standards of living.
- Objective 1 Support an active Economic Development Advisory Board that provides advice and recommendations to the Board of Commissioners regarding economic development and those issues that impact economic growth within Marion County and the region.
  - Objective 2 Support growth of workforce, manufacturing, tourism, agriculture, and other natural resources and related enterprises.
  - Objective 3 Advocate for needed infrastructure that supports current and future economic growth: sewer and water, airports, railways, roadways, ecommerce, etc.



MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
COMMUNITY SERVICES

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- Objective 4 Contribute through legislative advocacy on issues affecting the economy.
- Objective 5 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 assist in developing 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 three to five percent annually; work with the Marion County Fair Board and event coordinators to identify events that attract attendees to 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 and transfers to other shelters, rescues, or foster families.
  - Objective 4 Promote public awareness of appropriate treatment of dogs and responsibilities of dog ownership. Provide information on quality dog care.

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
COMMUNITY SERVICES

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**DEPARTMENT OVERVIEW**

The Community Services Department is comprised of six programs that provide a variety of services ranging from viable communities and economic development to overseeing the county fair, dog control, and working with community partners on behalf of Marion County's children, youth, and families.

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 three advisory boards; maintains the county dog services program for the safety of citizens and dogs alike, 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 Funds; 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's resource and referral electronic system, and the Marion County Fair.

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
COMMUNITY SERVICES

**RESOURCE AND REQUIREMENT SUMMARY**

Community Services	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Licenses and Permits	342,316	346,419	372,649	372,649	0.0%
Intergovernmental Federal	0	0	25,000	6,250	-75.0%
Intergovernmental State	1,777,231	1,686,324	1,828,390	2,079,064	13.7%
Charges for Services	363,468	349,401	309,860	348,379	12.4%
Fines and Forfeitures	4,667	6,986	4,000	6,000	50.0%
Interest	11,953	16,681	12,763	27,100	112.3%
Other Revenues	98,624	120,500	89,700	96,550	7.6%
General Fund Transfers	1,338,033	1,567,842	1,877,936	2,065,811	10.0%
Other Fund Transfers	47,721	0	0	0	n.a.
Settlements	349,619	485,238	120,000	0	-100.0%
Net Working Capital	1,614,247	1,992,753	2,266,028	2,712,548	19.7%
<b>TOTAL RESOURCES</b>	<b>5,947,879</b>	<b>6,572,143</b>	<b>6,906,326</b>	<b>7,714,351</b>	<b>11.7%</b>
<b>REQUIREMENTS</b>					
Personnel Services					
Salaries and Wages	830,749	936,380	1,151,059	1,193,262	3.7%
Fringe Benefits	508,651	574,468	733,162	787,254	7.4%
<b>Total Personnel Services</b>	<b>1,339,401</b>	<b>1,510,848</b>	<b>1,884,221</b>	<b>1,980,516</b>	<b>5.1%</b>
Materials and Services					
Supplies	53,815	53,635	74,450	80,495	8.1%
Materials	19,649	19,106	15,500	15,200	-1.9%
Communications	7,849	7,355	10,560	12,550	18.8%
Utilities	29,435	29,044	29,936	45,281	51.3%
Contracted Services	1,113,843	1,195,116	2,971,027	3,376,334	13.6%
Repairs and Maintenance	9,240	8,269	36,350	10,050	-72.4%
Rentals	83,081	65,815	90,979	162,375	78.5%
Insurance	6,398	6,650	7,100	9,200	29.6%
Miscellaneous	30,727	49,291	50,911	87,395	71.7%
<b>Total Materials and Services</b>	<b>1,354,038</b>	<b>1,434,282</b>	<b>3,286,813</b>	<b>3,798,880</b>	<b>15.6%</b>
Administrative Charges	371,353	480,525	576,575	685,238	18.8%
Capital Outlay	11,772	0	0	0	n.a.
Debt Service Principal	498,354	522,968	271,092	0	-100.0%
Debt Service Interest	53,709	29,096	4,940	0	-100.0%
Transfers Out	326,500	324,000	400,757	324,000	-19.2%
Contingency	0	0	481,928	495,181	2.7%
Ending Fund Balance	0	0	0	430,536	n.a.
<b>TOTAL REQUIREMENTS</b>	<b>3,955,127</b>	<b>4,301,718</b>	<b>6,906,326</b>	<b>7,714,351</b>	<b>11.7%</b>
<b>FTE</b>	<b>18.60</b>	<b>21.35</b>	<b>21.65</b>	<b>21.65</b>	<b>0.0%</b>

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
COMMUNITY SERVICES

<b>FUNDS</b>					
Fund Name	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	% of Total
<b>RESOURCES</b>					
FND 100 General Fund	540,884	635,856	857,663	886,388	11.5%
FND 160 Community Services Grants	305,167	287,681	143,043	266,083	3.4%
FND 165 Lottery and Economic Dev	3,423,676	3,836,493	3,911,922	4,389,531	56.9%
FND 230 Dog Control	1,208,580	1,305,184	1,441,365	1,565,922	20.3%
FND 270 County Fair	469,573	506,929	552,333	606,427	7.9%
<b>TOTAL RESOURCES</b>	<b>5,947,879</b>	<b>6,572,143</b>	<b>6,906,326</b>	<b>7,714,351</b>	<b>100.0%</b>
<b>REQUIREMENTS</b>					
FND 100 General Fund	540,884	635,856	857,663	886,388	11.5%
FND 160 Community Services Grants	107,542	175,338	143,043	266,083	3.4%
FND 165 Lottery and Economic Dev	1,724,417	1,858,923	3,911,922	4,389,531	56.9%
FND 230 Dog Control	1,207,307	1,285,788	1,441,365	1,565,922	20.3%
FND 270 County Fair	374,977	345,813	552,333	606,427	7.9%
<b>TOTAL REQUIREMENTS</b>	<b>3,955,127</b>	<b>4,301,718</b>	<b>6,906,326</b>	<b>7,714,351</b>	<b>100.0%</b>

<b>PROGRAMS</b>					
	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
CS Administration	545,613	635,856	857,663	886,388	3.3%
CS Children and Families	268,614	250,820	95,242	211,151	121.7%
MC Reentry Initiative	31,823	36,861	47,801	54,932	14.9%
Dog Services	1,208,580	1,305,184	1,441,365	1,565,922	8.6%
County Fair	469,573	506,929	552,333	606,427	9.8%
Lottery and Economic Dev	3,423,676	3,836,493	3,911,922	4,389,531	12.2%
<b>TOTAL RESOURCES</b>	<b>5,947,879</b>	<b>6,572,143</b>	<b>6,906,326</b>	<b>7,714,351</b>	<b>11.7%</b>
<b>REQUIREMENTS</b>					
CS Administration	545,613	635,856	857,663	886,388	3.3%
CS Children and Families	80,281	158,278	95,242	211,151	121.7%
MC Reentry Initiative	22,531	17,060	47,801	54,932	14.9%
Dog Services	1,207,307	1,285,788	1,441,365	1,565,922	8.6%
County Fair	374,977	345,813	552,333	606,427	9.8%
Lottery and Economic Dev	1,724,417	1,858,923	3,911,922	4,389,531	12.2%
<b>TOTAL REQUIREMENTS</b>	<b>3,955,127</b>	<b>4,301,718</b>	<b>6,906,326</b>	<b>7,714,351</b>	<b>11.7%</b>

MARION COUNTY FY 2018-19 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/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, Economic Development Advisory Board, ad hoc task forces, the Community Resource Network, electronic resource and referral, and overall department business.
- Advises, executes, and innovates to provide lasting solutions to challenging issues.
- Supports operation of the Marion County Extension and 4-H Service District.

**Program Summary**

Community Services	Program: CS Administration				
	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
General Fund Transfers	545,613	635,856	857,663	886,388	3.3%
<b>TOTAL RESOURCES</b>	<b>545,613</b>	<b>635,856</b>	<b>857,663</b>	<b>886,388</b>	<b>3.3%</b>
<b>REQUIREMENTS</b>					
Personnel Services	449,916	518,471	668,127	685,521	2.6%
Materials and Services	40,332	36,629	84,246	83,197	-1.2%
Administrative Charges	55,365	80,756	105,290	117,670	11.8%
<b>TOTAL REQUIREMENTS</b>	<b>545,613</b>	<b>635,856</b>	<b>857,663</b>	<b>886,388</b>	<b>3.3%</b>
<b>FTE</b>	5.29	5.54	6.65	6.65	0.0%

**FTE By Position Title By Program**

<b>Program: CS Administration</b>	
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
<b>Program CS Administration FTE Total:</b>	<b>6.65</b>

FTE Changes

There are no FTE changes for FY 18-19. In FY 17-18, a 1.0 FTE Management Analyst 2 position was transferred to the Lottery and Economic Development Program; and a 1.0 FTE Contract Specialist position was created.

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
COMMUNITY SERVICES

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**CS Administration Program Budget Justification**

RESOURCES

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

REQUIREMENTS

Increase in Personnel Services are attributed to a 1.5% COLA, step increases, overtime, and fringe benefit cost increases.

In Materials and Services, the only significant changes this year are a \$1,200 reduction in small office equipment, a \$500 decrease in consulting services, and a \$1,000 increase in commercial travel. Funding is maintained at \$30,000 for the electronic resource and referral portal.

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
COMMUNITY SERVICES

**CS Children and Families Program**

- Supports the Marion County Children and Families Commission, a group of influential community leaders appointed to advise the Board of Commissioners on matters that affect the well-being of communities, children, and families.
- Enhances efforts to connect available local resources to those in need through the implementation and use of the Community Resource Network.
- Mobilizes the community through strategies that address systemic issues or hinder prosperous conditions within Marion County.

**Program Summary**

Community Services	Program: CS Children and Families				
	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Intergovernmental State	89,303	0	0	110,000	n.a.
Charges for Services	110	350	0	0	n.a.
Interest	1,196	1,161	700	900	28.6%
Other Revenues	0	21,853	2,000	0	-100.0%
General Fund Transfers	0	39,123	0	40,000	n.a.
Net Working Capital	178,006	188,333	92,542	60,251	-34.9%
<b>TOTAL RESOURCES</b>	<b>268,614</b>	<b>250,820</b>	<b>95,242</b>	<b>211,151</b>	<b>121.7%</b>
<b>REQUIREMENTS</b>					
Personnel Services	0	42,406	0	0	n.a.
Materials and Services	80,281	100,284	86,542	198,758	129.7%
Administrative Charges	0	15,588	0	12,393	n.a.
Contingency	0	0	8,700	0	-100.0%
<b>TOTAL REQUIREMENTS</b>	<b>80,281</b>	<b>158,278</b>	<b>95,242</b>	<b>211,151</b>	<b>121.7%</b>
<b>FTE</b>	<b>0.00</b>	<b>0.50</b>	<b>0.00</b>	<b>0.00</b>	<b>n.a.</b>

**CS Children and Families Program Budget Justification**

**RESOURCES**

Intergovernmental State and General Fund Transfers are expected to increase due to anticipated Family Check-Up activities.

Net Working Capital decreased due to program activity in the prior year. The remaining funds in this program are accumulated interest earnings gained in prior years from non-General Fund resources.

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
COMMUNITY SERVICES

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REQUIREMENTS

The increase in Materials and Services is primarily due to Contracted Services costs associated with the anticipated community health grant. In addition, this program continues its support of community education events and activities, including the annual Together Toward Tomorrow event, Foster Parent Champion, and the Community Resource Network.



MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
COMMUNITY SERVICES

**MC Reentry Initiative Program**

- Participates actively in design team meetings, work groups, 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 accessing medical care needs.
- Aids in the development and implementation of sustainability plans, as well as identified administrative supports.

**Program Summary**

Community Services	Program: MC Reentry Initiative				
	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Other Revenues	24,437	27,569	26,000	32,000	23.1%
General Fund Transfers	0	0	2,000	0	-100.0%
Net Working Capital	7,386	9,292	19,801	22,932	15.8%
<b>TOTAL RESOURCES</b>	<b>31,823</b>	<b>36,861</b>	<b>47,801</b>	<b>54,932</b>	<b>14.9%</b>
<b>REQUIREMENTS</b>					
Materials and Services	22,531	17,060	47,801	54,932	14.9%
<b>TOTAL REQUIREMENTS</b>	<b>22,531</b>	<b>17,060</b>	<b>47,801</b>	<b>54,932</b>	<b>14.9%</b>

**MC Reentry Initiative Program Budget Justification**

**RESOURCES**

The Resources for the MC Reentry Program has increased \$7,131 compared to the prior year, and reflects anticipated donations collected from the annual reentry breakfast, monthly financial support from the community, and Net Working Capital from the previous fiscal year.

**REQUIREMENTS**

The increase in total Requirements reflects costs associated with this program area: annual reentry fund raising event, support for victim services, and removing barriers for reentry and justice reinvestment clients. Additionally, Marion County will host the 10th anniversary reentry fund raising event in October 2018, which will be held at the Salem Convention Center. Requirements reflects increases in catering and rental space to cover the event costs.

MARION COUNTY FY 2018-19 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 adoption 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 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Licenses and Permits	342,316	346,419	372,649	372,649	0.0%
Charges for Services	138,801	123,709	106,300	110,800	4.2%
Fines and Forfeitures	4,667	6,986	4,000	6,000	50.0%
Interest	649	629	400	500	25.0%
Other Revenues	28,264	30,862	22,300	22,650	1.6%
General Fund Transfers	693,883	795,306	920,716	1,029,423	11.8%
Net Working Capital	0	1,273	15,000	23,900	59.3%
<b>TOTAL RESOURCES</b>	<b>1,208,580</b>	<b>1,305,184</b>	<b>1,441,365</b>	<b>1,565,922</b>	<b>8.6%</b>
<b>REQUIREMENTS</b>					
Personnel Services	751,000	797,284	878,843	942,135	7.2%
Materials and Services	214,761	231,714	280,934	314,170	11.8%
Administrative Charges	229,774	256,790	281,588	284,617	1.1%
Capital Outlay	11,772	0	0	0	n.a.
Ending Fund Balance	0	0	0	25,000	n.a.
<b>TOTAL REQUIREMENTS</b>	<b>1,207,307</b>	<b>1,285,788</b>	<b>1,441,365</b>	<b>1,565,922</b>	<b>8.6%</b>
<b>FTE</b>	<b>11.80</b>	<b>11.80</b>	<b>12.00</b>	<b>12.00</b>	<b>0.0%</b>

**FTE By Position Title By Program**

<b>Program: Dog Services</b>	
Position Title	FTE
Department Specialist 2	2.00
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
<b>Program Dog Services FTE Total:</b>	<b>12.00</b>

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
COMMUNITY SERVICES

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FTE Changes

There are no FTE changes in FY 18-19.

**Dog Services Program Budget Justification**

RESOURCES

General Fund Transfers increased by \$108,707 to support the overall operations 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 have increased due to step increases, a 1.5% COLA, and fringe benefit cost increases. In addition, the Shelter Operations Manager position was reclassified as a Shelter Operations Supervisor in FY 17-18, resulting in higher wages and fringe benefits costs for that position.

Materials and Services increased compared to the prior fiscal year, primarily because of a \$14,800 increase in water and sewer utility charges. Prior to FY 18-19, the Marion County Jail and Dog Shelter shared a water meter and the jail picked up the water and sewer utility costs for both facilities. Starting July 1, the Dog Shelter will be financially responsible for covering the cost of its own water and sewer bills. In addition, the sub-category Building Maintenance has increased; as a natural result of aging, the shelter now requires a greater number of repair and maintenance visits compared to when it was a new facility.

The Ending Fund Balance increase is donations that are carried forward to the next fiscal year.

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
COMMUNITY SERVICES

**County Fair Program**

- Provides a showcase for agricultural education and a positive environment for Marion County's youth. The Marion County Fair is the gateway to 4-H and Future Farmers of America (FFA) youth who are selected 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 its strategic plan, which serves as the preparation and staging guide for the annual fair.

**Program Summary**

Community Services	Program: County Fair				
	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Intergovernmental State	53,667	53,667	50,500	53,167	5.3%
Charges for Services	224,557	223,763	203,560	237,579	16.7%
Interest	365	686	200	700	250.0%
Other Revenues	45,922	36,661	39,400	41,900	6.3%
General Fund Transfers	98,537	97,557	97,557	110,000	12.8%
Net Working Capital	46,526	94,596	161,116	163,081	1.2%
<b>TOTAL RESOURCES</b>	<b>469,573</b>	<b>506,929</b>	<b>552,333</b>	<b>606,427</b>	<b>9.8%</b>
<b>REQUIREMENTS</b>					
Personnel Services	62,080	56,055	11,201	11,375	1.6%
Materials and Services	293,061	267,311	388,019	518,288	33.6%
Administrative Charges	19,837	22,447	20,744	20,176	-2.7%
Transfers Out	0	0	47,557	0	-100.0%
Contingency	0	0	84,812	56,588	-33.3%
<b>TOTAL REQUIREMENTS</b>	<b>374,977</b>	<b>345,813</b>	<b>552,333</b>	<b>606,427</b>	<b>9.8%</b>
<b>FTE</b>	0.51	0.51	0.00	0.00	n.a.

**County Fair Program Budget Justification**

**RESOURCES**

Charges for Services increased compared to the prior fiscal year. Within the category, the following sub-categories increased: ticket sales for the 2018 fair, food booth fees, carnival fees, and sponsorships.

The increase in General Fund Transfers reflects an increase for asphalt paving at the Oregon State Fairgrounds. In FY 17-18, Marion County reached an agreement to trade fairground rental fees in exchange for the completion of several paving projects at the fairgrounds.

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
COMMUNITY SERVICES

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REQUIREMENTS

Materials and Services has increased by \$130,269, due to the fairground rental agreement noted in Resources, and also because of increases in event coordination, marketing, stage, grounds cleanup services. The decrease in Transfers Out reflects the one-time transfer made to the General Fund in FY 17-18 to cover the transferring Fair Coordinator position.

Contingency has decreased \$28,224. In FY 16-17, the County Fair Program carried forward a significant one-time savings from an asphalt paving agreement between Marion County and the Oregon State Fair Council. A portion of those savings was utilized to fund operations in FY 17-18 and FY 18-19; the remainder has been budgeted toward Contingency to cover unanticipated program expenses and future fairground rental costs.

MARION COUNTY FY 2018-19 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 with statutes and rules.
- Performs transparent fiscal management of the county's economic development budget.
- Enhances the county's economic development interests through innovation, leadership and sustainable practices.
- Facilitates the development, implementation, and execution of the county's economic development strategic plan that supports a comprehensive, coordinated, and responsive framework that addresses the specific economic needs of the county and its citizens.
- Facilitates and supports the Economic Development Advisory Board, as well as provides administrative support that aids in the effectiveness of the county's efforts.
- Provides support to the Oregon Garden Foundation by assisting the foundation with strategic, financial, and long range planning efforts.

**Program Summary**

Community Services

Program: Lottery and Economic Dev

	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Intergovernmental Federal	0	0	25,000	6,250	-75.0%
Intergovernmental State	1,634,262	1,632,657	1,777,890	1,915,897	7.8%
Charges for Services	0	1,579	0	0	n.a.
Interest	9,744	14,204	11,463	25,000	118.1%
Other Revenues	0	3,555	0	0	n.a.
Other Fund Transfers	47,721	0	0	0	n.a.
Settlements	349,619	485,238	120,000	0	-100.0%
Net Working Capital	1,382,330	1,699,259	1,977,569	2,442,384	23.5%
<b>TOTAL RESOURCES</b>	<b>3,423,676</b>	<b>3,836,493</b>	<b>3,911,922</b>	<b>4,389,531</b>	<b>12.2%</b>
<b>REQUIREMENTS</b>					
Personnel Services	76,405	96,631	326,050	341,485	4.7%
Materials and Services	703,071	781,284	2,399,271	2,629,535	9.6%
Administrative Charges	66,377	104,944	168,953	250,382	48.2%
Debt Service Principal	498,354	522,968	271,092	0	-100.0%
Debt Service Interest	53,709	29,096	4,940	0	-100.0%
Transfers Out	326,500	324,000	353,200	324,000	-8.3%
Contingency	0	0	388,416	438,593	12.9%
Ending Fund Balance	0	0	0	405,536	n.a.
<b>TOTAL REQUIREMENTS</b>	<b>1,724,417</b>	<b>1,858,923</b>	<b>3,911,922</b>	<b>4,389,531</b>	<b>12.2%</b>
<b>FTE</b>	<b>0.97</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>	<b>0.0%</b>

**FTE By Position Title By Program**

<b>Program: Lottery and Economic Dev</b>	
Position Title	FTE
Economic Development Coordinator	1.00

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<b>Program: Lottery and Economic Dev</b>	
<b>Position Title</b>	<b>FTE</b>
Management Analyst 2	2.00
<b>Program Lottery and Economic Dev FTE Total:</b>	<b>3.00</b>

FTE Changes

There are no FTE changes in FY 18-19. In FY 17-18, a 1.0 FTE Management Analyst 2 position was transferred from the CS Administration Program to the Lottery and Economic Development Program; and 1.0 FTE Economic Development Coordinator position was eliminated.

**Lottery and Economic Dev Program Budget Justification**

**RESOURCES**

Intergovernmental Federal decreased by \$18,750. A \$50,000 United States Department of Agriculture grant was awarded in FY 16-17 for broadband planning; the remaining \$6,250 budgeted in FY 18-19 reflects the final payout of that grant.

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 agreement that removes Marion County.

Intergovernmental State comprises Oregon Video Lottery distributions and an anticipated one-time \$50,000 Business Oregon grant to support county-wide broadband planning. Video Lottery distributions are expected to increase by more than \$168,000, based on projections provided by the Oregon Office of Economic Analysis.

**REQUIREMENTS**

Increases in Personnel Services are attributed to a 1.5% COLA, step increases, overtime, and fringe benefit cost increases.

Materials and Services increased because of several new funding priorities identified in the 2018 - 22 Marion County Economic Development Strategic plan. Included in the FY 18-19 budget is funding for the Brooks community plan, a regional land inventory analysis, a workforce housing analysis, and more. In addition, the Lottery and Economic Development program continues its support of the North Santiam Joint Wastewater Project, community infrastructure projects, and county-wide broadband internet planning. Funding is maintained for the program's grant programs: Community Projects Grants, Business Development Grants, and strategic, regional and county-wide grants.

Debt Service Principal and Interest are eliminated from the budget in FY 18-19; in 2017, Marion County made the final payment owed on the Oregon Garden bonds.

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**KEY DEPARTMENT ACCOMPLISHMENTS**

- In FY 17-18, the shelter added a certified dog behaviorist and secured more than 30 new foster families to help improve outcomes of dogs with medical and behavior issues.
- A record number of community members participated in the Marion County Fair's public competitions. Participation increased 76% from the prior year.
- The Marion County Fair received three awards of excellence and significant contributions to fairs in Oregon for its Outstanding Fair Website, Outstanding Youth Project and Public Competition Innovation.
- Hosted the 4th annual Together Toward Tomorrow event with almost 400 in attendance. Several community-based organizations are implementing the Hope Scale into its work with clients and staff; the presence of hope is one of the top predictors of well-being for both children and adults.
- The Family Check-Up project achieved its goal of building capacity with local family and youth-serving organizations. The project trained 63 practitioners from 17 different community organizations in Family Check-Up and the more intensive Everyday Parenting training sessions.
- The Community Resource Network has more than 280 members who shared and identified community resources to address unmet needs in Marion County. Over the past year, more than 80 requests were fulfilled through the CRN.
- Completed the first strategic plan for the economic development program and broadened the program's capacity.
- Presented a case study on the North Santiam River Canyon's waste water infrastructure issues and the challenges at the Oregon Business Plan Leadership Summit. All four of the cities in the canyon are collaborating and seeking to develop a water service district to address the community's waste water infrastructure needs.
- Conducted a county-wide broadband study that gathered consumer input on existing broadband services, reliability of internet access, current speed, and future business broadband needs. The information will guide the county's work with private sector broadband providers.
- After attending the 2016 MCRI Community Breakfast, a community member stepped forward to coordinate volunteers who provided seven monthly workshops for reentry clients during 2017. Forty-four individuals participated in topics ranging from cooking to fitness to dress for success.



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**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. 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 Parole and Probation Office that can be utilized to address the factors that contribute to recidivism rates.

**Data Units Fiscal Year**

Marion County Client Services Fund

<b>FY 14-15 Actual</b>	<b>FY 15-16 Actual</b>	<b>FY 16-17 Actual</b>	<b>FY 17-18 Estimate</b>	<b>FY 18-19 Estimate</b>
\$18,949	\$22,371	\$19,417	\$18,415	\$21,000

**Explanation of Trends and Changes**

The Marion County Client Fund supports re-integration of previously incarcerated individuals by removing barriers to a successful transition into the community. It is anticipated that fundraising efforts will increase in FY 18-19, mainly because a larger venue has been secured to recognize the program's 10th anniversary.

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**# 2: Return of Dogs to the Community and Increased Licensing**

**Definition and Purpose**

The Marion County Dog Shelter 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, 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 is a primary goal of the Marion County Dog Shelter.

**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. The shelter's goal is to return as many dogs as possible to their owners and to obtain positive outcomes for the rest through adoption, fostering, rescue groups, and 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. License revenues help to support the Dog Services Program, increases the likelihood of reuniting a dog with their family, contributes to public safety, and indicates a valid rabies vaccine, which is a requirement for all licensed dogs.

**Data Units**

Percent of lost dogs returned to the community.

<b>FY 14-15 Actual</b>	<b>FY 15-16 Actual</b>	<b>FY 16-17 Actual</b>	<b>FY 17-18 Estimate</b>	<b>FY 18-19 Estimate</b>
Return to the community = 83%	Return to the community = 88%	Return to the community = 89%	Return to the community = 90%	Return to the community = 90%

Licenses issued.

<b>FY 14-15 Actual</b>	<b>FY 15-16 Actual</b>	<b>FY 16-17 Actual</b>	<b>FY 17-18 Estimate</b>	<b>FY 18-19 Estimate</b>
New/renewal licenses = 15,644	New/renewal licenses = 14,577	New/renewal licenses = 14,811	New/renewal licenses = 14,000	New/ renewal licenses = 14,900

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**Explanation of Trends and Changes**

As the shelter's return to the community rate nears 90 percent, the average number of days dogs remain in the shelter is expected to rise. Therefore, to combat the rising cost of caring for un-adopted dogs, the shelter will continue to expand its partnerships with rescue groups and enhancing its Foster Families Program.

In FY 17-18, the dog licensing data continues to reflect static licensing rates. The anticipated implementation of an online animal management and licensing software program, which includes an improved customer friendly interface, was expected to be fully implemented in the fall of 2017. However, the rollout of the software was delayed and is anticipated to be operational in the summer of 2018. The availability of the new software is expected to address dog licensing access barriers and assist the shelter with compliance notifications for dog owners. In FY 18-19, the estimated number of new or renewed dog licenses is 14,900, which represents a nine percent increase from the FY 17-18 estimated figures.

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**# 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. For example, the cost of housing compared to income, and commutes 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 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.

**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 should have at least a neutral, and hopefully a beneficial, 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 and are appearing for the first time.

The fiscal year Key Indicators measure monies Marion County invested in communities and local businesses through grants and awards. Support of private sector business starts and expansions is measured by dollar amount, the number of awards 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 2013 Actual	CY 2014 Actual	CY 2015 Actual	CY 2016 Actual	CY 2017 Actual
\$944	\$937	\$930	\$939	\$939

Median Annual Income

CY 2013 Actual	CY 2014 Actual	CY 2015 Actual	CY 2016 Actual	CY 2017 Actual
\$46,885	\$47,360	\$48,432	\$50,775	\$50,775

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Housing Cost as a Percentage of Median Income

CY 2013 Actual	CY 2014 Actual	CY 2015 Actual	CY 2016 Actual	CY 2017 Actual
24%	24%	23%	22%	22%

Mean Travel Time to Work

.	CY 2015 Actual	CY 2016 Actual	CY 2017 Actual
.	22.3	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 Estimate	FY 18-19 Estimate
\$623,307	\$2,668,750	\$1,166,706	\$300,000	\$300,000

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 Estimate	FY 18-19 Estimate
\$195,000 across 6 awards	\$128,250 across 4 awards	\$230,000 across 6 awards	\$150,000 across 3 awards	\$150,000 across 3 awards

Community Projects Grants Recommended by the Economic Development Advisory Board

FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Estimate	FY 18-19 Estimate
\$60,000 across 4 awards	\$95,298 across 9 awards	\$85,670 across 7 awards	\$100,000 across 10 awards	\$150,000 across 15 awards

Regional or Countywide Grants

FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Estimate	FY 17-18 Estimate	FY 18-19 Estimate
\$395,000 across 3 awards	\$435,000 across 4 awards	\$420,000 across 4 awards	\$420,000 across 4 awards	\$495,000 across 7 awards

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**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. Going forward, the strong national and state economy, housing pressure influenced partly by issues in the Portland Metro area, and land supply may tend to create 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.

In FY 14-15, the administration of the Economic Development Program transitioned to the Community Services Department. Since FY 15-16, grant monies were awarded to businesses for expansions or enhancements and to cities to increase the livability of communities. All awards focused on specific projects that helped grow the local economy and improve the standard of living in the county.

Due to Marion County's expansion of its economic development program, a 15% increase in strategic regional or countywide grants is anticipated. The increase will require regional and countywide partner organizations to fulfill new projects or activities that enhance Marion County's local economy.

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**# 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, business, 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 4-H and Future Farmers of America involved youth to advance and compete at the Oregon State Fair.

**Data Units Calendar Year**

<b>CY 2015 Actual</b>	<b>CY 2016 Actual</b>	<b>CY 2017 Actual</b>	<b>CY 2018 Estimate</b>	<b>CY 2019 Estimate</b>
25,970	20,899	24,122	24,500	25,000

**Explanation of Trends and Changes**

Fair attendance at the 2017 fair was higher than projected. We attribute the increase in fair attendance to excellent weather, increased participation in the public competitions and the new software program associated - ShoWorks. The S.T.E.A.M. program (Science, Technology, Engineering, Arts/Agriculture, and Mathematics) was enhanced in 2017; drawing more partners and participants. The big name entertainment draws were national acts Diamond Rio and Night Ranger.

A slight increase in the 2018 fair's attendance is anticipated due to the secured big name entertainment acts, the growth of the S.T.E.A.M. program, increased sponsorships, and use of social media to promote the coming fair.

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**Resources by Fund Detail**

<b>100 - General Fund</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>General Fund Transfers</b>				
381100 Transfer from General Fund	540,884	635,856	857,663	886,388
<b>General Fund Transfers Total</b>	<b>540,884</b>	<b>635,856</b>	<b>857,663</b>	<b>886,388</b>
<b>General Fund Total</b>	<b>540,884</b>	<b>635,856</b>	<b>857,663</b>	<b>886,388</b>
<b>160 - Community Services Grants</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Intergovernmental State</b>				
332101 OCCF Great Start	(8,077)	0	0	0
332990 Other State Revenues	97,380	0	0	110,000
<b>Intergovernmental State Total</b>	<b>89,303</b>	<b>0</b>	<b>0</b>	<b>110,000</b>
<b>Charges for Services</b>				
341380 Workshop Fees	110	350	0	0
<b>Charges for Services Total</b>	<b>110</b>	<b>350</b>	<b>0</b>	<b>0</b>
<b>Interest</b>				
361000 Investment Earnings	1,196	1,161	700	900
<b>Interest Total</b>	<b>1,196</b>	<b>1,161</b>	<b>700</b>	<b>900</b>
<b>Other Revenues</b>				
371000 Miscellaneous Income	0	8,862	0	0
373100 Special Program Donations	24,437	40,560	28,000	32,000
<b>Other Revenues Total</b>	<b>24,437</b>	<b>49,422</b>	<b>28,000</b>	<b>32,000</b>
<b>General Fund Transfers</b>				
381100 Transfer from General Fund	4,729	39,123	2,000	40,000
<b>General Fund Transfers Total</b>	<b>4,729</b>	<b>39,123</b>	<b>2,000</b>	<b>40,000</b>
<b>Net Working Capital</b>				
392000 Net Working Capital Unrestr	185,392	197,625	112,343	83,183
<b>Net Working Capital Total</b>	<b>185,392</b>	<b>197,625</b>	<b>112,343</b>	<b>83,183</b>
<b>Community Services Grants Total</b>	<b>305,167</b>	<b>287,681</b>	<b>143,043</b>	<b>266,083</b>
<b>165 - Lottery and Economic Dev</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Intergovernmental Federal</b>				
331014 US Dept of Agriculture	0	0	25,000	6,250
<b>Intergovernmental Federal Total</b>	<b>0</b>	<b>0</b>	<b>25,000</b>	<b>6,250</b>
<b>Intergovernmental State</b>				
332021 Video Lottery	1,634,262	1,632,657	1,777,890	1,865,897
332990 Other State Revenues	0	0	0	50,000
<b>Intergovernmental State Total</b>	<b>1,634,262</b>	<b>1,632,657</b>	<b>1,777,890</b>	<b>1,915,897</b>
<b>Charges for Services</b>				
341380 Workshop Fees	0	1,579	0	0
<b>Charges for Services Total</b>	<b>0</b>	<b>1,579</b>	<b>0</b>	<b>0</b>
<b>Interest</b>				
361000 Investment Earnings	9,744	14,204	11,463	25,000
<b>Interest Total</b>	<b>9,744</b>	<b>14,204</b>	<b>11,463</b>	<b>25,000</b>



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<b>165 - Lottery and Economic Dev</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Other Revenues</b>				
371000 Miscellaneous Income	0	3,555	0	0
<b>Other Revenues Total</b>	<b>0</b>	<b>3,555</b>	<b>0</b>	<b>0</b>
<b>Other Fund Transfers</b>				
381170 Transfer from CD Block Grants	47,721	0	0	0
<b>Other Fund Transfers Total</b>	<b>47,721</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Settlements</b>				
382100 Settlements	349,619	485,238	120,000	0
<b>Settlements Total</b>	<b>349,619</b>	<b>485,238</b>	<b>120,000</b>	<b>0</b>
<b>Net Working Capital</b>				
392000 Net Working Capital Unrestr	1,382,330	1,699,259	1,977,569	2,442,384
<b>Net Working Capital Total</b>	<b>1,382,330</b>	<b>1,699,259</b>	<b>1,977,569</b>	<b>2,442,384</b>
<b>Lottery and Economic Dev Total</b>	<b>3,423,676</b>	<b>3,836,493</b>	<b>3,911,922</b>	<b>4,389,531</b>
<b>230 - Dog Control</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Licenses and Permits</b>				
322000 Dog Licenses	341,166	345,769	371,899	371,899
322020 Animal Rescue Licenses	1,150	650	750	750
<b>Licenses and Permits Total</b>	<b>342,316</b>	<b>346,419</b>	<b>372,649</b>	<b>372,649</b>
<b>Charges for Services</b>				
341590 Impound Fees	21,749	22,418	20,000	22,000
341600 Board Fees	27,030	28,151	26,000	28,000
341605 Dog Adoption Fees	58,733	58,997	52,000	52,000
341950 Retail Sales	985	1,113	800	800
341998 Dog Shelter Donation Credits	0	(1,577)	0	0
341999 Other Fees	6,021	5,982	6,000	6,000
344999 Other Reimbursements	24,283	8,626	1,500	2,000
<b>Charges for Services Total</b>	<b>138,801</b>	<b>123,709</b>	<b>106,300</b>	<b>110,800</b>
<b>Fines and Forfeitures</b>				
351100 Dog Fines	4,667	6,986	4,000	6,000
<b>Fines and Forfeitures Total</b>	<b>4,667</b>	<b>6,986</b>	<b>4,000</b>	<b>6,000</b>
<b>Interest</b>				
361000 Investment Earnings	649	629	400	500
<b>Interest Total</b>	<b>649</b>	<b>629</b>	<b>400</b>	<b>500</b>
<b>Other Revenues</b>				
371000 Miscellaneous Income	1	0	0	100
371100 Recoveries from Collections	7,395	8,770	5,200	5,300
372000 Over and Short	40	93	100	100
373100 Special Program Donations	20,828	22,000	17,000	17,150
<b>Other Revenues Total</b>	<b>28,264</b>	<b>30,862</b>	<b>22,300</b>	<b>22,650</b>
<b>General Fund Transfers</b>				
381100 Transfer from General Fund	693,883	795,306	920,716	1,029,423
<b>General Fund Transfers Total</b>	<b>693,883</b>	<b>795,306</b>	<b>920,716</b>	<b>1,029,423</b>

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<b>230 - Dog Control</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Net Working Capital</b>				
391000 Net Working Capital Restricted	0	1,273	15,000	23,900
<b>Net Working Capital Total</b>	<b>0</b>	<b>1,273</b>	<b>15,000</b>	<b>23,900</b>
<b>Dog Control Total</b>	<b>1,208,580</b>	<b>1,305,184</b>	<b>1,441,365</b>	<b>1,565,922</b>
<b>270 - County Fair</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Intergovernmental State</b>				
332200 County Fair Subsidies	53,667	53,667	50,500	53,167
<b>Intergovernmental State Total</b>	<b>53,667</b>	<b>53,667</b>	<b>50,500</b>	<b>53,167</b>
<b>Charges for Services</b>				
341530 Gate Receipts	85,744	75,934	72,000	78,780
341540 Food Booth Fees	38,509	34,256	35,000	42,735
341550 Commercial Space Rental Fees	23,781	28,008	18,260	25,981
341555 Sponsor Fees	47,700	54,374	50,000	57,774
341560 Carnival Fees	17,523	19,659	17,000	21,532
341565 Stall Fees	4,118	2,910	3,500	2,777
341580 Camping Fees	6,900	8,295	7,500	7,700
341860 Grand Safety Station Fees	186	191	150	200
344999 Other Reimbursements	96	136	150	100
<b>Charges for Services Total</b>	<b>224,557</b>	<b>223,763</b>	<b>203,560</b>	<b>237,579</b>
<b>Interest</b>				
361000 Investment Earnings	365	686	200	700
<b>Interest Total</b>	<b>365</b>	<b>686</b>	<b>200</b>	<b>700</b>
<b>Other Revenues</b>				
371000 Miscellaneous Income	27,638	19,233	19,100	21,600
372000 Over and Short	(40)	99	100	100
373100 Special Program Donations	18,324	17,329	20,200	20,200
<b>Other Revenues Total</b>	<b>45,922</b>	<b>36,661</b>	<b>39,400</b>	<b>41,900</b>
<b>General Fund Transfers</b>				
381100 Transfer from General Fund	98,537	97,557	97,557	110,000
<b>General Fund Transfers Total</b>	<b>98,537</b>	<b>97,557</b>	<b>97,557</b>	<b>110,000</b>
<b>Net Working Capital</b>				
392000 Net Working Capital Unrestr	46,526	94,596	161,116	163,081
<b>Net Working Capital Total</b>	<b>46,526</b>	<b>94,596</b>	<b>161,116</b>	<b>163,081</b>
<b>County Fair Total</b>	<b>469,573</b>	<b>506,929</b>	<b>552,333</b>	<b>606,427</b>
<b>Community Services Grand Total</b>	<b>5,947,879</b>	<b>6,572,143</b>	<b>6,906,326</b>	<b>7,714,351</b>

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**Requirements by Fund Detail**

<b>100 - General Fund</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Personnel Services</b>				
<b>Salaries and Wages</b>				
511020 Salaries and Wages Budget Only	0	0	322	0
511110 Regular Wages	226,809	267,236	394,618	399,363
511120 Temporary Wages	25,422	0	0	0
511130 Vacation Pay	11,229	21,633	0	0
511140 Sick Pay	4,545	7,270	0	0
511150 Holiday Pay	9,843	13,121	0	0
511160 Comp Time Pay	327	549	0	0
511210 Compensation Credits	9,468	10,949	12,441	13,174
511280 Cell Phone Pay	394	403	800	800
511420 Premium Pay	336	720	2,100	4,589
511450 Premium Pay Temps	579	0	0	0
<b>Salaries and Wages Total</b>	<b>288,952</b>	<b>321,880</b>	<b>410,281</b>	<b>417,926</b>
<b>Fringe Benefits</b>				
512110 PERS	45,226	50,791	78,563	79,620
512120 401K	6,998	7,427	7,860	8,238
512130 PERS Debt Service	12,525	15,951	20,353	24,752
512200 FICA	21,462	23,675	30,291	30,987
512310 Medical Insurance	60,076	85,448	105,672	108,564
512320 Dental Insurance	5,351	8,398	10,500	10,790
512330 Group Term Life Insurance	416	609	752	756
512340 Long Term Disability Insurance	1,074	1,260	1,683	1,693
512400 Unemployment Insurance	1,153	1,185	1,505	1,526
512520 Workers Comp Insurance	149	147	197	200
512600 Wellness Program	167	231	280	280
512610 Employee Assistance Program	120	169	190	189
512700 County HSA Contributions	1,518	1,300	0	0
<b>Fringe Benefits Total</b>	<b>156,235</b>	<b>196,592</b>	<b>257,846</b>	<b>267,595</b>
<b>Personnel Services Total</b>	<b>445,187</b>	<b>518,471</b>	<b>668,127</b>	<b>685,521</b>
<b>Materials and Services</b>				
<b>Supplies</b>				
521010 Office Supplies	5,414	1,748	4,900	4,975
521110 First Aid Supplies	0	0	75	0
521190 Publications	408	14	150	370
<b>Supplies Total</b>	<b>5,822</b>	<b>1,762</b>	<b>5,125</b>	<b>5,345</b>
<b>Materials</b>				
522150 Small Office Equipment	315	3,908	5,200	4,000
522160 Small Departmental Equipment	0	686	0	0
522170 Computers Non Capital	3,809	0	2,300	2,300
522180 Software	0	1,404	3,200	2,500
<b>Materials Total</b>	<b>4,124</b>	<b>5,998</b>	<b>10,700</b>	<b>8,800</b>
<b>Communications</b>				
523010 Telephone Equipment	85	0	100	150

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<b>100 - General Fund</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Materials and Services</b>				
523040 Data Connections	1,440	1,745	1,500	1,800
523050 Postage	131	166	300	350
523060 Cellular Phones	1,353	1,219	1,100	1,500
523090 Long Distance Charges	0	0	200	100
<b>Communications Total</b>	3,009	3,130	3,200	3,900
<b>Utilities</b>				
524010 Electricity	4,267	4,437	4,604	5,014
524020 Street Light Electricity	0	3	3	3
524040 Natural Gas	43	58	41	43
524050 Water	74	84	84	74
524070 Sewer	124	185	185	164
524090 Garbage Disposal and Recycling	485	359	271	277
<b>Utilities Total</b>	4,993	5,126	5,188	5,575
<b>Contracted Services</b>				
525110 Consulting Services	0	400	500	0
525175 Temporary Staffing	0	0	0	0
525430 Programming and Data Services	79	0	0	30,000
525450 Subscription Services	250	601	700	700
525710 Printing Services	107	23	2,000	2,000
525715 Advertising	1,205	0	500	500
<b>Contracted Services Total</b>	1,641	1,024	3,700	33,200
<b>Repairs and Maintenance</b>				
526010 Office Equipment Maintenance	0	0	250	250
526021 Computer Software Maintenance	0	0	30,000	0
526030 Building Maintenance	3,951	2,339	600	1,000
<b>Repairs and Maintenance Total</b>	3,951	2,339	30,850	1,250
<b>Rentals</b>				
527120 Motor Pool Mileage	204	432	1,350	1,350
527130 Parking	63	0	50	50
527240 Condo Assn Assessments	5,270	5,095	5,583	5,227
527300 Equipment Rental	6,799	8,463	9,300	9,300
<b>Rentals Total</b>	12,335	13,990	16,283	15,927
<b>Miscellaneous</b>				
529110 Mileage Reimbursement	67	200	750	150
529120 Commercial Travel	61	435	0	1,000
529130 Meals	118	73	0	400
529140 Lodging	0	262	0	0
529210 Meetings	1,208	314	3,500	2,700
529220 Conferences	985	473	650	650
529230 Training	506	684	2,750	2,750
529300 Dues and Memberships	175	305	1,000	1,000
529590 Special Programs Other	1,038	0	0	0
529650 Pre Employment Costs	40	28	50	50

MARION COUNTY FY 2018-19 BUDGET  
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<b>100 - General Fund</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Materials and Services</b>				
529740 Fairs and Shows	0	42	300	300
529910 Awards and Recognition	198	276	100	100
529999 Miscellaneous Expense	61	166	100	100
Miscellaneous Total	4,457	3,259	9,200	9,200
<b>Materials and Services Total</b>	<b>40,332</b>	<b>36,629</b>	<b>84,246</b>	<b>83,197</b>
<b>Administrative Charges</b>				
611100 County Admin Allocation	4,254	6,327	8,808	8,686
611210 Facilities Mgt Allocation	10,903	10,883	12,228	12,008
611220 Custodial Allocation	7,855	8,253	8,931	9,304
611230 Courier Allocation	246	324	405	266
611250 Risk Management Allocation	680	674	917	1,070
611255 Benefits Allocation	1,220	1,509	1,790	1,802
611260 Human Resources Allocation	4,197	5,766	7,295	7,277
611300 Legal Services Allocation	1,546	11,734	15,916	20,078
611400 Information Tech Allocation	10,223	11,616	14,134	13,286
611410 FIMS Allocation	4,956	7,370	11,059	8,933
611420 Telecommunications Allocation	1,606	1,780	2,416	2,172
611430 Info Tech Direct Charges	0	4,202	4,865	18,395
611600 Finance Allocation	4,251	5,668	11,525	8,038
611800 MCBEE Allocation	99	421	405	558
612100 IT Equipment Use Charges	829	929	996	1,497
614100 Liability Insurance Allocation	1,400	2,000	2,100	2,700
614200 WC Insurance Allocation	1,100	1,300	1,500	1,600
<b>Administrative Charges Total</b>	<b>55,365</b>	<b>80,756</b>	<b>105,290</b>	<b>117,670</b>
<b>General Fund Total</b>	<b>540,884</b>	<b>635,856</b>	<b>857,663</b>	<b>886,388</b>
<b>160 - Community Services Grants</b>				
<b>Personnel Services</b>				
<b>Salaries and Wages</b>				
511110 Regular Wages	3,025	21,554	0	0
511130 Vacation Pay	0	1,014	0	0
511140 Sick Pay	137	1,117	0	0
511150 Holiday Pay	87	1,178	0	0
511160 Comp Time Pay	0	491	0	0
511280 Cell Phone Pay	0	187	0	0
511420 Premium Pay	0	454	0	0
<b>Salaries and Wages Total</b>	<b>3,248</b>	<b>25,994</b>	<b>0</b>	<b>0</b>
<b>Fringe Benefits</b>				
512110 PERS	599	4,834	0	0
512130 PERS Debt Service	83	553	0	0
512200 FICA	245	1,866	0	0
512310 Medical Insurance	527	8,221	0	0
512320 Dental Insurance	0	645	0	0
512330 Group Term Life Insurance	3	48	0	0

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<b>160 - Community Services Grants</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Personnel Services</b>				
512340 Long Term Disability Insurance	6	98	0	0
512400 Unemployment Insurance	13	96	0	0
512520 Workers Comp Insurance	2	15	0	0
512600 Wellness Program	1	22	0	0
512610 Employee Assistance Program	1	16	0	0
<b>Fringe Benefits Total</b>	1,481	16,411	0	0
<b>Personnel Services Total</b>	<b>4,729</b>	<b>42,406</b>	<b>0</b>	<b>0</b>
<b>Materials and Services</b>				
<b>Supplies</b>				
521010 Office Supplies	1,621	155	0	0
521070 Departmental Supplies	71	0	0	0
<b>Supplies Total</b>	1,692	155	0	0
<b>Materials</b>				
522150 Small Office Equipment	7,093	149	0	0
522170 Computers Non Capital	3,404	0	0	0
522180 Software	2,518	0	0	0
<b>Materials Total</b>	13,016	149	0	0
<b>Communications</b>				
523040 Data Connections	928	0	0	0
<b>Communications Total</b>	928	0	0	0
<b>Contracted Services</b>				
525155 Credit Card Fees	671	857	1,500	1,500
525175 Temporary Staffing	6,133	0	0	0
525330 Transportation Services	1,020	348	2,800	2,500
525430 Programming and Data Services	240	40	0	0
525440 Client Assistance	14,787	5,706	30,401	33,832
525450 Subscription Services	360	71	0	0
525710 Printing Services	948	1,130	0	0
525740 Document Disposal Services	9	0	0	0
525999 Other Contracted Services	45,214	88,523	84,742	180,838
<b>Contracted Services Total</b>	69,382	96,674	119,443	218,670
<b>Repairs and Maintenance</b>				
526021 Computer Software Maintenance	96	0	0	0
526030 Building Maintenance	630	0	0	0
<b>Repairs and Maintenance Total</b>	726	0	0	0
<b>Rentals</b>				
527130 Parking	0	5	0	0
<b>Rentals Total</b>	0	5	0	0
<b>Miscellaneous</b>				
529210 Meetings	4,700	11,666	11,500	9,620
529220 Conferences	448	0	0	0
529230 Training	2,363	139	0	0
529590 Special Programs Other	7,393	5,466	0	16,600

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<b>160 - Community Services Grants</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Materials and Services</b>				
529740 Fairs and Shows	0	300	0	0
529910 Awards and Recognition	0	136	0	0
529999 Miscellaneous Expense	2,165	2,656	3,400	8,800
Miscellaneous Total	17,069	20,362	14,900	35,020
<b>Materials and Services Total</b>	<b>102,813</b>	<b>117,345</b>	<b>134,343</b>	<b>253,690</b>
<b>Administrative Charges</b>				
611100 County Admin Allocation	0	1,243	0	743
611230 Courier Allocation	0	31	0	0
611250 Risk Management Allocation	0	62	0	0
611255 Benefits Allocation	0	145	0	0
611260 Human Resources Allocation	0	554	0	0
611400 Information Tech Allocation	0	3,885	0	2,472
611410 FIMS Allocation	0	2,474	0	1,596
611420 Telecommunications Allocation	0	593	0	372
611430 Info Tech Direct Charges	0	1,471	0	3,430
611600 Finance Allocation	0	4,389	0	3,409
611800 MCBEE Allocation	0	142	0	99
612100 IT Equipment Use Charges	0	299	0	272
614100 Liability Insurance Allocation	0	200	0	0
614200 WC Insurance Allocation	0	100	0	0
Administrative Charges Total	0	15,588	0	12,393
<b>Contingency</b>				
571010 Contingency	0	0	8,700	0
Contingency Total	0	0	8,700	0
<b>Community Services Grants Total</b>	<b>107,542</b>	<b>175,338</b>	<b>143,043</b>	<b>266,083</b>
<b>165 - Lottery and Economic Dev</b>				
	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Personnel Services</b>				
<b>Salaries and Wages</b>				
511110 Regular Wages	45,829	53,171	204,991	214,652
511130 Vacation Pay	1,412	3,305	0	0
511140 Sick Pay	1,370	2,635	0	0
511150 Holiday Pay	1,879	2,692	0	0
511280 Cell Phone Pay	181	181	0	200
Salaries and Wages Total	50,670	61,983	204,991	214,852
<b>Fringe Benefits</b>				
512110 PERS	4,192	7,436	39,563	41,428
512120 401K	0	67	3,558	2,024
512130 PERS Debt Service	3,320	5,514	10,249	12,880
512200 FICA	3,610	4,493	15,586	16,131
512310 Medical Insurance	12,476	14,376	45,288	47,088
512320 Dental Insurance	878	1,455	4,500	4,680
512330 Group Term Life Insurance	90	109	391	406
512340 Long Term Disability Insurance	228	225	874	911

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<b>165 - Lottery and Economic Dev</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Personnel Services</b>				
512400 Unemployment Insurance	202	227	758	794
512520 Workers Comp Insurance	28	28	90	90
512600 Wellness Program	35	40	120	120
512610 Employee Assistance Program	25	29	82	81
512700 County HSA Contributions	650	650	0	0
<b>Fringe Benefits Total</b>	<b>25,735</b>	<b>34,648</b>	<b>121,059</b>	<b>126,633</b>
<b>Personnel Services Total</b>	<b>76,405</b>	<b>96,631</b>	<b>326,050</b>	<b>341,485</b>
<b>Materials and Services</b>				
<b>Supplies</b>				
521010 Office Supplies	0	0	400	400
<b>Supplies Total</b>	<b>0</b>	<b>0</b>	<b>400</b>	<b>400</b>
<b>Materials</b>				
522150 Small Office Equipment	0	3,884	1,500	1,500
522170 Computers Non Capital	0	1,831	0	0
522180 Software	0	476	0	1,000
<b>Materials Total</b>	<b>0</b>	<b>6,191</b>	<b>1,500</b>	<b>2,500</b>
<b>Communications</b>				
523050 Postage	27	145	0	0
523060 Cellular Phones	0	0	2,400	2,000
<b>Communications Total</b>	<b>27</b>	<b>145</b>	<b>2,400</b>	<b>2,000</b>
<b>Contracted Services</b>				
525450 Subscription Services	0	0	0	250
525710 Printing Services	0	82	0	100
525715 Advertising	0	80	1,500	1,500
525999 Other Contracted Services	700,208	756,962	2,378,095	2,595,000
<b>Contracted Services Total</b>	<b>700,208</b>	<b>757,124</b>	<b>2,379,595</b>	<b>2,596,850</b>
<b>Rentals</b>				
527100 Vehicle Rental	0	153	0	0
527120 Motor Pool Mileage	386	400	2,000	1,000
527130 Parking	0	39	80	80
<b>Rentals Total</b>	<b>386</b>	<b>592</b>	<b>2,080</b>	<b>1,080</b>
<b>Miscellaneous</b>				
529110 Mileage Reimbursement	1,268	1,416	2,000	2,500
529120 Commercial Travel	0	0	0	3,300
529130 Meals	0	159	300	2,240
529140 Lodging	0	352	1,014	3,990
529210 Meetings	595	2,014	1,860	2,000
529220 Conferences	258	4,722	1,407	6,575
529230 Training	300	4,414	2,965	5,100
529300 Dues and Memberships	0	3,844	3,750	1,000
529590 Special Programs Other	0	312	0	0
529910 Awards and Recognition	30	0	0	0
<b>Miscellaneous Total</b>	<b>2,451</b>	<b>17,233</b>	<b>13,296</b>	<b>26,705</b>
<b>Materials and Services Total</b>	<b>703,071</b>	<b>781,284</b>	<b>2,399,271</b>	<b>2,629,535</b>



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<b>165 - Lottery and Economic Dev</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Administrative Charges</b>				
611100 County Admin Allocation	4,033	6,782	13,706	17,452
611230 Courier Allocation	56	64	130	130
611250 Risk Management Allocation	136	143	305	523
611255 Benefits Allocation	275	299	574	880
611260 Human Resources Allocation	946	1,140	2,336	3,552
611300 Legal Services Allocation	0	0	150	883
611400 Information Tech Allocation	19,964	26,273	39,473	49,128
611410 FIMS Allocation	9,643	16,853	30,991	32,706
611420 Telecommunications Allocation	3,085	4,106	6,667	8,064
611430 Info Tech Direct Charges	0	9,874	13,513	68,593
611600 Finance Allocation	25,920	35,689	55,998	58,820
611800 MCBEE Allocation	192	963	1,135	2,040
612100 IT Equipment Use Charges	1,627	2,058	2,775	5,511
614100 Liability Insurance Allocation	300	400	700	1,300
614200 WC Insurance Allocation	200	300	500	800
<b>Administrative Charges Total</b>	<b>66,377</b>	<b>104,944</b>	<b>168,953</b>	<b>250,382</b>
<b>Debt Service Principal</b>				
541100 Principal Payments	498,354	522,968	271,092	0
<b>Debt Service Principal Total</b>	<b>498,354</b>	<b>522,968</b>	<b>271,092</b>	<b>0</b>
<b>Debt Service Interest</b>				
542100 Interest Payments	53,709	29,096	4,940	0
<b>Debt Service Interest Total</b>	<b>53,709</b>	<b>29,096</b>	<b>4,940</b>	<b>0</b>
<b>Transfers Out</b>				
561305 Transfer to Land Use Planning	324,000	324,000	324,000	324,000
561310 Transfer to Parks	2,500	0	0	0
561480 Xfer to Capital Impr Projects	0	0	29,200	0
<b>Transfers Out Total</b>	<b>326,500</b>	<b>324,000</b>	<b>353,200</b>	<b>324,000</b>
<b>Contingency</b>				
571010 Contingency	0	0	388,416	438,593
<b>Contingency Total</b>	<b>0</b>	<b>0</b>	<b>388,416</b>	<b>438,593</b>
<b>Ending Fund Balance</b>				
573010 Unapprop Ending Fund Balance	0	0	0	405,536
<b>Ending Fund Balance Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>405,536</b>
<b>Lottery and Economic Dev Total</b>	<b>1,724,417</b>	<b>1,858,923</b>	<b>3,911,922</b>	<b>4,389,531</b>
<b>230 - Dog Control</b>				
	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Personnel Services</b>				
<b>Salaries and Wages</b>				
511110 Regular Wages	366,403	406,276	512,802	536,589
511130 Vacation Pay	26,630	23,532	0	0
511140 Sick Pay	15,469	14,347	0	0
511150 Holiday Pay	20,374	21,681	0	0
511160 Comp Time Pay	191	877	0	0

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<b>230 - Dog Control</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Personnel Services</b>				
511210 Compensation Credits	15,602	11,823	7,617	5,706
511240 Leave Payoff	407	7,709	0	0
511290 Health Insurance Waiver Pay	0	2,000	2,400	0
511420 Premium Pay	2,351	2,393	2,590	7,650
<b>Salaries and Wages Total</b>	<b>447,428</b>	<b>490,639</b>	<b>525,409</b>	<b>549,945</b>
<b>Fringe Benefits</b>				
512110 PERS	60,142	60,873	100,903	104,662
512120 401K	3,192	1,692	1,735	1,680
512130 PERS Debt Service	29,283	34,777	26,140	32,536
512200 FICA	33,992	36,725	39,785	41,214
512310 Medical Insurance	156,242	152,123	162,116	187,044
512320 Dental Insurance	15,095	14,980	16,500	18,590
512330 Group Term Life Insurance	792	853	973	1,015
512340 Long Term Disability Insurance	2,018	1,762	2,184	2,278
512400 Unemployment Insurance	1,794	1,802	1,934	2,007
512520 Workers Comp Insurance	296	306	360	360
512600 Wellness Program	423	435	480	480
512610 Employee Assistance Program	304	317	324	324
<b>Fringe Benefits Total</b>	<b>303,572</b>	<b>306,646</b>	<b>353,434</b>	<b>392,190</b>
<b>Personnel Services Total</b>	<b>751,000</b>	<b>797,284</b>	<b>878,843</b>	<b>942,135</b>
<b>Materials and Services</b>				
<b>Supplies</b>				
521010 Office Supplies	2,843	3,260	3,200	3,200
521030 Field Supplies	1,416	175	1,000	1,000
521050 Janitorial Supplies	10,730	10,687	15,000	11,000
521070 Departmental Supplies	5,142	4,174	6,000	14,000
521080 Food Supplies	1,947	3,115	3,000	3,500
521090 Uniforms and Clothing	1,438	1,663	1,700	2,000
521100 Medical Supplies	7,580	5,165	15,250	15,150
521120 Drugs	4,596	6,862	6,900	7,000
521140 Vaccines	7,111	12,185	12,000	13,000
521170 Educational Supplies	0	31	0	0
521190 Publications	0	0	100	100
521210 Gasoline	3,498	4,373	4,500	4,500
521300 Safety Clothing	0	0	200	200
<b>Supplies Total</b>	<b>46,301</b>	<b>51,689</b>	<b>68,850</b>	<b>74,650</b>
<b>Materials</b>				
522060 Sign Materials	446	163	200	400
522150 Small Office Equipment	1,096	2,022	1,500	1,500
522160 Small Departmental Equipment	967	2,431	500	600
522170 Computers Non Capital	0	1,378	1,100	1,000
522180 Software	0	325	0	0
<b>Materials Total</b>	<b>2,510</b>	<b>6,319</b>	<b>3,300</b>	<b>3,500</b>

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
COMMUNITY SERVICES

<b>230 - Dog Control</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Materials and Services</b>				
<b>Communications</b>				
523010 Telephone Equipment	0	49	100	100
523015 Video Security Equipment	805	0	0	0
523020 Phone and Communication Svcs	15	0	0	0
523040 Data Connections	1,921	1,920	2,600	2,000
523050 Postage	0	16	0	0
523060 Cellular Phones	901	1,730	1,900	4,200
523090 Long Distance Charges	207	238	200	200
<b>Communications Total</b>	3,848	3,954	4,800	6,500
<b>Utilities</b>				
524010 Electricity	16,070	15,587	16,505	15,955
524020 Street Light Electricity	0	0	0	7
524040 Natural Gas	6,955	6,856	6,858	7,320
524050 Water	0	0	0	6,182
524070 Sewer	0	0	0	8,690
524090 Garbage Disposal and Recycling	1,417	1,476	1,385	1,552
<b>Utilities Total</b>	24,442	23,918	24,748	39,706
<b>Contracted Services</b>				
525110 Consulting Services	0	23	0	0
525155 Credit Card Fees	3,491	4,478	8,000	8,000
525160 Wellness Services	0	12	0	0
525175 Temporary Staffing	0	0	0	5,000
525235 Laboratory Services	0	40	0	0
525305 Veterinary Services	27,774	34,699	37,000	38,150
525360 Public Works Services	0	83	0	0
525710 Printing Services	3,215	1,682	6,000	6,000
525715 Advertising	0	0	1,500	1,500
525735 Mail Services	13,944	15,699	12,500	12,500
525770 Interpreters and Translators	204	40	400	400
525999 Other Contracted Services	60,920	58,413	80,000	75,000
<b>Contracted Services Total</b>	109,547	115,168	145,400	146,550
<b>Repairs and Maintenance</b>				
526010 Office Equipment Maintenance	0	0	100	100
526014 Radio Maintenance	0	62	400	200
526030 Building Maintenance	4,563	5,867	5,000	8,500
<b>Repairs and Maintenance Total</b>	4,563	5,929	5,500	8,800
<b>Rentals</b>				
527110 Fleet Leases	15,204	14,616	14,616	14,544
527130 Parking	40	112	100	100
527300 Equipment Rental	3,628	4,501	4,000	5,000
<b>Rentals Total</b>	18,872	19,229	18,716	19,644

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
COMMUNITY SERVICES

<b>230 - Dog Control</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Materials and Services</b>				
<b>Insurance</b>				
528110 Liability Insurance Premiums	0	0	0	1,500
<b>Insurance Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,500</b>
<b>Miscellaneous</b>				
529110 Mileage Reimbursement	0	254	500	250
529120 Commercial Travel	408	624	0	2,000
529130 Meals	197	128	1,250	1,200
529140 Lodging	433	0	2,500	2,500
529210 Meetings	254	105	500	1,000
529220 Conferences	1,207	3,682	1,300	3,300
529230 Training	0	97	0	2,000
529300 Dues and Memberships	70	0	250	300
529650 Pre Employment Costs	28	254	100	100
529830 Dog Licenses	1,885	0	2,500	0
529840 Professional Licenses	175	225	500	500
529860 Permits	20	0	20	20
529999 Miscellaneous Expense	0	138	200	150
<b>Miscellaneous Total</b>	<b>4,678</b>	<b>5,507</b>	<b>9,620</b>	<b>13,320</b>
<b>Materials and Services Total</b>	<b>214,761</b>	<b>231,714</b>	<b>280,934</b>	<b>314,170</b>
<b>Administrative Charges</b>				
611100 County Admin Allocation	10,721	12,310	15,527	15,647
611210 Facilities Mgt Allocation	49,530	49,458	55,572	54,575
611230 Courier Allocation	620	617	847	544
611250 Risk Management Allocation	1,956	3,510	3,769	2,141
611255 Benefits Allocation	3,080	2,874	3,751	3,677
611260 Human Resources Allocation	10,595	10,977	15,285	14,850
611300 Legal Services Allocation	85,841	92,398	108,053	98,836
611400 Information Tech Allocation	25,731	22,897	20,150	20,701
611410 FIMS Allocation	12,470	14,766	15,787	13,771
611420 Telecommunications Allocation	4,014	3,604	3,382	3,412
611430 Info Tech Direct Charges	0	8,613	7,027	28,996
611600 Finance Allocation	15,680	14,930	15,637	15,695
611800 MCBEE Allocation	248	844	578	859
612100 IT Equipment Use Charges	2,088	1,792	1,423	2,313
614100 Liability Insurance Allocation	3,500	12,600	10,200	4,400
614200 WC Insurance Allocation	3,700	4,600	4,600	4,200
<b>Administrative Charges Total</b>	<b>229,774</b>	<b>256,790</b>	<b>281,588</b>	<b>284,617</b>
<b>Capital Outlay</b>				
534300 Special Construction	11,772	0	0	0
<b>Capital Outlay Total</b>	<b>11,772</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Ending Fund Balance</b>				
573010 Unapprop Ending Fund Balance	0	0	0	25,000
<b>Ending Fund Balance Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>25,000</b>

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
COMMUNITY SERVICES

Dog Control Total	1,207,307	1,285,788	1,441,365	1,565,922
<b>270 - County Fair</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Personnel Services</b>				
<b>Salaries and Wages</b>				
511110 Regular Wages	28,375	25,467	0	0
511120 Temporary Wages	5,180	3,226	10,378	10,539
511130 Vacation Pay	2,799	2,976	0	0
511140 Sick Pay	168	683	0	0
511150 Holiday Pay	1,534	1,461	0	0
511160 Comp Time Pay	86	0	0	0
511210 Compensation Credits	1,049	1,214	0	0
511280 Cell Phone Pay	113	116	0	0
511420 Premium Pay	598	472	0	0
511450 Premium Pay Temps	549	268	0	0
<b>Salaries and Wages Total</b>	<b>40,452</b>	<b>35,884</b>	<b>10,378</b>	<b>10,539</b>
<b>Fringe Benefits</b>				
512110 PERS	6,750	5,917	0	0
512130 PERS Debt Service	1,189	592	0	0
512200 FICA	3,037	2,671	793	806
512310 Medical Insurance	9,238	9,625	0	0
512320 Dental Insurance	987	995	0	0
512330 Group Term Life Insurance	57	59	0	0
512340 Long Term Disability Insurance	144	121	0	0
512400 Unemployment Insurance	161	132	0	0
512520 Workers Comp Insurance	23	17	30	30
512600 Wellness Program	25	25	0	0
512610 Employee Assistance Program	18	19	0	0
<b>Fringe Benefits Total</b>	<b>21,628</b>	<b>20,171</b>	<b>823</b>	<b>836</b>
<b>Personnel Services Total</b>	<b>62,080</b>	<b>56,055</b>	<b>11,201</b>	<b>11,375</b>
<b>Materials and Services</b>				
<b>Supplies</b>				
521010 Office Supplies	0	28	75	100
<b>Supplies Total</b>	<b>0</b>	<b>28</b>	<b>75</b>	<b>100</b>
<b>Materials</b>				
522180 Software	0	450	0	400
<b>Materials Total</b>	<b>0</b>	<b>450</b>	<b>0</b>	<b>400</b>
<b>Communications</b>				
523010 Telephone Equipment	0	0	75	0
523050 Postage	21	114	75	150
523090 Long Distance Charges	16	12	10	0
<b>Communications Total</b>	<b>37</b>	<b>127</b>	<b>160</b>	<b>150</b>
<b>Contracted Services</b>				
525110 Consulting Services	45,759	39,212	35,000	35,000
525155 Credit Card Fees	420	544	1,500	600
525158 Armored Car Services	53	0	250	250
525225 Ambulance Services	0	0	4,400	4,400

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
COMMUNITY SERVICES

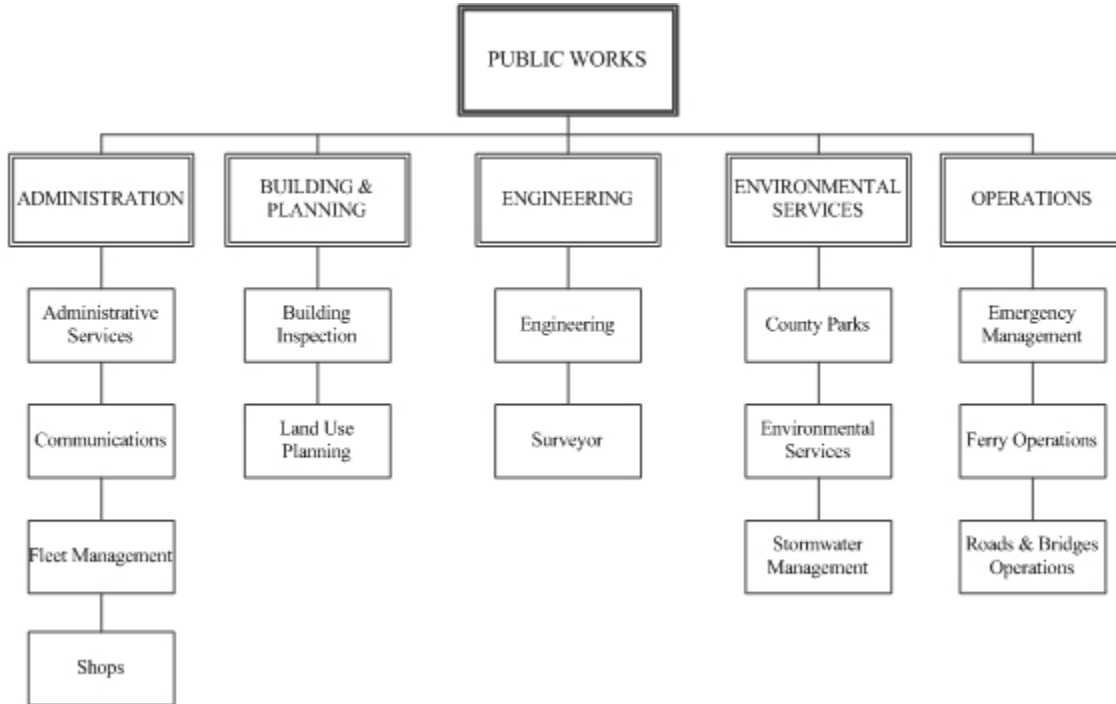
<b>270 - County Fair</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Materials and Services</b>				
525305 Veterinary Services	0	158	0	0
525350 Janitorial Services	4,600	4,600	4,700	5,300
525360 Public Works Services	2,285	0	1,789	1,300
525555 Security Services	15,407	15,510	17,500	19,000
525710 Printing Services	1,666	105	3,000	0
525715 Advertising	33,104	53,340	63,000	64,500
525910 Fair 4H Contract	12,908	14,755	11,000	12,500
525915 Fair FFA Contract	6,052	6,098	6,200	6,200
525920 Fair Open Class	230	654	2,500	1,900
525925 Fair Entertainers	64,418	45,280	77,050	71,000
525930 Fair Events and Activities	39,444	27,369	43,500	47,750
525940 Fair Talent Show	0	275	1,500	0
525945 Fair Clean Up	5,000	5,000	5,000	5,000
525999 Other Contracted Services	1,721	12,224	45,000	106,364
<b>Contracted Services Total</b>	<b>233,066</b>	<b>225,125</b>	<b>322,889</b>	<b>381,064</b>
<b>Rentals</b>				
527210 Building Rental Private	1,004	1,112	1,500	1,120
527230 Fairgrounds Rental	10,383	9,084	10,000	12,172
527231 Fairgrounds Rental in Trade	2,750	750	0	60,000
527310 Fair Equipment Rentals	37,351	21,054	42,400	52,432
<b>Rentals Total</b>	<b>51,488</b>	<b>32,001</b>	<b>53,900</b>	<b>125,724</b>
<b>Insurance</b>				
528110 Liability Insurance Premiums	5,448	5,700	5,900	5,700
528210 Public Official Bonds	950	950	1,200	2,000
<b>Insurance Total</b>	<b>6,398</b>	<b>6,650</b>	<b>7,100</b>	<b>7,700</b>
<b>Miscellaneous</b>				
529110 Mileage Reimbursement	118	14	125	100
529130 Meals	206	428	500	450
529140 Lodging	0	200	0	200
529210 Meetings	0	0	200	200
529220 Conferences	753	1,193	2,000	1,100
529300 Dues and Memberships	995	1,095	1,000	1,100
529650 Pre Employment Costs	0	0	70	0
<b>Miscellaneous Total</b>	<b>2,072</b>	<b>2,930</b>	<b>3,895</b>	<b>3,150</b>
<b>Materials and Services Total</b>	<b>293,061</b>	<b>267,311</b>	<b>388,019</b>	<b>518,288</b>
<b>Administrative Charges</b>				
611100 County Admin Allocation	1,939	2,468	2,728	3,025
611230 Courier Allocation	54	55	62	48
611250 Risk Management Allocation	109	102	102	0
611255 Benefits Allocation	272	253	271	325
611260 Human Resources Allocation	936	970	1,105	1,312
611300 Legal Services Allocation	2,373	2,239	1,984	1,135
611410 FIMS Allocation	3,849	5,144	5,189	4,740
611600 Finance Allocation	9,829	10,422	8,713	9,295

MARION COUNTY FY 2018-19 BUDGET  
 BY DEPARTMENT  
 COMMUNITY SERVICES

<b>270 - County Fair</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Administrative Charges</b>				
611800 MCBEE Allocation	76	294	190	296
614100 Liability Insurance Allocation	200	300	200	0
614200 WC Insurance Allocation	200	200	200	0
Administrative Charges Total	<b>19,837</b>	<b>22,447</b>	<b>20,744</b>	<b>20,176</b>
<b>Transfers Out</b>				
561100 Transfer to General Fund	0	0	47,557	0
Transfers Out Total	<b>0</b>	<b>0</b>	<b>47,557</b>	<b>0</b>
<b>Contingency</b>				
571010 Contingency	0	0	84,812	56,588
Contingency Total	<b>0</b>	<b>0</b>	<b>84,812</b>	<b>56,588</b>
County Fair Total	<b>374,977</b>	<b>345,813</b>	<b>552,333</b>	<b>606,427</b>
Community Services Grand Total	3,955,127	4,301,718	6,906,326	7,714,351

MARION COUNTY FY 2018-19 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.



MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
PUBLIC WORKS

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- 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.
  - 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.

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
PUBLIC WORKS

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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.

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 2018-19 BUDGET  
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PUBLIC WORKS

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**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 2018-19 BUDGET  
BY DEPARTMENT  
PUBLIC WORKS

**RESOURCE AND REQUIREMENT SUMMARY**

Public Works	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Taxes	347,208	374,695	350,000	400,000	14.3%
Licenses and Permits	3,347,617	3,217,722	2,780,000	3,237,450	16.5%
Intergovernmental Federal	3,543,205	2,314,989	6,247,228	6,018,909	-3.7%
Intergovernmental State	20,598,113	21,168,624	20,300,000	26,183,250	29.0%
Charges for Services	23,950,958	28,686,954	29,368,153	32,426,083	10.4%
Admin Cost Recovery	0	0	0	0	n.a.
Fines and Forfeitures	11	7,223	5,000	15,000	200.0%
Interest	246,606	322,739	212,520	346,726	63.1%
Other Revenues	112,013	145,063	110,468	114,338	3.5%
General Fund Transfers	553,455	569,991	1,050,982	1,160,560	10.4%
Other Fund Transfers	479,740	434,618	554,849	697,289	25.7%
Settlements	8,980	89,189	25,000	0	-100.0%
Net Working Capital	44,458,446	42,488,853	44,721,404	44,505,194	-0.5%
<b>TOTAL RESOURCES</b>	<b>97,646,351</b>	<b>99,820,661</b>	<b>105,725,604</b>	<b>115,104,799</b>	<b>8.9%</b>
<b>REQUIREMENTS</b>					
Personnel Services					
Salaries and Wages	10,586,448	11,013,261	12,862,444	13,953,397	8.5%
Fringe Benefits	5,977,152	6,016,609	7,410,946	8,234,543	11.1%
<b>Total Personnel Services</b>	<b>16,563,600</b>	<b>17,029,870</b>	<b>20,273,390</b>	<b>22,187,940</b>	<b>9.4%</b>
Materials and Services					
Supplies	961,810	1,006,633	1,277,271	784,103	-38.6%
Materials	3,177,122	3,018,976	3,843,791	4,508,238	17.3%
Communications	93,064	193,476	502,280	285,929	-43.1%
Utilities	286,885	311,629	374,270	367,721	-1.7%
Contracted Services	16,137,308	17,692,925	19,115,772	21,926,686	14.7%
Repairs and Maintenance	899,155	1,031,198	1,040,695	1,074,248	3.2%
Rentals	595,286	573,200	645,211	611,697	-5.2%
Insurance	42,272	50,023	32,500	34,500	6.2%
Miscellaneous	376,502	618,788	589,137	584,305	-0.8%
<b>Total Materials and Services</b>	<b>22,569,404</b>	<b>24,496,848</b>	<b>27,420,927</b>	<b>30,177,427</b>	<b>10.1%</b>
Administrative Charges	4,115,590	4,329,639	4,609,813	4,867,450	5.6%
Capital Outlay	9,300,232	9,100,439	14,409,007	17,011,560	18.1%
Debt Service Principal	85,000	85,000	85,000	85,000	0.0%
Debt Service Interest	3,672	5,206	6,630	5,525	-16.7%
Special Payments	2,500,000	0	0	0	n.a.
Transfers Out	20,000	52,255	51,000	34,700	-32.0%
Contingency	0	0	5,042,274	7,524,270	49.2%
Ending Fund Balance	0	0	33,827,563	33,210,927	-1.8%
<b>TOTAL REQUIREMENTS</b>	<b>55,157,498</b>	<b>55,099,257</b>	<b>105,725,604</b>	<b>115,104,799</b>	<b>8.9%</b>
<b>FTE</b>	202.40	202.00	207.00	223.00	7.7%

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
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Fund Name	<b>FUNDS</b>				% of Total
	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	
<b>RESOURCES</b>					
FND 130 Public Works	52,773,597	53,815,141	57,026,312	60,355,707	52.4%
FND 305 Land Use Planning	869,331	827,914	1,060,018	1,094,488	1.0%
FND 310 Parks	725,367	866,059	970,218	1,024,815	0.9%
FND 320 Surveyor	2,134,551	2,362,574	2,494,096	2,841,274	2.5%
FND 330 Building Inspection	4,547,071	5,265,763	5,322,300	6,059,892	5.3%
FND 510 Environmental Services	30,040,727	31,820,697	33,410,884	37,890,465	32.9%
FND 515 Stormwater Management	899,736	1,397,326	1,750,954	2,060,279	1.8%
FND 595 Fleet Management	5,655,972	3,465,186	3,690,822	3,777,879	3.3%
<b>TOTAL RESOURCES</b>	<b>97,646,351</b>	<b>99,820,661</b>	<b>105,725,604</b>	<b>115,104,799</b>	<b>100.0%</b>
<b>REQUIREMENTS</b>					
FND 130 Public Works	26,773,254	27,368,042	57,026,312	60,355,707	52.4%
FND 305 Land Use Planning	869,331	827,914	1,060,018	1,094,488	1.0%
FND 310 Parks	372,127	432,621	970,218	1,024,815	0.9%
FND 320 Surveyor	507,115	534,437	2,494,096	2,841,274	2.5%
FND 330 Building Inspection	2,291,670	2,528,463	5,322,300	6,059,892	5.3%
FND 510 Environmental Services	19,757,734	21,010,893	33,410,884	37,890,465	32.9%
FND 515 Stormwater Management	406,405	618,294	1,750,954	2,060,279	1.8%
FND 595 Fleet Management	4,179,863	1,778,593	3,690,822	3,777,879	3.3%
<b>TOTAL REQUIREMENTS</b>	<b>55,157,498</b>	<b>55,099,257</b>	<b>105,725,604</b>	<b>115,104,799</b>	<b>100.0%</b>

MARION COUNTY FY 2018-19 BUDGET  
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**PROGRAMS**

	<b>FY 15-16 ACTUAL</b>	<b>FY 16-17 ACTUAL</b>	<b>FY 17-18 BUDGET</b>	<b>FY 18-19 PROPOSED</b>	<b>+/- %</b>
<b>RESOURCES</b>					
Roads and Bridges Operations	1,815,642	1,006,265	11,749,075	13,503,687	14.9%
Emergency Management	280,299	398,916	1,037,589	740,822	-28.6%
Ferry Operations	804,368	909,183	1,753,325	2,200,495	25.5%
PW Administrative Services	44,997,514	46,981,524	21,820,068	19,538,558	-10.5%
Shops	1,110,458	1,136,639	4,561,435	3,931,049	-13.8%
Communications	38,530	61,219	1,086,257	1,078,885	-0.7%
Fleet Management	5,655,972	3,465,186	3,690,822	3,777,879	2.4%
Environmental Services	30,040,727	31,820,697	33,410,884	37,890,465	13.4%
Stormwater Management	899,736	1,397,326	1,750,954	2,060,279	17.7%
County Parks	725,367	866,059	970,218	1,024,815	5.6%
Engineering	3,726,784	3,321,395	15,018,563	19,362,211	28.9%
Surveyor	2,134,551	2,362,574	2,494,096	2,841,274	13.9%
Land Use Planning	869,331	827,914	1,060,018	1,094,488	3.3%
Building Inspection	4,547,071	5,265,763	5,322,300	6,059,892	13.9%
<b>TOTAL RESOURCES</b>	<b>97,646,351</b>	<b>99,820,661</b>	<b>105,725,604</b>	<b>115,104,799</b>	<b>8.9%</b>
<b>REQUIREMENTS</b>					
Roads and Bridges Operations	9,354,822	9,608,452	11,749,075	13,503,687	14.9%
Emergency Management	539,351	690,670	1,037,589	740,822	-28.6%
Ferry Operations	964,049	1,053,539	1,753,325	2,200,495	25.5%
PW Administrative Services	3,597,496	2,582,781	21,820,068	19,538,558	-10.5%
Shops	2,919,553	2,972,896	4,561,435	3,931,049	-13.8%
Communications	355,033	451,710	1,086,257	1,078,885	-0.7%
Fleet Management	4,179,863	1,778,593	3,690,822	3,777,879	2.4%
Environmental Services	19,757,734	21,010,893	33,410,884	37,890,465	13.4%
Stormwater Management	406,405	618,294	1,750,954	2,060,279	17.7%
County Parks	372,127	432,621	970,218	1,024,815	5.6%
Engineering	9,042,949	10,007,993	15,018,563	19,362,211	28.9%
Surveyor	507,115	534,437	2,494,096	2,841,274	13.9%
Land Use Planning	869,331	827,914	1,060,018	1,094,488	3.3%
Building Inspection	2,291,670	2,528,463	5,322,300	6,059,892	13.9%
<b>TOTAL REQUIREMENTS</b>	<b>55,157,498</b>	<b>55,099,257</b>	<b>105,725,604</b>	<b>115,104,799</b>	<b>8.9%</b>

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**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 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Intergovernmental Federal	929,552	144,695	130,000	1,248,000	860.0%
Intergovernmental State	462	0	9,322,726	9,908,787	6.3%
Charges for Services	869,831	733,920	512,700	525,400	2.5%
Admin Cost Recovery	0	0	0	500	n.a.
Fines and Forfeitures	11	7,223	5,000	15,000	200.0%
Interest	133	0	0	0	n.a.
Other Revenues	6,891	33,123	8,000	6,000	-25.0%
Settlements	8,763	87,304	0	0	n.a.
Net Working Capital	0	0	1,770,649	1,800,000	1.7%
<b>TOTAL RESOURCES</b>	<b>1,815,642</b>	<b>1,006,265</b>	<b>11,749,075</b>	<b>13,503,687</b>	<b>14.9%</b>
<b>REQUIREMENTS</b>					
Personnel Services	5,072,677	5,329,186	5,714,602	6,258,122	9.5%
Materials and Services	3,369,317	3,309,112	4,017,961	4,958,306	23.4%
Administrative Charges	912,828	970,155	987,812	1,085,159	9.9%
Capital Outlay	0	0	64,700	64,400	-0.5%
Transfers Out	0	0	0	34,700	n.a.
Contingency	0	0	964,000	1,103,000	14.4%
<b>TOTAL REQUIREMENTS</b>	<b>9,354,822</b>	<b>9,608,452</b>	<b>11,749,075</b>	<b>13,503,687</b>	<b>14.9%</b>
<b>FTE</b>	61.55	62.75	60.35	65.60	8.7%

**FTE By Position Title By Program**

<b>Program: Roads and Bridges Operations</b>	
Position Title	FTE
Crew Leader	6.00
Environmental Specialist	1.00
Ferry Operator Relief	4.80
Maintenance Worker	9.90
Medium Equipment Operator	36.90
PW Operations Division Mgr	1.00
Road Operations Supervisor	6.00
<b>Program Roads and Bridges Operations FTE Total:</b>	<b>65.60</b>

MARION COUNTY FY 2018-19 BUDGET  
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- The count does not include an increase of 2.02 FTE for a total of 15.87 FTE of temporary positions (seasonal) that are budgeted.

FTE Changes

FTE is increasing 5.25 and is inclusive of the following:

- (1) Addition - Roads Operations Supervisor - part of decision package - 1.00 FTE
- (2) Addition - Medium Equipment Operator - part of decision package - 4.00 FTE
- (3) Addition - Maintenance Worker - part of decision package - 2.00 FTE
- (4) Addition - Environmental Specialist - part of decision package - 1.00 FTE
- (5) Decrease - Safety Specialist and Dispatch Center Coordinator positions are transferred to Administrative Services to align with supervision - 1.65 FTE
- (6) Decrease - Maintenance Workers transferred to Ferry Operations to align with toll taker tasks performed for the ferries - 1.10 FTE

**Roads and Bridges Operations Program Budget Justification**

**RESOURCES**

Resources for the Roads and Bridges Operations Program consist of gas tax, Secure Rural Schools revenue, charges for striping services, and general road maintenance services. Intergovernmental Federal revenue increased due to the passage of the FY 2018 Omnibus Bill to re-authorize funding for the Secure Rural Schools of \$839,000 and the reimbursement of \$409,000 from the Federal Land Access Program (FLAP) that will be starting in June of 2019. Intergovernmental State revenue is increasing due to gas tax revenue as a result of the State of Oregon HB2017 transportation bill going into effect. Charges for Services is increasing primarily due to chip sealing the access road to North Marion Transfer Station.

**REQUIREMENTS**

Personnel Services is increasing due to the following changes:

- (1) The request for an additional 8.00 FTE positions as noted above for \$579,000.
- (2) Seasonal employees increased as noted above by 2.02 FTE for \$70,000.
- (3) Normal Personnel Services increases attributed to step increases, 1.5% COLA, and fringe benefits cost increases.

These increases were offset by the decrease of:

- (1) Transfer of a Safety Specialist and a Dispatch Center Coordinator to Administrative Services program for \$129,000.
- (2) Transfer of Maintenance Workers from Road and Bridge Operations to Ferry Operations for \$54,000.

Materials and Services is increasing due to increased purchases of liquid asphalt of \$255,000, crushed rock \$142,000, and asphalt concrete \$101,000 in order to complete an additional 10.0 production miles above FY 17-18 chip seal program. A total of 76 miles are planned for FY 18-19. An additional 18.3 miles of roads will be chip sealed under the FLAP with purchases of liquid asphalt \$100,000, crushed rock \$158,000, and transportation services by contractors for rock stock piling \$151,000.

Marion County continues to review and improve our gravel roads maintenance services. In FY 18-19 we will continue to allocate resources to respond more effectively to summer dry season issues such as wash boarding and potholes. Elements include continuing with contracted soil stabilizers on steeper slopes as well as our upgraded water tanker truck that will enhance our ability to reshape and grade dry road surfaces.

Capital Outlay for FY 18-19 is for the treatment of concrete bridge decks with a polymer overlay for \$64,400. This is the second year of a seven-year program.

Transfers Out is for the purchase of a vehicle for the newly added Roads Operations Supervisor position.



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**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 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Intergovernmental Federal	236,485	275,571	523,618	254,787	-51.3%
Intergovernmental State	0	0	0	336,046	n.a.
Charges for Services	14,583	642	6,400	0	-100.0%
Other Revenues	772	7,921	0	5,845	n.a.
General Fund Transfers	28,460	114,782	171,525	144,144	-16.0%
Net Working Capital	0	0	336,046	0	-100.0%
<b>TOTAL RESOURCES</b>	<b>280,299</b>	<b>398,916</b>	<b>1,037,589</b>	<b>740,822</b>	<b>-28.6%</b>
<b>REQUIREMENTS</b>					
Personnel Services	346,635	408,547	395,576	408,234	3.2%
Materials and Services	134,101	214,269	527,671	226,932	-57.0%
Administrative Charges	53,614	61,870	63,867	60,181	-5.8%
Capital Outlay	0	5,985	0	0	n.a.
Transfers Out	5,000	0	5,000	0	-100.0%
Contingency	0	0	45,475	45,475	0.0%
<b>TOTAL REQUIREMENTS</b>	<b>539,351</b>	<b>690,670</b>	<b>1,037,589</b>	<b>740,822</b>	<b>-28.6%</b>
<b>FTE</b>	<b>4.00</b>	<b>4.00</b>	<b>3.75</b>	<b>3.75</b>	<b>0.0%</b>

**FTE By Position Title By Program**

<b>Program: Emergency Management</b>	
Position Title	FTE
County Emergency Manager	0.75
Emergency Preparedness Coordinator	1.00
Program Coordinator I	2.00
<b>Program Emergency Management FTE Total:</b>	<b>3.75</b>

- The count does not include 0.12 FTE for temporary Emergency Preparedness Coordinator.

FTE Changes

FTE remains unchanged.

MARION COUNTY FY 2018-19 BUDGET  
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**Emergency Management Program Budget Justification**

RESOURCES

Resources for the Emergency Management Program consist primarily of Intergovernmental state revenue that is gas tax revenue. Intergovernmental Federal revenues that consist of the Emergency Management Program Grant, the State Homeland Security Program Grants and the Hazardous Material Emergency Preparedness Grants. Total Intergovernmental Federal revenues decreased as FY 18-19 grants have not been awarded. The General Fund Transfer provides general support for the program.

General Fund Transfers of \$144,144 consists of the following:

- (1) Personnel Services costs for Emergency Preparedness Coordinator - \$88,526
- (2) Emergency Management Program support - \$55,618

REQUIREMENTS

Personnel Services increased as normal Personnel Services increases attributed to step increases, 1.5% COLA, fringe benefit cost increases, and a temporary employee as mentioned above. This is offset by the Emergency Preparedness Coordinator position being vacant and budgeted at a lower step level than occupied in FY 17-18.

Materials and Services is decreasing due primarily to a reduction of available grants for the contracting of services.

No Capital Outlay is planned for FY 18-19.

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**Ferry Operations Program**

- Maintains and operates ferry boats at two locations on the Willamette River.
- Transports over 300,000 vehicles per year across the Willamette River.

**Program Summary**

Public Works	Program: Ferry Operations				+/- %
	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	
<b>RESOURCES</b>					
Intergovernmental Federal	0	36,172	547,360	861,250	57.3%
Intergovernmental State	136,741	183,553	512,465	611,845	19.4%
Charges for Services	667,013	688,968	693,500	727,400	4.9%
Other Revenues	397	490	0	0	n.a.
Settlements	217	0	0	0	n.a.
<b>TOTAL RESOURCES</b>	<b>804,368</b>	<b>909,183</b>	<b>1,753,325</b>	<b>2,200,495</b>	<b>25.5%</b>
<b>REQUIREMENTS</b>					
Personnel Services	659,454	684,507	709,348	785,421	10.7%
Materials and Services	186,319	213,712	221,438	193,415	-12.7%
Administrative Charges	118,276	115,251	117,289	135,309	15.4%
Capital Outlay	0	40,069	561,250	898,750	60.1%
Contingency	0	0	144,000	187,600	30.3%
<b>TOTAL REQUIREMENTS</b>	<b>964,049</b>	<b>1,053,539</b>	<b>1,753,325</b>	<b>2,200,495</b>	<b>25.5%</b>
<b>FTE</b>	8.30	8.30	8.30	9.40	13.3%

**FTE By Position Title By Program**

<b>Program: Ferry Operations</b>	
<b>Position Title</b>	<b>FTE</b>
Crew Leader	1.00
Ferry Operator	5.00
Ferry Operator Relief	1.20
Maintenance Worker	2.10
Medium Equipment Operator	0.10
<b>Program Ferry Operations FTE Total:</b>	<b>9.40</b>

- There are 0.46 temporary FTE not included in the regular FTE count above for a seasonal Toll Taker.

*FTE Changes*

FTE is increasing 1.10 and is inclusive of the following:

- (1) Addition - Maintenance Workers - transfer from Road Operations - align personnel to ferry Toll Taker tasks as required - 1.10 FTE

MARION COUNTY FY 2018-19 BUDGET  
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**Ferry Operations Program Budget Justification**

RESOURCES

Resources for the Ferry Program consist of gas tax, 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 increasing as the federal ferry boat grant is funding capital projects for both ferries that include public information signs, parts for the ferries, and improvements at the ferry landings. Charges for Services is increasing as ridership for both ferries has increased and there are no haul outs scheduled for this year.

REQUIREMENTS

Personnel Services is increasing due to the 1.10 FTE mentioned above and normal Personnel Services increases attributed to step increases, 1.5% COLA, and fringe benefit cost increases.

Material and Services is decreasing \$28,000 primarily due to lower maintenance on the ferries.

Capital Outlay for FY 18-19 consists of the federal ferry boat grants for the following:

- (1) Buena Vista Ferry - Phase 2 - Install 19 wireless message signs reflecting current operation of ferry - \$280,000
- (2) Buena Vista Ferry - Phase 3 - Design and construct east concrete ramp extension - \$187,000
- (3) Wheatland Ferry - Phase 1 - Purchase and installation of parts - \$20,000
- (4) Wheatland Ferry - Phase 2 - Install 15 wireless message signs reflecting current operation of ferry - \$225,000
- (5) Wheatland Ferry - Phase 3 - Construct east and west side ramp extensions - \$186,750

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**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 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Intergovernmental Federal	13,570	15,388	9,500	9,500	0.0%
Intergovernmental State	19,198,172	19,614,691	0	0	n.a.
Charges for Services	1,032,310	1,048,735	666,448	801,676	20.3%
Admin Cost Recovery	0	0	0	(516,500)	n.a.
Interest	144,017	196,025	119,020	183,576	54.2%
Other Revenues	102,306	102,342	102,143	102,143	0.0%
General Fund Transfers	4,000	4,000	4,000	4,000	0.0%
Net Working Capital	24,503,139	26,000,343	20,918,957	18,954,163	-9.4%
<b>TOTAL RESOURCES</b>	<b>44,997,514</b>	<b>46,981,524</b>	<b>21,820,068</b>	<b>19,538,558</b>	<b>-10.5%</b>
<b>REQUIREMENTS</b>					
Personnel Services	1,552,504	1,593,271	1,947,795	1,914,899	-1.7%
Materials and Services	237,507	255,214	425,425	461,409	8.5%
Administrative Charges	624,597	623,293	671,070	237,163	-64.7%
Capital Outlay	1,182,888	111,003	654,774	842,910	28.7%
Contingency	0	0	178,000	295,100	65.8%
Ending Fund Balance	0	0	17,943,004	15,787,077	-12.0%
<b>TOTAL REQUIREMENTS</b>	<b>3,597,496</b>	<b>2,582,781</b>	<b>21,820,068</b>	<b>19,538,558</b>	<b>-10.5%</b>
<b>FTE</b>	21.02	22.62	21.62	20.88	-3.4%

**FTE By Position Title By Program**

<b>Program: PW Administrative Services</b>	
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 2 (Bilingual)	1.00
Department Specialist 3	5.00
Department Specialist 4	1.00

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<b>Program: PW Administrative Services</b>	
<b>Position Title</b>	<b>FTE</b>
Dispatch Center Coordinator	1.88
Managerial Accountant	1.00
Office Manager Sr	0.69
Program Coordinator 1	1.00
Public Works Director	0.75
Safety Specialist	0.79
<b>Program PW Administrative Services FTE Total:</b>	<b>20.88</b>

- The count does not include 0.50 FTE for a temporary positions that supports safety and administration seasonal workloads.

FTE Changes

Administrative Services Program budget is decreasing 0.74 FTE and is inclusive of the following:

- (1) Decrease - Wastewater Operator 1 - transferred to Environmental Services Program to align personnel to supervisor - 2.00 FTE
- (2) Decrease - Wastewater Operator 2 - transferred to Environmental Services Program to align personnel to supervisor - 1.00 FTE
- (3) Decrease - Management Analyst 1 - transferred to Environmental Services Program to align personnel to business tasks required - 1.00 FTE
- (4) Addition - Safety Specialist - transferred from Public Works Road and Bridge Program to align personnel to supervisor - 0.79 FTE
- (5) Addition - Administrative personnel reallocated from other programs to align with tasks performed within department - 1.47 FTE
- (6) Addition - Program Coordinator 1 - 1.00 FTE

**PW Administrative Services Program Budget Justification**

**RESOURCES**

The principal revenue decrease for the Administrative Services Program is from Net Working Capital assigned to the program. General Fund dollars are to cover time spent working with cable franchise issues for the county. Charges for Services increased \$135,000 primarily due to system development fees for the Public Works Fund for \$160,000, and services to county departments for \$126,000 due to direct billing rather than allocation of personnel services. This is decreased by services to service districts for \$167,000 due to facilities personnel being transferred to the Environmental Services Fund.

Admin Cost Recovery is a new line item in the budget. In order to provide a more complete accounting of project costs within the Public Works Fund, the department is now using 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 decreased 0.74 FTE as mentioned above being offset by normal Personnel Services increases attributed to step increases, 1.5% COLA, and fringe benefit cost increases.

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Materials and Services is increasing \$36,000 primarily due to:

- (1) Safety program has been transferred to Administration Services Program from the Road and Bridge Program. Safety materials and services have increased the budget in supplies and equipment by \$8,000, vehicle leases increased \$3,000, hazardous waste material disposal for \$4,500, and safety awards for \$5,000.
- (2) Phones and data connections increased as remote shops were transferred to facilities administration from road and bridge operations for \$35,000.
- (3) Decreases in utilities of \$6,000
- (4) Decrease in other contract services by \$18,000 due primarily to a fuel tank abatement program at the old Aumsville shop being completed in FY 17-18.

Administrative Charges reflect the change in accounting for project costs within the Public Works Fund, as mentioned above. The offset is reflected as a decrease of \$516,500 under Administrative Charges.

Capital Outlay for FY 18-19 includes the following:

- (1) Silverton shop - 5 bay garage - \$317,600
- (2) Salem campus - stormwater pond upgrade - \$149,600
- (3) Salem campus - building 2 & 3 replacement design - \$165,000
- (4) Purchase asset management software - \$150,000
- (5) Salem campus - electric vehicle charging station - \$30,000
- (6) Salem campus - PGE line extension - \$30,710

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**Shops Program**

- Purchases and maintains all heavy equipment for the department.
- Maintains county pool car and light duty fleet, including the Sheriff's Office vehicles.

**Program Summary**

Public Works					Program: Shops
	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Intergovernmental Federal	0	0	18,750	0	-100.0%
Intergovernmental State	198	0	2,498,504	2,831,049	13.3%
Charges for Services	1,108,807	1,111,456	1,185,500	585,000	-50.7%
Admin Cost Recovery	0	0	0	515,000	n.a.
Other Revenues	1,454	182	0	0	n.a.
Other Fund Transfers	0	25,000	0	0	n.a.
Net Working Capital	0	0	858,681	0	-100.0%
<b>TOTAL RESOURCES</b>	<b>1,110,458</b>	<b>1,136,639</b>	<b>4,561,435</b>	<b>3,931,049</b>	<b>-13.8%</b>
<b>REQUIREMENTS</b>					
Personnel Services	1,036,294	983,368	1,148,607	1,201,992	4.6%
Materials and Services	1,192,632	1,211,722	1,560,734	823,219	-47.3%
Administrative Charges	198,920	191,531	194,288	700,838	260.7%
Capital Outlay	491,707	586,275	1,312,806	918,000	-30.1%
Contingency	0	0	345,000	287,000	-16.8%
<b>TOTAL REQUIREMENTS</b>	<b>2,919,553</b>	<b>2,972,896</b>	<b>4,561,435</b>	<b>3,931,049</b>	<b>-13.8%</b>
<b>FTE</b>	<b>14.00</b>	<b>14.00</b>	<b>14.00</b>	<b>14.00</b>	<b>0.0%</b>

**FTE By Position Title By Program**

<b>Program: Shops</b>	
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
<b>Program Shops FTE Total:</b>	<b>14.00</b>

FTE Changes

FTE remains unchanged.



MARION COUNTY FY 2018-19 BUDGET  
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**Shops Program Budget Justification**

**RESOURCES**

Resources for the Shops Program consist of gas tax and Charges for Services provided to customers, primarily other county departments. The decrease in Charges for Services is due to a change in accounting of project costs. See below under Admin Cost recovery comments. Services to other county departments revenue will now reflect only labor and a markup on materials used, with materials used costs charged against inventory. Revenue in prior years included the total cost of materials used.

Admin Cost recovery is a new line item in the budget. In order to provide a more complete accounting of project costs within the Public Works fund, the department is now using admin charge accounts to allocate the cost of internal labor and equipment usage with matching admin cost recovery amounts recorded in the originating programs and services.

**REQUIREMENTS**

Personnel Services increases are due to normal Personnel Services increases attributed to step increases, 1.5% COLA, and fringe benefit cost increases.

Materials and Services is decreasing \$738,000 primarily due to the following:

- (1) Gasoline usage - \$361,000. Expense now reflects only Public Works usage. Prior years usage was for all departments and was offset by charges for services to other departments.
- (2) Diesel usage - \$149,000. Expense now reflects only Public Works usage. Prior years usage was for all departments and was offset by charges for services to other departments.
- (3) Parts usage - \$200,000. Expense now reflects only Public Works usage. Prior years usage was for all departments and was offset by charges for services to other departments.
- (4) Tires usage - \$65,000. Expense now reflects on Public Works usage. Prior years usage was for all departments and was offset by charges for services to other departments.

Administrative Charges increase of \$505,000 is primarily due to the classification of Public Works internal labor charges of \$485,000 as part of the admin cost recovery accounting methodology referenced above.

Capital Outlay in FY 18-19 consists of the following:

- (1) Welding tool - \$6,800
- (2) Variable message board(VMB) on trailers - \$46,200
- (3) VMB for pilot vehicles, lifting cranes crew vehicle - \$54,600
- (4) Heavy equipment - \$694,700
- (5) Vegetation Work Truck - \$55,700
- (6) Fuel tank for Browns Island - \$60,000

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**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 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	
<b>RESOURCES</b>					
Intergovernmental State	0	0	1,020,357	917,279	-10.1%
Charges for Services	38,530	61,219	65,900	81,500	23.7%
Admin Cost Recovery	0	0	0	1,000	n.a.
General Fund Transfers	0	0	0	79,106	n.a.
<b>TOTAL RESOURCES</b>	<b>38,530</b>	<b>61,219</b>	<b>1,086,257</b>	<b>1,078,885</b>	<b>-0.7%</b>
<b>REQUIREMENTS</b>					
Personnel Services	282,707	305,264	434,898	415,931	-4.4%
Materials and Services	24,059	74,421	426,360	237,795	-44.2%
Administrative Charges	48,267	43,953	60,399	63,227	4.7%
Capital Outlay	0	28,071	90,600	271,732	199.9%
Contingency	0	0	74,000	90,200	21.9%
<b>TOTAL REQUIREMENTS</b>	<b>355,033</b>	<b>451,710</b>	<b>1,086,257</b>	<b>1,078,885</b>	<b>-0.7%</b>
<b>FTE</b>	3.00	3.00	4.25	4.25	0.0%

**FTE By Position Title By Program**

<b>Program: Communications</b>	
Position Title	FTE
County Emergency Manager	0.25
Electronics Technician 1 - Communications	2.00
Electronics Technician 2 - Communications	1.00
Management Analyst 2	1.00
<b>Program Communications FTE Total:</b>	<b>4.25</b>

FTE Changes

FTE unchanged

**Communications Program Budget Justification**

**RESOURCES**

Resources for the Communications Program consist of gas tax and services rendered to county departments. Intergovernmental State revenue decreased for the necessary gas tax revenues to cover related expenditures. The increase in Charges for Services is for increased support to add new radios to the Sheriff's Department replacement vehicles. The General Fund transfers increase is for the partial funding of House Mountain radio tower improvements capital project for \$79,106.

MARION COUNTY FY 2018-19 BUDGET  
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REQUIREMENTS

Personnel Services are decreasing due to the retirement of a level 3 employee that offsets normal Personnel Services increases attributed to step increases, 1.5% COLA, and fringe benefit cost increases.

Materials and Services is decreasing due to the FY 17-18 purchase and replacement of Public Works Fund radios not included in FY 18-19 for \$269,000. This is offset by increases in contract services of \$36,000 for consultants on field studies for tower placement and upgrades, and increases in supplies of \$19,000 and additional equipment of \$21,000.

Capital Outlay consists of the following:

- (1) Purchase UHF P25 repeaters - \$191,224
- (2) House Mountain improvements(Decision Package) - \$80,508

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**Fleet Management Program**

- Manages the county pool vehicle fleet of 24 vehicles.
- Manages the 266 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 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Charges for Services	1,784,130	1,903,458	1,858,229	1,917,561	3.2%
General Fund Transfers	0	0	0	57,246	n.a.
Other Fund Transfers	108,638	85,618	121,000	180,831	49.4%
Settlements	0	0	25,000	0	-100.0%
Net Working Capital	3,763,204	1,476,109	1,686,593	1,622,241	-3.8%
<b>TOTAL RESOURCES</b>	<b>5,655,972</b>	<b>3,465,186</b>	<b>3,690,822</b>	<b>3,777,879</b>	<b>2.4%</b>
<b>REQUIREMENTS</b>					
Materials and Services	418,991	466,137	452,017	495,846	9.7%
Administrative Charges	46,510	47,231	47,652	41,783	-12.3%
Capital Outlay	1,214,362	1,265,225	1,599,813	1,202,518	-24.8%
Special Payments	2,500,000	0	0	0	n.a.
Contingency	0	0	146,780	161,556	10.1%
Ending Fund Balance	0	0	1,444,560	1,876,176	29.9%
<b>TOTAL REQUIREMENTS</b>	<b>4,179,863</b>	<b>1,778,593</b>	<b>3,690,822</b>	<b>3,777,879</b>	<b>2.4%</b>

There are no positions for the selected budget.

FTE Changes

There are no FTE allocated to this program. All services are provided from the Public Works Fund and billed as a public works service in the Materials and Services section of the budget.

**Fleet Management Program Budget Justification**

**RESOURCES**

The Fleet Management Program funding comes from the vehicle lease revenues from all departments with light duty fleet vehicles and revenues for use of the pool vehicles. The lease rate for consolidated fleet vehicles is a maintained rate, but all departments need to purchase fuel. The Juvenile Department has requested two vehicles for purchase using General Fund Transfers. Other Fund Transfers include the purchase of one vehicle for Roads and Bridge Program, one vehicle for the Juvenile Department using a 4E grant, and three vehicles for enhanced public safety services for East Salem Service District (ESSD).

MARION COUNTY FY 2018-19 BUDGET  
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REQUIREMENTS

Materials and Services has increased \$44,000 primarily for vehicle maintenance and radio installation as the fleet is increasing in size.

Capital Outlay in FY 18-19 consists of the following:

- (1) Replace - 27 light duty fleet vehicles - \$919,441
- (2) Purchase - 3 vehicles for Juvenile Department - \$76,489
- (3) Purchase - 1 vehicle for new Road Ops supervisor position - \$34,700
- (4) Purchase - 1 vehicle for Community Resource unit - \$45,000
- (5) Purchase - 3 vehicles for enhanced public safety services to ESSD - \$126,888

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**Environmental Services Program**

- Manages waste flow and disposal for Marion County.
- Operates two transfer stations.
- Produces the informational publication "Waste Matters" semi-annually.
- 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 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Taxes	347,208	374,695	350,000	400,000	14.3%
Intergovernmental State	0	126,202	0	0	n.a.
Charges for Services	16,420,303	20,951,676	22,180,754	25,436,414	14.7%
Interest	77,733	84,572	70,000	120,000	71.4%
Other Revenues	1	558	325	350	7.7%
Net Working Capital	13,195,482	10,282,993	10,809,805	11,933,701	10.4%
<b>TOTAL RESOURCES</b>	<b>30,040,727</b>	<b>31,820,697</b>	<b>33,410,884</b>	<b>37,890,465</b>	<b>13.4%</b>
<b>REQUIREMENTS</b>					
Personnel Services	2,314,556	2,014,549	2,384,298	2,960,779	24.2%
Materials and Services	16,057,895	17,490,367	17,908,015	20,631,413	15.2%
Administrative Charges	1,194,182	1,305,270	1,309,916	1,250,262	-4.6%
Capital Outlay	102,429	110,500	366,900	210,550	-42.6%
Debt Service Principal	85,000	85,000	85,000	85,000	0.0%
Debt Service Interest	3,672	5,206	6,630	5,525	-16.7%
Contingency	0	0	1,958,519	3,188,439	62.8%
Ending Fund Balance	0	0	9,391,606	9,558,497	1.8%
<b>TOTAL REQUIREMENTS</b>	<b>19,757,734</b>	<b>21,010,893</b>	<b>33,410,884</b>	<b>37,890,465</b>	<b>13.4%</b>
<b>FTE</b>	28.65	25.45	25.35	31.03	22.4%

**FTE By Position Title By Program**

<b>Program: Environmental Services</b>	
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
Heavy Equipment Operator	4.00

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<b>Program: Environmental Services</b>	
<b>Position Title</b>	<b>FTE</b>
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	6.30
Waste Reduction Coordinator	1.00
Waste Reduction Coordinator (Bilingual)	3.00
Wastewater Operator 1	2.00
Wastewater Operator 2	1.00
<b>Program Environmental Services FTE Total:</b>	<b>31.03</b>

- The above table does not include a 1.00 FTE for budgeted temporary staff.

FTE Changes

FTE is increasing 5.68 FTE and is inclusive of the following changes:

- (1) Addition - Management Analyst - transfer from administration accounting based upon tasks expected to be provided - 1.00 FTE
- (2) Addition - Wastewater Operators 1 and 2 - transfer from administration facilities - to align personnel with supervisor - 3.00 FTE
- (3) Addition - Medium Equipment Operators (MEO) - adjust to business need from Heavy Equipment Operator and Maintenance Worker positions - 2.00 FTE
- (4) Addition - Scale attendant - adjust to business need - 2.00 FTE
- (5) Addition - Departmental Specialist 2 - align personnel with tasks required - 0.65 FTE
- (6) Addition - Net administrative personnel - align personnel with tasks required - 0.03 FTE
- (7) Decrease - Environmental Specialist - transfer to Stormwater Fund - 1.00 FTE
- (8) Decrease - Heavy Equipment Operator - adjust to business need, change to MEO - 1.00 FTE
- (9) Decrease - Maintenance Worker - adjust to business need, change to MEO - 1.00 FTE

**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 Brown's Island landfill. Additional revenue includes electrical revenues, metal recovery, and franchise fees. Electrical revenues are projected to increase \$70,000 based on current trends. Metal recovery revenues are increasing \$179,000 based on increased commodity rates for ferrous metals. Tip fees are increasing \$2,459,000 due to increased volume and higher rate composition at Covanta's energy from waste facility. Supplemental waste is increasing \$200,000 as the program was not budgeted in FY 17-18. Charges for Services to service districts and county departments are new as services for Management Analyst and Wastewater Operators that are now in Environmental Services Division will be billed to various departments for their services. These positions previously reported to the Administration Division of the Public Works Fund.

Projected Net Working Capital for FY 17-18 shows a \$1,123,896 increase. This is due to several factors including, record incoming trash volumes at our transfer station sites and the Brown's Island landfill; favorable ferrous metal rates; and ash disposal and leachate savings.

MARION COUNTY FY 2018-19 BUDGET  
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REQUIREMENTS

Personnel Services increases are due to the 5.68 FTE increase as mentioned above, and the normal Personnel Services increases attributed to step increases, 1.5% COLA, and fringe benefit cost increases.

Materials and Services is increasing due to several key factors:

- (1) Transfer station contract disposal expenses are budgeted to increase \$2,106,000 due to transferring volume from delivering to Covanta to Marion Resource Recovery Facility (MRRF).
- (2) Leachate disposal is budgeted to increase \$373,000. Plan is to increase disposal by 1,500,000 gallons over FY 17-18 to bring the pond level down.
- (3) Services performed by stormwater increased by \$107,000 for the 1.0 FTE Environmental Specialist chargeback.
- (4) Public Works services charges increased \$60,000 for administrative support provided by the Public Works Fund.
- (5) Other contracted services increased by \$102,000 due to increased volumes for electronics waste, fluorescent tubes, Brown's Island soil covering, and yard waste grinding.
- (6) Advertising is increasing by \$92,500 as recycle market is changing and requirements by Senate Bill 263.
- (7) Ash hauling services are decreasing by \$218,000 as ash will be diverted from Coffin Butte to the North Marion monofill for regrading during the summer months, saving on disposal and transportation costs.

Capital Outlay for FY 18-19 consists of the following:

- (1) Composting bagging machine for Brown's Island - \$30,000
- (2) Camera system for Brown's Island scale house - \$12,000
- (3) Landfill gas monitor for Brown's Island - \$11,550
- (4) Portable water tower for Brown's Island - \$50,000
- (5) Chip seal access road to North Marion Transfer Station - \$60,000
- (7) Well improvement for Brown's Island - \$23,000
- (8) Electrical improvements for Brown's Island - \$24,000



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**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, 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 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Charges for Services	853,912	899,616	969,422	1,107,582	14.3%
Interest	1,222	4,380	2,500	4,000	60.0%
Other Fund Transfers	44,602	0	0	0	n.a.
Net Working Capital	0	493,331	779,032	948,697	21.8%
<b>TOTAL RESOURCES</b>	<b>899,736</b>	<b>1,397,326</b>	<b>1,750,954</b>	<b>2,060,279</b>	<b>17.7%</b>
<b>REQUIREMENTS</b>					
Personnel Services	110,919	211,025	481,758	595,771	23.7%
Materials and Services	272,786	324,094	255,468	289,922	13.5%
Administrative Charges	0	31,066	43,155	62,314	44.4%
Capital Outlay	22,700	27,109	150,500	208,000	38.2%
Transfers Out	0	25,000	41,000	0	-100.0%
Contingency	0	0	67,500	106,500	57.8%
Ending Fund Balance	0	0	711,573	797,772	12.1%
<b>TOTAL REQUIREMENTS</b>	<b>406,405</b>	<b>618,294</b>	<b>1,750,954</b>	<b>2,060,279</b>	<b>17.7%</b>
<b>FTE</b>	<b>1.25</b>	<b>1.25</b>	<b>5.75</b>	<b>6.59</b>	<b>14.6%</b>

**FTE By Position Title By Program**

<b>Program: Stormwater Management</b>	
<b>Position Title</b>	<b>FTE</b>
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
<b>Program Stormwater Management FTE Total:</b>	<b>6.59</b>

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FTE Changes

FTE is increasing 0.84 and is inclusive of the following:

- (1) Addition - Environmental Specialist - transferred from Environmental Service Fund to align with tasks being done - 1.00 FTE
- (2) Addition - Administrative personnel - align personnel with tasks required - 0.09 FTE
- (3) Decrease - Departmental Specialist 2 - transferred to Administrative Services to align personnel with tasks required - 0.25 FTE

**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 increasing as the City of Salem will be billed for sweeping services through the Stormwater Management Program. Services were previously provided by the Public Works Roads Program. Services to county departments increased for an Environmental Specialist's work that will be billed to the Environmental Services Fund.

REQUIREMENTS

Personnel Services increases are due to the additional 0.84 FTE mentioned above, and normal Personnel Services increases attributed to step increases, 1.5% COLA, and fringe benefit cost increases.

Materials and Services is increasing \$34,000 due to an increase in supplies of \$6,000, small equipment purchases of \$10,000, computers and software purchases of \$7,000, advertising/community education of \$9,000, and \$26,000 in public works services for equipment rental and administrative personnel. Offsetting these increases will be a decrease in contractor costs for culvert inspection camera work of \$30,000.

Capital Outlay consists of the following:

- (1) Pipe camera system - \$100,000
- (2) Eldin Road culvert replacement - \$72,000
- (3) Buffalo Drive SE - manhole replacement - \$31,000
- (4) Wagon Wheel Road culvert replacement - \$5,000

Transfers out decreased as there are no planned vehicle purchases for the Stormwater Fund in FY 18-19.

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**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 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Intergovernmental Federal	20,250	74,551	0	0	n.a.
Intergovernmental State	287,393	303,803	270,000	295,000	9.3%
Charges for Services	42,280	41,380	27,000	69,000	155.6%
Interest	1,174	2,699	1,300	3,250	150.0%
Other Revenues	157	39	0	0	n.a.
General Fund Transfers	164,950	88,462	238,480	229,817	-3.6%
Other Fund Transfers	2,500	0	0	0	n.a.
Settlements	0	1,885	0	0	n.a.
Net Working Capital	206,663	353,241	433,438	427,748	-1.3%
<b>TOTAL RESOURCES</b>	<b>725,367</b>	<b>866,059</b>	<b>970,218</b>	<b>1,024,815</b>	<b>5.6%</b>
<b>REQUIREMENTS</b>					
Personnel Services	99,873	117,923	190,214	285,600	50.1%
Materials and Services	90,909	117,777	201,571	218,695	8.5%
Administrative Charges	25,083	25,924	31,770	39,635	24.8%
Capital Outlay	156,262	170,996	183,000	173,700	-5.1%
Contingency	0	0	56,000	65,000	16.1%
Ending Fund Balance	0	0	307,663	242,185	-21.3%
<b>TOTAL REQUIREMENTS</b>	<b>372,127</b>	<b>432,621</b>	<b>970,218</b>	<b>1,024,815</b>	<b>5.6%</b>
<b>FTE</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>2.06</b>	<b>106.0%</b>

**FTE By Position Title By Program**

<b>Program: County Parks</b>	
Position Title	FTE
Administrative Assistant (Confidential) (Biling)	0.03
Medium Equipment Operator - Parks	1.00
Office Manager Sr	0.03
Program Coordinator 1	1.00
<b>Program County Parks FTE Total:</b>	<b>2.06</b>

- There are 3.20 FTE summer temporary Maintenance Workers, an increase of 0.80 FTE from FY 17-18.

FTE Changes

FTE increased 1.06 and is inclusive of the following:

- (1) Addition - Medium Equipment Operator - Decision Package - 1.00 FTE
- (2) Increase - Administrative personnel - align personnel with tasks required - 0.06 FTE

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**County Parks Program Budget Justification**

**RESOURCES**

Resources for the County Parks Program consist primarily of the state recreational vehicle revenue. The increase is based on the approval of Senate Bill 1514 and is in line with the Oregon Parks and Recreations FY 18-19 projections.

Charges for Services is increasing due to the following:

- (1) System development fees \$7,500
- (2) Parking permit collections of \$25,000 on the North Fork corridor.
- (3) Services to other county departments increased \$10,000, as park employees collect parking permit funds for Public Works Fund.

General Fund Transfers of \$229,817 consists of the following:

- (1) Six temporary summer maintenance workers - \$84,504
- (2) Scotts Mills picnic shelter(Decision Package) - \$84,997
- (3) New position - Medium Equipment Operator - \$55,316
- (4) New signs - \$5,000

**REQUIREMENTS**

Personnel Services increases are due to the additional 0.80 FTE(summer temporaries) above FY 17-18 levels, the 1.06 FTE increase mention above, and the normal Personnel Services increases attributed to step increases, 1.5% COLA, and fringe benefit cost increases.

Materials and Services is increasing \$11,000 due to increased materials and supplies of \$6,000 for the additional(0.80 FTE) temporary help, contract services increase for security \$3,400, and advertising for park hosts \$5,000. This is offset by a reduction in building maintenance of \$3,500.

Capital Outlay for FY 18-19 consists of the following:

- (1) Purchase spreader - \$6,246
- (2) Denny Park Restroom and Utilities - \$82,457
- (3) Scotts Mill Picnic Shelter(Decision Package) - \$84,997

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**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 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Licenses and Permits	194,402	227,294	205,000	187,450	-8.6%
Intergovernmental Federal	2,343,348	1,768,612	5,018,000	3,645,372	-27.4%
Intergovernmental State	975,147	940,375	6,675,948	11,283,244	69.0%
Charges for Services	213,852	384,941	447,000	364,250	-18.5%
Other Revenues	35	172	0	0	n.a.
Other Fund Transfers	0	0	109,849	192,458	75.2%
Net Working Capital	0	0	2,562,766	3,689,437	44.0%
<b>TOTAL RESOURCES</b>	<b>3,726,784</b>	<b>3,321,395</b>	<b>15,018,563</b>	<b>19,362,211</b>	<b>28.9%</b>
<b>REQUIREMENTS</b>					
Personnel Services	2,211,107	2,326,384	3,368,205	3,755,311	11.5%
Materials and Services	237,484	473,153	963,999	1,189,893	23.4%
Administrative Charges	458,802	463,050	507,995	546,507	7.6%
Capital Outlay	6,120,555	6,745,406	9,418,364	12,199,500	29.5%
Transfers Out	15,000	0	5,000	0	-100.0%
Contingency	0	0	755,000	1,671,000	121.3%
<b>TOTAL REQUIREMENTS</b>	<b>9,042,949</b>	<b>10,007,993</b>	<b>15,018,563</b>	<b>19,362,211</b>	<b>28.9%</b>
<b>FTE</b>	28.11	28.11	29.11	32.11	10.3%

**FTE By Position Title By Program**

<b>Program: Engineering</b>	
Position Title	FTE
Civil Engineer	3.00
Civil Engineering Assoc 1	2.00
Civil Engineering Assoc 2	5.00
County Surveyor	0.34
Engineering Division Manager	1.00
Engineering Tech 1	2.00
Engineering Tech 2	9.00
Engineering Tech Sr	2.00
Project Engineer	5.00

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<b>Program: Engineering</b>	
<b>Position Title</b>	<b>FTE</b>
Right of Way Agent	0.98
Survey Technician 1	1.00
Survey Technician 2	0.62
Survey Technician 3	0.17
<b>Program Engineering FTE Total:</b>	<b>32.11</b>

- The count does not include 2.77 temporary FTE and consists of the following:
  - (1) Five Engineering Technician 1 - 1.43 FTE
  - (2) One Engineering Technician 2 - 0.50 FTE
  - (3) One Civil Engineering Associate 1 - 0.34 FTE
  - (4) One Engineering Technician Senior - 0.50FTE

This is a decrease from FY17-18 of 0.52 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 3.00 and is inclusive for the following:

- (1) Addition - Project Engineer - adjust to business need for current project work load - 1.00 FTE
- (2) Addition - Civil Engineering Associate 2 adjust to business need for current project work load - 1.00 FTE
- (3) Addition - Engineering Tech2 - adjust to business need for current project work load - 2.00 FTE
- (4) Decrease - Engineering Tech Senior - adjust to business need and converted to Engineering Tech 2 position 1.00 FTE

**Engineering Program Budget Justification**

**RESOURCES**

The primary resources for the Engineering Program consists of gas tax, licenses and permit fees, and grants for federally-funded projects. Total Licenses and Permits is decreasing for the county, as third parties are applying for ODOT Continuous Operation Variance Permits directly online and not through the county. Intergovernmental Federal revenues are decreasing as federal funds were exchanged for state funds for the construction of the Jefferson Marion Bridge for \$1,641,000. Intergovernmental State revenues are increasing due the Jefferson Marion Bridge funding exchange and increase in gas tax revenue. Charges for Services is decreasing as work is completing on Delaney Road for the City of Turner and there is no resurfacing for the City of Keizer. Other Fund Transfers increased due to IT Department and Health Department contributing to the construction phase of the traffic interconnect project.

**REQUIREMENTS**

Personnel Services increases are due to the additional 3.00 FTE mentioned above, and the normal Personnel Services increases attributed to step increases, 1.5% COLA, and fringe benefit cost increases.

Materials and Services increases are due primarily to engineering consulting services for \$200,000 related to traffic studies, and office equipment, field tablets and new computers for new employees \$32,000.

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) rumble strip project decreased \$750,000 from FY 17-18 are offset by increase in road resurfacing projects \$1,300,000 and bridge construction of \$2,269,000.

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Capital Outlay for FY 18-19 consists of the following:

- (1) Hayesville Drive at Portland Road to Fuhrer Street - \$284,750
- (2) Silverton Road Bridge replacement - \$1,224,000
- (3) Jefferson Marion Road Bridge replacement - \$1,666,250
- (4) All Roads Transportation Safety(ARTS) transition rumble strip -\$50,000
- (5) Lancaster Drive at Macleay Road traffic signal replacement - \$529,000
- (6) 45th Avenue NE urban upgrades -\$717,750
- (7) Delaney Road transportation enhancement - \$50,000
- (8) North Fork corridor safety upgrades - \$20,000
- (9) Champoeg Bridge damage repair - \$50,000
- (10) Wintercreek Road reconstruction - \$1,215,000
- (11) North Fork Road slide repairs - \$33,000
- (12) ARTS safety intersections - \$9,000
- (13) ARTS safety curve signing -\$10,250
- (14) Pavement preservation program - \$4,800,000
- (15) Slurry seal program - \$100,000
- (16) Bridge deck and pre chip overlay - \$350,000
- (17) Lancaster Drive at Center Street to Monroe Avenue reconstruction -\$12,000
- (18) Silverton Road and Hollywood Drive traffic signals - \$9,250
- (19) Sidewalk upgrade projects - \$100,000
- (20) Center Street north side upgrade - \$30,250
- (21) Independence bridge scour repair - \$90,250
- (22) Lancaster Drive at Cooley Drive signal replacement - \$19,000
- (23) Guardrail improvements - \$50,000
- (24) Traffic signal upgrades - \$50,000
- (25) Lancaster Road at Auburn Road signal replacement - \$11,250
- (26) Cordon Road at Hayesville Drive left turn lane - \$10,500
- (27) Cordon Road at Kale Street left turn lane - \$10,500
- (28) Cordon Road rumble strips - \$39,500
- (29) Traffic signal interconnect and fiber optics- \$658,000

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**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 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Charges for Services	550,869	619,047	555,300	585,300	5.4%
Interest	10,198	14,432	9,000	15,000	66.7%
General Fund Transfers	102,000	101,659	101,659	101,659	0.0%
Net Working Capital	1,471,483	1,627,436	1,828,137	2,139,315	17.0%
<b>TOTAL RESOURCES</b>	<b>2,134,551</b>	<b>2,362,574</b>	<b>2,494,096</b>	<b>2,841,274</b>	<b>13.9%</b>
<b>REQUIREMENTS</b>					
Personnel Services	408,229	424,516	446,692	439,342	-1.6%
Materials and Services	38,394	47,521	50,192	44,890	-10.6%
Administrative Charges	51,162	52,600	56,742	58,999	4.0%
Capital Outlay	9,330	9,800	0	0	n.a.
Contingency	0	0	49,000	50,800	3.7%
Ending Fund Balance	0	0	1,891,470	2,247,243	18.8%
<b>TOTAL REQUIREMENTS</b>	<b>507,115</b>	<b>534,437</b>	<b>2,494,096</b>	<b>2,841,274</b>	<b>13.9%</b>
<b>FTE</b>	4.06	4.06	4.06	4.07	0.2%

**FTE By Position Title By Program**

<b>Program: Surveyor</b>	
Position Title	FTE
Administrative Assistant (Confidential) (Biling)	0.02
County Surveyor	0.66
Department Specialist 2	0.03
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
<b>Program Surveyor FTE Total:</b>	<b>4.07</b>

FTE Changes

FTE increased 0.01 and is inclusive of the following:

- (1) Addition - Administrative personnel - align personnel with tasks required - 0.15 FTE
- (2) Decrease - Departmental Specialist 2 - align personnel with tasks required - 0.14 FTE



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**Surveyor Program Budget Justification**

RESOURCES

Revenues for the Surveyor Program consist primarily of corner restoration record fees, surveyor fees, and General Fund Transfers. The increase in Charges for Services is due to an increase of \$15,000 in services to county departments and \$15,000 in surveyor fees. 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 decreased as the retirement of Surveyor Manager offsets the increases in the above mentioned increase of 0.01 FTE, and normal Personnel Services increases attributed to step increases, 1.5% COLA, and fringe benefit cost increases.

Materials and Services decreased \$5,000 due to reduction in training of \$2,500 and field supplies usage for \$2,000.

No Capital Outlay planned for FY 18-19.

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**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 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Charges for Services	290,330	241,864	200,000	225,000	12.5%
Interest	956	962	700	900	28.6%
General Fund Transfers	254,045	261,088	535,318	544,588	1.7%
Other Fund Transfers	324,000	324,000	324,000	324,000	0.0%
Net Working Capital	0	0	0	0	n.a.
<b>TOTAL RESOURCES</b>	<b>869,331</b>	<b>827,914</b>	<b>1,060,018</b>	<b>1,094,488</b>	<b>3.3%</b>
<b>REQUIREMENTS</b>					
Personnel Services	620,197	593,245	731,783	733,433	0.2%
Materials and Services	61,198	63,915	74,315	61,476	-17.3%
Administrative Charges	187,936	170,754	253,920	299,579	18.0%
<b>TOTAL REQUIREMENTS</b>	<b>869,331</b>	<b>827,914</b>	<b>1,060,018</b>	<b>1,094,488</b>	<b>3.3%</b>
<b>FTE</b>	6.97	6.97	6.97	6.39	-8.3%

**FTE By Position Title By Program**

<b>Program: Land Use Planning</b>	
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
<b>Program Land Use Planning FTE Total:</b>	<b>6.39</b>

FTE Changes

FTE decreased 0.58 and is inclusive of the following:

- (1) Addition - Administrative Assistant - align personnel with tasks required -0.02 FTE
- (2) Decrease - Department Specialist 2 - align personnel with tasks required - 0.52 FTE
- (3) Decrease - Office Manager Sr. - align personnel with tasks required - 0.08 FTE

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**Land Use Planning Program Budget Justification**

RESOURCES

Resources for Land Use Planning consists primarily of planning fees, which are projected to increase in FY 18-19 based on the FY 17-18 trends. Additional resources from the General Fund Transfers and Other Fund Transfers through lottery distribution, aid in supplementing planned expenditures.

REQUIREMENTS

Personnel Services remained stable as the decreases of 0.58 FTE as described above are offset by the normal Personnel Services increases attributed to step increases, 1.5% COLA, and fringe benefit cost increases.

Material and Services decreased \$13,000 as code enforcement allocation dropped \$4,000 and mailing service decreased \$6,900 as no special mailings are planned in FY 18-19 compared to the solar farm land use code changes in FY 17-18.

Administrative Charges increased primarily due to legal services allocation.

No Capital Outlay is planned for FY 18-19.

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**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 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Licenses and Permits	3,153,215	2,990,428	2,575,000	3,050,000	18.4%
Charges for Services	64,209	31	0	0	n.a.
Interest	11,172	19,669	10,000	20,000	100.0%
Other Revenues	0	235	0	0	n.a.
Net Working Capital	1,318,475	2,255,401	2,737,300	2,989,892	9.2%
<b>TOTAL RESOURCES</b>	<b>4,547,071</b>	<b>5,265,763</b>	<b>5,322,300</b>	<b>6,059,892</b>	<b>13.9%</b>
<b>REQUIREMENTS</b>					
Personnel Services	1,848,446	2,038,084	2,319,614	2,433,105	4.9%
Materials and Services	247,811	235,433	335,761	344,216	2.5%
Administrative Charges	195,413	227,692	263,938	286,494	8.5%
Capital Outlay	0	0	6,300	21,500	241.3%
Transfers Out	0	27,255	0	0	n.a.
Contingency	0	0	259,000	272,600	5.3%
Ending Fund Balance	0	0	2,137,687	2,701,977	26.4%
<b>TOTAL REQUIREMENTS</b>	<b>2,291,670</b>	<b>2,528,463</b>	<b>5,322,300</b>	<b>6,059,892</b>	<b>13.9%</b>
<b>FTE</b>	20.49	20.49	22.49	22.87	1.7%

**FTE By Position Title By Program**

<b>Program: Building Inspection</b>	
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	1.00
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

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<b>Program: Building Inspection</b>	
<b>Position Title</b>	<b>FTE</b>
Safety Specialist	0.05
<b>Program Building Inspection FTE Total:</b>	<b>22.87</b>

- 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 increase of 0.38 and is inclusive of the following:

- (1) Addition - Onsite Wastewater Specialist 2 - 1.00 FTE
- (2) Decreased - Departmental Specialist 2 - align personnel with tasks required - 0.80 FTE
- (3) Addition - Administrative personnel - align personnel with tasks required - 0.18 FTE

**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 18-19 revenue is budgeted based on FY 17-18 trends. The subsequent increase in Net Working Capital is the reason for the Interest increase.

**REQUIREMENTS**

Personnel Services increases are due to net increase of 0.38 FTE mentioned above and normal Personnel Services increases attributed to step increases, 1.5% COLA, and fringe benefit cost increases.

Materials and Services increase of \$8,000 is due to an increase of \$22,000 for computer tablet replacements and \$28,000 in expected Public Works administrative service charges. This is offset by a decrease in other contracted services of \$20,000 for not using the building code department of the State of Oregon, reduced training for certification \$9,500, decrease in publications of \$6,000 due to the new edition of code books that came out in FY 17-18, and reduced equipment and building rentals for \$7,000.

Capital Outlay planned for FY 18-19 includes 3 handheld data collector for inspection for \$21,500.

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**KEY DEPARTMENT ACCOMPLISHMENTS**

- Planning staff worked with the legislature, planning commission and board of commissioner to adopt standards that would allow urban accessory dwelling units (living spaces placed on a property in conjunction with a residence) in urban growth boundary areas of Marion County outside city limits. This time-intensive project was initiated by the board, in part to provide affordable housing and to complement changes being made by cities in Marion County.
- Completed three roadway improvements: 1) added sidewalks and bike lanes on Delaney Road between 3rd Street and 8th Street in Turner; 2) extended the Silverton Road acceleration lane and created a right turn lane from Cordon Road to Lardon Road; 3) reconstructed the railroad crossing and installed crossing controls on St. Louis Road.
- Building Inspection had 4,567 out of 7,522 building permits applied for online through our E-permitting program and we eliminated the backlog of septic permit applications.
- Fleet services had a successful return on the surplus sale of capital assets (used vehicles), via our auction outlet (GOV DEALS). The county's used equipment sales returned approximately \$146,000 year to date this fiscal year, with an additional estimated \$40,000 by the end of this fiscal year.
- Performed effective traffic management for the 2017 Solar Eclipse event across the county road system.
- Successfully hauled out the Wheatland Ferry for Coast Guard inspection.
- Completed the removal of the unsafe trail structures at Salmon Falls Park and worked with Public Works Engineering and Road Operations divisions to complete the installation of new parking lot at North Fork Park.
- Installation of fee collection stations by Public Works bridge crew and park employees at Bear Creek, North Fork, and Salmon Falls parks, and along the whole North Fork corridor where the new parking permit fee was instituted.
- In December 2017, Environmental Services helped administer two pass-through grants. The first allowed Marion-Polk Food Share to recover 516,158 pounds of food from retail stores within Marion County. The second allowed The Northwest Hub to introduce a bicycle recycling receptacle at SKRTS. From this receptacle, they were able to recover 29,670 pounds of bicycles and bicycle parts. From the material collected, 858 bicycles were reclaimed and of that 524 were made available to low income and homeless people in our area or sold at a lower cost.
- Provided 300 feet of urban storm water channel bank stabilization affecting 11 homes near 45th Avenue NE, Salem and installed 3 conflict manholes relieving persistent localized flooding affecting 20 homes and traffic on 46th Avenue SE, Salem.

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**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 are 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 \$155,000 per mile for 10-15 year life.

<b>FY 14-15 Actual</b>	<b>FY 15-16 Actual</b>	<b>FY 16-17 Actual</b>	<b>FY 17-18 Estimate</b>	<b>FY 18-19 Estimate</b>
\$154,675	\$165,224	\$161,928	\$170,000	\$175,000

**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.

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**# 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.

**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 2015 Actual	CY 2016 Actual	CY 2017 Actual	CY 2018 Estimate	CY 2019 Estimate
10.60	21.08	17.39	24.00	30.00

**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.



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**# 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. There are many other factors as well, but we start here.

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.

<b>CY 2015 Actual</b>	<b>CY 2016 Actual</b>	<b>CY 2017 Actual</b>	<b>CY 2018 Estimate</b>	<b>CY 2019 Estimate</b>
67	67	67	66	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.

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**# 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

<b>FY 14-15 Actual</b>	<b>FY 15-16 Actual</b>	<b>FY 16-17 Actual</b>	<b>FY 17-18 Estimate</b>	<b>FY 18-19 Estimate</b>
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 Wipper Road Bridge, the Marion Creek Bridge, and the Pudding River Bridge on Silverton Road, which should have a positive impact on our bridge sufficiency rating.

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**# 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.

**Data Units Calendar Year**

Number of permits issued.

<b>CY 2015 Actual</b>	<b>CY 2016 Actual</b>	<b>CY 2017 Actual</b>	<b>CY 2018 Estimate</b>	<b>CY 2019 Estimate</b>
Building = 7,230 Motor carrier = 23,663	Building = 7,135 Motor carrier = 23,426	Building = 7,796 Motor carrier = 21,087	Building = 7,950 Motor carrier = 21,000	Building = 8,200 Motor carrier = 21,000

**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 have been on the rise but projections are flat as online applications reduce the county involvement for permits.

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**# 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 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.

<b>CY 2015 Actual</b>	<b>CY 2016 Actual</b>	<b>CY 2017 Actual</b>	<b>CY 2018 Estimate</b>	<b>CY 2019 Estimate</b>
59.7%	52.0%	47.4%	48.0%	50.0%

**Explanation of Trends and Changes**

The recovery rate has 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 slight decrease in Marion County's overall percentage of recycling. Recycle markets are being impacted by the changes in China, and it can be expected that a decrease in the recycle rate will continue for a couple of years.

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**# 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

<b>CY 2015 Actual</b>	<b>CY 2016 Actual</b>	<b>CY 2017 Actual</b>	<b>CY 2018 Estimate</b>	<b>CY 2019 Estimate</b>
Community Emergency Response Team - 6,544 hours	Community Emergency Response Team - 11,790 hours	Community Emergency Response Team - 17,060 hours	Community Emergency Response Team - 20,472 hours	Community Emergency Response Team - 24,566 hours
Medical Reserve Corps - 3,063 hours	Medical Reserve Corps - 1,750 hours	Medical Reserve Corps - 3,356 hours	Medical Reserve Corps - 4,027 hours	Medical Reserve Corps - 4,832 hours
Amateur Radio Emergency Services - 2,876 hours	Amateur Radio Emergency Services - 3,440 hours	Amateur Radio emergency Services - 3,509 hours	Amateur Radio Emergency Services - 4,210 hours	Amateur Radio Emergency Services - 5,052 hours

**Explanation of Trends and Changes**

Last year Marion County Emergency Management Program benefited from 23,925 total volunteer hours, compared to 16,980 hours in 2016. Due to increased program focus, this increased number of volunteer hours is expected to continue primarily in the Community Emergency Response Team(CERT).

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**# 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 2015 Actual	CY 2016 Actual	CY 2017 Actual	CY 2018 Estimate	CY 2019 Estimate
131,576 customers	142,141 customers	155,164 customers	170,680 customers	187,748 customers

Transfer stations tonnage

CY 2015 Actual	CY 2016 Actual	CY 2017 Actual	CY 2018 Estimate	CY 2019 Estimate
48,040 tons	56,143 tons	62,685 tons	68,954 tons	75,849 tons

Brown's Island cubic yards

CY 2015 Actual	CY 2016 Actual	CY 2017 Actual	CY 2018 Estimate	CY 2019 Estimate
50,056 cubic yards	52,442 cubic yards	63,550 cubic yards	69,905 cubic yards	76,896 cubic yards

**Explanation of Trends and Changes**

Increasing growth in Marion County is increasing waste generation. Forecast is continued growth. Changes in China's waste policies will impact the quantity and quality of waste delivered to our transfer stations.

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**# 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**

<b>FY 14-15 Actual</b>	<b>FY 15-16 Actual</b>	<b>FY 16-17 Actual</b>	<b>FY 17-18 Estimate</b>	<b>FY 18-19 Estimate</b>
Community webpage visits: 1,983	Community webpage visits: 2,187	Community webpage visits: 17,500	Community webpage visits: 18,000	Community webpage visits: 18,750
Miles swept: 1,917	Miles swept: 1,041	Miles swept: 1,288	Miles swept: 1,300	Miles swept: 1,400
Catch basins cleaned: 653	Catch basins cleaned: 900	Catch basins cleaned: 1058	Catch basins cleaned: 1,060	Catch basins cleaned: 1,070

**Explanation of Trends and Changes**

With the start of the new Stormwater Management Program in FY 15-16, all areas of activity for community outreach, street sweeping and catch basin cleaning are expected to increase.

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**Resources by Fund Detail**

<b>130 - Public Works</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Licenses and Permits</b>				
323020 Construction Plan Reviews	10,883	29,376	30,000	30,000
324010 Driveway Permits	10,329	11,522	9,000	12,000
324020 Right Of Way Permits	18,950	18,709	16,000	18,000
324060 Removal Agreements	1,560	1,877	0	1,200
324070 Road Closure Permits	450	750	0	750
324080 Event and Film Permits	4,000	4,000	0	2,500
324090 Sign Permits	125	125	0	0
324100 Transportation Permits	1,312	1,576	2,000	500
324110 Single Trip Permits	23,112	27,984	25,000	25,000
324120 COVP Transp Permits County	55,543	60,750	75,000	50,000
324130 COVP Transp Permits Other	66,861	69,456	47,000	47,000
324140 Non COVP State Permits	1,277	1,169	1,000	500
<b>Licenses and Permits Total</b>	<b>194,402</b>	<b>227,294</b>	<b>205,000</b>	<b>187,450</b>
<b>Intergovernmental Federal</b>				
331001 Payment in Lieu of Taxes	13,570	15,388	9,500	9,500
331010 Secure Rural Schools Title I	929,552	0	0	839,000
331014 US Dept of Agriculture	0	154,077	0	0
331015 USDA Forest Service	0	144,695	130,000	0
331030 US Dept of Transportation	0	0	0	409,000
331211 Oregon State Police	0	23,642	57,122	13,500
331212 Oregon Health Authority	0	21,373	58,110	0
331227 Emergency Management Grant	230,769	156,806	152,064	160,000
331228 Oregon Military Department	0	73,750	260,072	81,287
331229 Oregon Dept of Transportation	0	1,645,892	5,205,360	4,473,622
331990 Other Federal Revenues	2,349,064	4,815	375,000	33,000
<b>Intergovernmental Federal Total</b>	<b>3,522,955</b>	<b>2,240,438</b>	<b>6,247,228</b>	<b>6,018,909</b>
<b>Intergovernmental State</b>				
332013 Gas Tax	19,198,172	19,614,691	19,100,000	23,244,500
332090 ODOT STP Exchange Revenues	940,000	940,000	782,000	821,000
332990 Other State Revenues	172,548	183,928	148,000	1,822,750
<b>Intergovernmental State Total</b>	<b>20,310,720</b>	<b>20,738,619</b>	<b>20,030,000</b>	<b>25,888,250</b>
<b>Charges for Services</b>				
341120 Road Vacation Fees	0	0	2,500	5,000
341290 Site Plan Review Fees	1,735	2,084	1,500	7,000
341430 Copy Machine Fees	198	49	175	175
341460 Fax Fees	2	11	10	10
341520 System Development Charges	643,539	603,042	290,000	450,000
341670 Surveyor Fees	0	2,500	0	0
341950 Retail Sales	2,763	1,294	2,500	3,400
342100 Building Rentals	195,212	202,942	154,603	171,032
342200 Property Leases	1,200	2,420	2,400	2,448
342310 Parking Permits	0	4,300	0	14,250
342510 Wheatland Ferry Tolls	564,404	579,841	570,000	600,000



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<b>130 - Public Works</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Charges for Services</b>				
342520 Buena Vista Ferry Tolls	70,504	54,474	67,000	70,000
344300 Restitution	221	1,468	0	0
344800 EAIP Reimbursement	6,400	0	6,400	0
344999 Other Reimbursements	392,992	29,964	26,100	27,600
345100 Sale of Capital Assets	0	32,100	14,000	5,000
345300 Surplus Property Sales	70,078	1,447	0	0
345400 Document Fees	0	4	10	0
347001 PW Services to Counties	66,425	147,241	147,500	167,500
347002 PW Services to Cities	363,077	586,241	705,600	547,800
347003 PW Services to Svc Districts	194,393	233,255	276,950	111,500
347004 PW Services to Other Agencies	45,094	159,261	64,800	69,000
347005 PW Services to County Depts	1,326,686	1,385,946	1,245,400	833,511
<b>Charges for Services Total</b>	<b>3,944,925</b>	<b>4,029,882</b>	<b>3,577,448</b>	<b>3,085,226</b>
<b>Admin Cost Recovery</b>				
440010 PW Internal Labor Charges	0	0	0	0
440110 PW Capital Labor Charges	0	0	0	0
<b>Admin Cost Recovery Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Fines and Forfeitures</b>				
351500 Weighmaster Fines	11	7,223	5,000	15,000
<b>Fines and Forfeitures Total</b>	<b>11</b>	<b>7,223</b>	<b>5,000</b>	<b>15,000</b>
<b>Interest</b>				
361000 Investment Earnings	138,678	189,173	110,650	176,200
364100 Interfund Loan Interest	5,472	6,852	8,370	7,376
<b>Interest Total</b>	<b>144,150</b>	<b>196,025</b>	<b>119,020</b>	<b>183,576</b>
<b>Other Revenues</b>				
371000 Miscellaneous Income	8,533	33,521	8,000	6,000
372000 Over and Short	406	622	0	0
373100 Special Program Donations	772	7,945	0	5,845
374300 Interfund Loan Principal	102,143	102,143	102,143	102,143
<b>Other Revenues Total</b>	<b>111,854</b>	<b>144,231</b>	<b>110,143</b>	<b>113,988</b>
<b>General Fund Transfers</b>				
381100 Transfer from General Fund	32,460	118,782	175,525	227,250
<b>General Fund Transfers Total</b>	<b>32,460</b>	<b>118,782</b>	<b>175,525</b>	<b>227,250</b>
<b>Other Fund Transfers</b>				
381190 Transfer from Health	0	0	35,719	54,872
381480 Xfr from Capital Impr Projects	0	0	74,130	137,586
381515 Xfr from Stormwater Management	0	25,000	0	0
<b>Other Fund Transfers Total</b>	<b>0</b>	<b>25,000</b>	<b>109,849</b>	<b>192,458</b>
<b>Settlements</b>				
382100 Settlements	8,980	87,304	0	0
<b>Settlements Total</b>	<b>8,980</b>	<b>87,304</b>	<b>0</b>	<b>0</b>

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<b>130 - Public Works</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Net Working Capital</b>				
392000 Net Working Capital Unrestr	24,503,139	26,000,343	26,447,099	24,443,600
<b>Net Working Capital Total</b>	<b>24,503,139</b>	<b>26,000,343</b>	<b>26,447,099</b>	<b>24,443,600</b>
<b>Public Works Total</b>	<b>52,773,597</b>	<b>53,815,141</b>	<b>57,026,312</b>	<b>60,355,707</b>
<b>305 - Land Use Planning</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Charges for Services</b>				
341140 Planning Fees	290,330	241,864	200,000	225,000
<b>Charges for Services Total</b>	<b>290,330</b>	<b>241,864</b>	<b>200,000</b>	<b>225,000</b>
<b>Interest</b>				
361000 Investment Earnings	956	962	700	900
<b>Interest Total</b>	<b>956</b>	<b>962</b>	<b>700</b>	<b>900</b>
<b>General Fund Transfers</b>				
381100 Transfer from General Fund	254,045	261,088	535,318	544,588
<b>General Fund Transfers Total</b>	<b>254,045</b>	<b>261,088</b>	<b>535,318</b>	<b>544,588</b>
<b>Other Fund Transfers</b>				
381165 Xfr from Lottery and Econ Dev	324,000	324,000	324,000	324,000
<b>Other Fund Transfers Total</b>	<b>324,000</b>	<b>324,000</b>	<b>324,000</b>	<b>324,000</b>
<b>Net Working Capital</b>				
391000 Net Working Capital Restricted	1,090	1,090	0	0
392000 Net Working Capital Unrestr	(1,090)	(1,090)	0	0
<b>Net Working Capital Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Land Use Planning Total</b>	<b>869,331</b>	<b>827,914</b>	<b>1,060,018</b>	<b>1,094,488</b>
<b>310 - Parks</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Intergovernmental Federal</b>				
331015 USDA Forest Service	0	39,000	0	0
331990 Other Federal Revenues	20,250	35,551	0	0
<b>Intergovernmental Federal Total</b>	<b>20,250</b>	<b>74,551</b>	<b>0</b>	<b>0</b>
<b>Intergovernmental State</b>				
332018 RV Parks Apportionment	287,393	303,803	270,000	295,000
<b>Intergovernmental State Total</b>	<b>287,393</b>	<b>303,803</b>	<b>270,000</b>	<b>295,000</b>
<b>Charges for Services</b>				
341520 System Development Charges	16,213	26,634	17,500	25,000
341580 Camping Fees	7,503	8,907	9,500	9,000
342310 Parking Permits	0	2,360	0	25,000
344999 Other Reimbursements	18,563	0	0	0
347003 PW Services to Svc Districts	0	182	0	0
347005 PW Services to County Depts	0	3,296	0	10,000
<b>Charges for Services Total</b>	<b>42,280</b>	<b>41,380</b>	<b>27,000</b>	<b>69,000</b>
<b>Interest</b>				
361000 Investment Earnings	1,174	2,699	1,300	3,250
<b>Interest Total</b>	<b>1,174</b>	<b>2,699</b>	<b>1,300</b>	<b>3,250</b>

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<b>310 - Parks</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Other Revenues</b>				
372000 Over and Short	157	39	0	0
<b>Other Revenues Total</b>	<b>157</b>	<b>39</b>	<b>0</b>	<b>0</b>
<b>General Fund Transfers</b>				
381100 Transfer from General Fund	164,950	88,462	238,480	229,817
<b>General Fund Transfers Total</b>	<b>164,950</b>	<b>88,462</b>	<b>238,480</b>	<b>229,817</b>
<b>Other Fund Transfers</b>				
381165 Xfr from Lottery and Econ Dev	2,500	0	0	0
<b>Other Fund Transfers Total</b>	<b>2,500</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Settlements</b>				
382100 Settlements	0	1,885	0	0
<b>Settlements Total</b>	<b>0</b>	<b>1,885</b>	<b>0</b>	<b>0</b>
<b>Net Working Capital</b>				
392000 Net Working Capital Unrestr	206,663	353,241	433,438	427,748
<b>Net Working Capital Total</b>	<b>206,663</b>	<b>353,241</b>	<b>433,438</b>	<b>427,748</b>
<b>Parks Total</b>	<b>725,367</b>	<b>866,059</b>	<b>970,218</b>	<b>1,024,815</b>
<b>320 - Surveyor</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Charges for Services</b>				
341110 Corner Restoration Record Fees	436,516	473,917	460,000	460,000
341430 Copy Machine Fees	1,855	267	300	300
341670 Surveyor Fees	87,695	123,731	95,000	110,000
344999 Other Reimbursements	23,175	0	0	0
347003 PW Services to Svc Districts	199	0	0	0
347005 PW Services to County Depts	1,430	21,132	0	15,000
<b>Charges for Services Total</b>	<b>550,869</b>	<b>619,047</b>	<b>555,300</b>	<b>585,300</b>
<b>Interest</b>				
361000 Investment Earnings	10,198	14,432	9,000	15,000
<b>Interest Total</b>	<b>10,198</b>	<b>14,432</b>	<b>9,000</b>	<b>15,000</b>
<b>General Fund Transfers</b>				
381100 Transfer from General Fund	102,000	101,659	101,659	101,659
<b>General Fund Transfers Total</b>	<b>102,000</b>	<b>101,659</b>	<b>101,659</b>	<b>101,659</b>
<b>Net Working Capital</b>				
392000 Net Working Capital Unrestr	1,471,483	1,627,436	1,828,137	2,139,315
<b>Net Working Capital Total</b>	<b>1,471,483</b>	<b>1,627,436</b>	<b>1,828,137</b>	<b>2,139,315</b>
<b>Surveyor Total</b>	<b>2,134,551</b>	<b>2,362,574</b>	<b>2,494,096</b>	<b>2,841,274</b>
<b>330 - Building Inspection</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Licenses and Permits</b>				
323010 Structural Permits	3,153,215	2,990,428	2,575,000	3,050,000
<b>Licenses and Permits Total</b>	<b>3,153,215</b>	<b>2,990,428</b>	<b>2,575,000</b>	<b>3,050,000</b>

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<b>330 - Building Inspection</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Charges for Services</b>				
344999 Other Reimbursements	64,209	31	0	0
<b>Charges for Services Total</b>	<b>64,209</b>	<b>31</b>	<b>0</b>	<b>0</b>
<b>Interest</b>				
361000 Investment Earnings	11,172	19,669	10,000	20,000
<b>Interest Total</b>	<b>11,172</b>	<b>19,669</b>	<b>10,000</b>	<b>20,000</b>
<b>Other Revenues</b>				
372000 Over and Short	0	235	0	0
<b>Other Revenues Total</b>	<b>0</b>	<b>235</b>	<b>0</b>	<b>0</b>
<b>Net Working Capital</b>				
392000 Net Working Capital Unrestr	1,318,475	2,255,401	2,737,300	2,989,892
<b>Net Working Capital Total</b>	<b>1,318,475</b>	<b>2,255,401</b>	<b>2,737,300</b>	<b>2,989,892</b>
<b>Building Inspection Total</b>	<b>4,547,071</b>	<b>5,265,763</b>	<b>5,322,300</b>	<b>6,059,892</b>
<b>510 - Environmental Services</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Taxes</b>				
312110 Franchise Fees Trash Collect	347,208	374,695	350,000	400,000
<b>Taxes Total</b>	<b>347,208</b>	<b>374,695</b>	<b>350,000</b>	<b>400,000</b>
<b>Intergovernmental State</b>				
332087 OR Dept Environmental Quality	0	126,202	0	0
<b>Intergovernmental State Total</b>	<b>0</b>	<b>126,202</b>	<b>0</b>	<b>0</b>
<b>Charges for Services</b>				
341490 Ferrous Metal Fees	287,681	328,533	180,000	359,100
341500 Electricity Generation Fees	1,443,321	1,470,239	1,530,000	1,600,000
342200 Property Leases	36,299	36,174	36,299	36,299
342610 Browns Island Tipping Fees	481,955	655,305	605,070	772,200
342620 Waste to Energy Tipping Fees	8,564,007	9,886,520	11,836,510	12,893,216
342640 N Marion Tipping Fees	1,244,980	1,558,905	1,368,075	1,718,009
342650 SKRTS Tipping Fees	3,982,109	4,946,220	4,593,450	5,646,654
342660 Browns Island Composting Fees	44,938	74,432	81,350	82,935
342672 Medical Waste Blue Bin Fees	0	760,210	915,000	988,131
342673 Medical Waste Gray Bin Fees	0	508,181	915,000	843,337
342674 WTEF Supplemental Waste Fees	0	233,786	0	200,000
342675 WTEF Suppl Waste Environ Fees	0	12,675	0	0
342690 Other Tipping Fees	93,550	290,993	10,000	0
342695 Paint Recycling Fees	80,217	15,247	0	0
344999 Other Reimbursements	159,180	172,889	110,000	97,500
347001 PW Services to Counties	127	0	0	0
347003 PW Services to Svc Districts	0	360	0	178,823
347005 PW Services to County Depts	1,940	1,006	0	20,210
<b>Charges for Services Total</b>	<b>16,420,303</b>	<b>20,951,676</b>	<b>22,180,754</b>	<b>25,436,414</b>

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<b>510 - Environmental Services</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Interest</b>				
361000 Investment Earnings	77,733	84,572	70,000	120,000
<b>Interest Total</b>	<b>77,733</b>	<b>84,572</b>	<b>70,000</b>	<b>120,000</b>
<b>Other Revenues</b>				
371100 Recoveries from Collections	370	558	325	350
372000 Over and Short	(368)	0	0	0
<b>Other Revenues Total</b>	<b>1</b>	<b>558</b>	<b>325</b>	<b>350</b>
<b>Net Working Capital</b>				
392000 Net Working Capital Unrestr	13,195,482	10,282,993	10,809,805	11,933,701
<b>Net Working Capital Total</b>	<b>13,195,482</b>	<b>10,282,993</b>	<b>10,809,805</b>	<b>11,933,701</b>
<b>Environmental Services Total</b>	<b>30,040,727</b>	<b>31,820,697</b>	<b>33,410,884</b>	<b>37,890,465</b>
<b>515 - Stormwater Management</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Charges for Services</b>				
342551 Stormwater Commercial Fees	113,049	105,412	124,053	124,053
342552 Stormwater SF Residential Fees	408,135	392,392	408,190	408,190
342553 Stormwater MF Residential Fees	88,986	85,521	102,334	102,334
344999 Other Reimbursements	0	220	0	0
347002 PW Services to Cities	0	660	0	23,000
347003 PW Services to Svc Districts	0	63,348	81,629	83,260
347005 PW Services to County Depts	243,741	252,061	253,216	366,745
<b>Charges for Services Total</b>	<b>853,912</b>	<b>899,616</b>	<b>969,422</b>	<b>1,107,582</b>
<b>Interest</b>				
361000 Investment Earnings	1,222	4,380	2,500	4,000
<b>Interest Total</b>	<b>1,222</b>	<b>4,380</b>	<b>2,500</b>	<b>4,000</b>
<b>Other Fund Transfers</b>				
381531 Transfer from East Salem SD	44,602	0	0	0
<b>Other Fund Transfers Total</b>	<b>44,602</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Net Working Capital</b>				
392000 Net Working Capital Unrestr	0	493,331	779,032	948,697
<b>Net Working Capital Total</b>	<b>0</b>	<b>493,331</b>	<b>779,032</b>	<b>948,697</b>
<b>Stormwater Management Total</b>	<b>899,736</b>	<b>1,397,326</b>	<b>1,750,954</b>	<b>2,060,279</b>
<b>595 - Fleet Management</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Charges for Services</b>				
342200 Property Leases	34,076	26,232	13,536	0
342400 Fleet Rentals	1,625,535	1,656,058	1,640,011	1,736,061
342410 Motor Pool Mileage Charges	47,855	43,706	44,682	48,000
345100 Sale of Capital Assets	0	174,605	160,000	133,500
345300 Surplus Property Sales	76,665	0	0	0
347004 PW Services to Other Agencies	0	2,857	0	0
<b>Charges for Services Total</b>	<b>1,784,130</b>	<b>1,903,458</b>	<b>1,858,229</b>	<b>1,917,561</b>

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<b>595 - Fleet Management</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>General Fund Transfers</b>				
381100 Transfer from General Fund	0	0	0	57,246
<b>General Fund Transfers Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>57,246</b>
<b>Other Fund Transfers</b>				
381125 Transfer from Juvenile Grants	30,859	0	0	19,243
381130 Transfer from Public Works	0	0	0	34,700
381190 Transfer from Health	0	53,448	80,000	0
381245 Xfr from Public Safety ESSD	0	0	0	126,888
381255 Xfr from Traffic Safety Team	77,779	4,915	0	0
381330 Transfer from Building Insp	0	27,255	0	0
381515 Xfr from Stormwater Management	0	0	41,000	0
<b>Other Fund Transfers Total</b>	<b>108,638</b>	<b>85,618</b>	<b>121,000</b>	<b>180,831</b>
<b>Settlements</b>				
382100 Settlements	0	0	25,000	0
<b>Settlements Total</b>	<b>0</b>	<b>0</b>	<b>25,000</b>	<b>0</b>
<b>Net Working Capital</b>				
392000 Net Working Capital Unrestr	3,763,204	1,476,109	1,686,593	1,622,241
<b>Net Working Capital Total</b>	<b>3,763,204</b>	<b>1,476,109</b>	<b>1,686,593</b>	<b>1,622,241</b>
<b>Fleet Management Total</b>	<b>5,655,972</b>	<b>3,465,186</b>	<b>3,690,822</b>	<b>3,777,879</b>
<b>Public Works Grand Total</b>	<b>97,646,351</b>	<b>99,820,661</b>	<b>105,725,604</b>	<b>115,104,799</b>

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**Requirements by Fund Detail**

<b>130 - Public Works</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Personnel Services</b>				
<b>Salaries and Wages</b>				
511110 Regular Wages	5,502,176	5,693,533	7,734,117	8,227,155
511120 Temporary Wages	282,744	408,711	633,807	694,100
511130 Vacation Pay	364,578	376,040	0	0
511140 Sick Pay	216,540	234,940	0	0
511150 Holiday Pay	279,421	314,443	0	0
511160 Comp Time Pay	93,972	104,831	0	350
511180 Differential Pay	2,762	2,742	0	0
511210 Compensation Credits	180,856	177,462	169,325	160,470
511220 Pager Pay	37,037	35,614	39,000	39,000
511240 Leave Payoff	56,331	54,580	0	0
511290 Health Insurance Waiver Pay	9,041	9,960	9,600	12,000
511420 Premium Pay	81,483	90,748	122,804	131,442
511450 Premium Pay Temps	7,614	12,512	9,800	28,200
<b>Salaries and Wages Total</b>	<b>7,114,554</b>	<b>7,516,116</b>	<b>8,718,453</b>	<b>9,292,717</b>
<b>Fringe Benefits</b>				
512110 PERS	1,030,893	1,066,486	1,527,229	1,621,117
512120 401K	42,294	47,460	53,251	56,441
512130 PERS Debt Service	385,736	386,370	395,662	503,987
512200 FICA	539,408	569,546	653,194	695,169
512310 Medical Insurance	1,768,727	1,779,111	2,073,894	2,240,453
512320 Dental Insurance	180,504	176,319	206,070	222,672
512330 Group Term Life Insurance	11,782	12,255	14,689	15,561
512340 Long Term Disability Insurance	29,878	25,122	32,944	34,884
512400 Unemployment Insurance	28,472	27,786	29,277	31,080
512520 Workers Comp Insurance	4,071	3,781	5,026	5,371
512600 Wellness Program	5,000	4,898	5,576	6,002
512610 Employee Assistance Program	3,591	3,577	3,766	4,056
512700 County HSA Contributions	16,468	11,700	0	10,400
<b>Fringe Benefits Total</b>	<b>4,046,825</b>	<b>4,114,412</b>	<b>5,000,578</b>	<b>5,447,193</b>
<b>Personnel Services Total</b>	<b>11,161,380</b>	<b>11,630,528</b>	<b>13,719,031</b>	<b>14,739,910</b>
<b>Materials and Services</b>				
<b>Supplies</b>				
521010 Office Supplies	11,445	11,181	10,768	11,201
521030 Field Supplies	41,115	55,774	39,551	27,713
521050 Janitorial Supplies	6,530	6,891	2,400	2,250
521060 Electrical Supplies	1,017	28	1,750	18,300
521070 Departmental Supplies	39,846	37,145	41,695	46,238
521080 Food Supplies	1,178	1,089	1,300	1,900
521090 Uniforms and Clothing	500	655	950	650
521100 Medical Supplies	0	0	1,500	0
521110 First Aid Supplies	486	459	475	0
521190 Publications	523	898	1,715	1,365

MARION COUNTY FY 2018-19 BUDGET  
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<b>130 - Public Works</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Materials and Services</b>				
521210 Gasoline	429,898	433,107	544,434	163,576
521220 Diesel	230,715	255,538	352,950	204,700
521230 Propane	1,570	1,484	5,300	7,800
521240 Automotive Supplies	27,394	6,000	43,600	22,800
521241 Oil and Lubricants	0	35,482	5,800	18,700
521300 Safety Clothing	23,319	17,959	22,625	29,520
521310 Safety Equipment	29,584	25,724	30,430	52,200
<b>Supplies Total</b>	<b>845,121</b>	<b>889,413</b>	<b>1,107,243</b>	<b>608,913</b>

**Materials**

522010 Liquid Asphalt	695,348	852,803	1,130,580	1,485,220
522020 Crushed Rock	397,828	380,743	458,850	798,725
522030 Pipe	18,452	13,032	25,000	25,000
522050 Bridge Materials	23,248	28,340	36,280	26,980
522060 Sign Materials	132,870	55,704	97,380	89,880
522070 Paint	662,872	685,180	709,400	704,800
522080 Building Materials	4,312	4,782	16,800	20,100
522090 Chemical Sprays	62,165	40,744	53,000	53,000
522100 Parts	412,603	289,289	454,850	231,500
522110 Batteries	8,303	7,670	12,850	12,500
522120 Tires and Accessories	96,146	127,770	140,000	75,000
522140 Small Tools	10,020	11,028	20,790	35,100
522150 Small Office Equipment	10,844	16,432	13,342	17,970
522160 Small Departmental Equipment	19,801	10,818	34,530	50,838
522170 Computers Non Capital	7,583	16,773	17,029	65,005
522180 Software	8,940	14,194	23,650	27,550
522190 Asphalt Concrete	522,096	379,553	479,445	615,137
522240 Deicer	7,359	10,386	34,400	31,970
<b>Materials Total</b>	<b>3,100,790</b>	<b>2,945,239</b>	<b>3,758,176</b>	<b>4,366,275</b>

**Communications**

523010 Telephone Equipment	96	110	0	0
523020 Phone and Communication Svcs	23,245	23,304	26,600	33,834
523040 Data Connections	8,033	11,844	12,500	19,780
523050 Postage	171	250	945	415
523060 Cellular Phones	19,843	21,380	35,180	27,170
523090 Long Distance Charges	1,481	1,131	855	600
523100 Radios and Accessories	14,173	53,131	393,500	124,100
<b>Communications Total</b>	<b>67,041</b>	<b>111,150</b>	<b>469,580</b>	<b>205,899</b>

**Utilities**

524010 Electricity	149,085	155,002	188,100	182,000
524020 Street Light Electricity	28,220	28,180	29,600	29,750
524030 Traffic Signal Electricity	31,368	30,174	32,800	32,700
524040 Natural Gas	27,677	35,974	30,000	35,000
524050 Water	2,149	1,834	2,200	1,858
524070 Sewer	547	768	575	1,956



MARION COUNTY FY 2018-19 BUDGET  
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PUBLIC WORKS

<b>130 - Public Works</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Materials and Services</b>				
524090 Garbage Disposal and Recycling	12,564	13,380	14,745	16,757
<b>Utilities Total</b>	251,608	265,312	298,020	300,021
<b>Contracted Services</b>				
525110 Consulting Services	0	0	0	100,000
525155 Credit Card Fees	6,270	7,060	7,875	8,275
525158 Armored Car Services	6,893	6,421	11,520	11,220
525235 Laboratory Services	10,577	13,460	18,680	16,730
525310 Laundry Services	1,622	1,820	1,700	2,000
525320 Food Services	0	0	0	750
525355 Engineering Services	4,200	6,300	114,400	341,100
525360 Public Works Services	29,683	(162,241)	5,300	39,910
525365 Striping Services	0	0	100,000	100,000
525370 Stormwater Services	130,996	127,499	128,784	133,000
525405 Code Enforcement Services	19,110	37,162	45,318	49,948
525410 Dispatch Services	33,800	34,814	34,500	35,000
525450 Subscription Services	47	98	0	0
525555 Security Services	706	1,106	870	120
525710 Printing Services	3,251	4,059	4,940	5,015
525715 Advertising	1,774	2,546	4,725	4,975
525735 Mail Services	8,553	9,130	9,100	9,100
525740 Document Disposal Services	150	180	270	360
525862 Tire Hauling Services	255	430	375	325
525870 Hazardous Waste Disposal	33,337	31,421	30,500	55,500
525999 Other Contracted Services	113,478	494,343	1,185,294	923,687
<b>Contracted Services Total</b>	404,703	615,609	1,704,151	1,837,015
<b>Repairs and Maintenance</b>				
526011 Dept Equipment Maintenance	15,188	12,383	13,425	16,375
526012 Vehicle Maintenance	129,768	348,305	142,350	156,470
526013 Ferry Maintenance	19,114	39,407	0	(38,000)
526014 Radio Maintenance	626	3,274	1,910	4,670
526020 Computer Hardware Maintenance	5,130	5,199	5,800	3,400
526021 Computer Software Maintenance	18,293	17,486	40,985	39,387
526030 Building Maintenance	26,121	33,495	51,500	50,000
526031 Elevator Maintenance	100	0	0	0
526032 Roof Maintenance	336	0	8,000	5,000
526040 Remodels and Site Improvements	5,027	5,455	0	0
526050 Grounds Maintenance	3,205	309	1,750	7,500
526060 Traffic Signal Maintenance	48,368	21,785	39,850	35,200
526062 Sewer Maintenance	0	0	5,000	5,000
526070 Road Maintenance	0	0	1,200	900

MARION COUNTY FY 2018-19 BUDGET  
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PUBLIC WORKS

<b>130 - Public Works</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Materials and Services</b>				
526080 Bridge Maintenance	198	0	0	0
<b>Repairs and Maintenance Total</b>	<b>271,474</b>	<b>487,099</b>	<b>311,770</b>	<b>285,902</b>
<b>Rentals</b>				
527100 Vehicle Rental	807	885	1,125	925
527110 Fleet Leases	262,571	258,133	278,552	273,936
527120 Motor Pool Mileage	6,682	8,628	8,195	7,935
527130 Parking	0	50	0	0
527140 County Parking	660	660	660	660
527200 Building Rental County	14,764	14,898	13,060	12,482
527210 Building Rental Private	0	30	0	0
527300 Equipment Rental	54,306	31,683	49,228	43,354
<b>Rentals Total</b>	<b>339,790</b>	<b>314,967</b>	<b>350,820</b>	<b>339,292</b>
<b>Insurance</b>				
528110 Liability Insurance Premiums	33,727	33,477	32,000	34,000
528415 Auto Claims	8,509	13,488	500	500
<b>Insurance Total</b>	<b>42,236</b>	<b>46,965</b>	<b>32,500</b>	<b>34,500</b>
<b>Miscellaneous</b>				
529110 Mileage Reimbursement	2,568	2,131	3,127	2,952
529120 Commercial Travel	976	4,153	3,700	5,000
529130 Meals	3,063	4,175	12,326	7,095
529140 Lodging	9,886	13,116	15,320	15,054
529210 Meetings	622	2,154	1,695	4,020
529220 Conferences	8,551	10,615	12,725	14,333
529230 Training	11,742	13,539	24,520	23,835
529300 Dues and Memberships	11,602	11,490	13,445	13,495
529650 Pre Employment Costs	1,548	1,384	2,520	3,000
529740 Fairs and Shows	362	173	0	100
529820 Vehicle Registration	260	30	500	118
529840 Professional Licenses	1,732	4,411	3,950	5,250
529860 Permits	2,216	3,154	11,050	11,350
529880 Recording Charges	1,744	1,515	1,600	900
529910 Awards and Recognition	1,786	3,766	4,850	6,650
529999 Miscellaneous Expense	0	42	0	0
<b>Miscellaneous Total</b>	<b>58,657</b>	<b>75,848</b>	<b>111,328</b>	<b>113,152</b>
<b>Materials and Services Total</b>	<b>5,381,421</b>	<b>5,751,603</b>	<b>8,143,588</b>	<b>8,090,969</b>
<b>Administrative Charges</b>				
611100 County Admin Allocation	171,448	202,912	222,090	240,124
611210 Facilities Mgt Allocation	163,213	162,978	183,123	289,821
611220 Custodial Allocation	140,719	148,037	160,200	171,143
611230 Courier Allocation	8,712	8,837	9,990	7,048
611250 Risk Management Allocation	87,566	60,799	62,095	64,964
611255 Benefits Allocation	43,260	41,129	44,250	47,683
611260 Human Resources Allocation	148,830	157,113	180,294	192,584

MARION COUNTY FY 2018-19 BUDGET  
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PUBLIC WORKS

<b>130 - Public Works</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Administrative Charges</b>				
611300 Legal Services Allocation	49,484	42,441	50,448	48,301
611400 Information Tech Allocation	321,484	346,053	389,693	413,524
611410 FIMS Allocation	232,939	285,706	284,414	258,400
611420 Telecommunications Allocation	26,159	25,638	34,060	30,148
611430 Info Tech Direct Charges	402,945	386,966	401,066	400,958
611600 Finance Allocation	258,267	249,262	286,906	313,805
611800 MCBEE Allocation	4,633	16,323	10,415	16,119
612100 IT Equipment Use Charges	33,345	37,010	39,877	72,862
614100 Liability Insurance Allocation	123,400	153,699	117,399	164,700
614200 WC Insurance Allocation	198,900	144,199	126,400	96,200
640010 PW Internal Labor Charges	0	0	0	0
640110 PW Capital Labor Charges	0	0	0	0
<b>Administrative Charges Total</b>	<b>2,415,304</b>	<b>2,469,102</b>	<b>2,602,720</b>	<b>2,828,384</b>
<b>Capital Outlay</b>				
531100 Office Equipment Capital	2,332	0	0	0
531300 Departmental Equipment Capital	196,858	163,345	138,375	107,600
531700 Computer Software Capital	0	5,985	7,000	0
532200 Pickups and Trucks	16,700	0	0	0
532400 Off Road Vehicles	0	0	18,750	0
532500 Road Maintenance Vehicles	280,900	572,777	1,246,281	750,400
532600 Ferries	0	40,069	561,250	898,750
533110 Road Resurfacing	2,926,558	3,970,475	3,600,000	4,900,000
533170 Road Construction	3,045,715	2,236,183	2,654,500	2,442,750
533180 Safety Improvements	29,460	39,490	954,250	199,750
533200 Traffic Signals	26,709	56,481	1,091,364	1,276,500
533500 Bridge Construction	65,750	191,361	1,175,950	3,444,900
534150 Building Acquisitions	447,809	0	0	0
534600 Site Improvements	471,038	148,931	654,774	1,174,642
535110 Right of Way	21,279	91,713	0	0
535200 Purchased Land	264,040	0	0	0
<b>Capital Outlay Total</b>	<b>7,795,149</b>	<b>7,516,809</b>	<b>12,102,494</b>	<b>15,195,292</b>
<b>Transfers Out</b>				
561480 Xfer to Capital Impr Projects	20,000	0	10,000	0
561595 Transfer to Fleet Management	0	0	0	34,700
<b>Transfers Out Total</b>	<b>20,000</b>	<b>0</b>	<b>10,000</b>	<b>34,700</b>
<b>Contingency</b>				
571010 Contingency	0	0	2,505,475	3,679,375
<b>Contingency Total</b>	<b>0</b>	<b>0</b>	<b>2,505,475</b>	<b>3,679,375</b>
<b>Ending Fund Balance</b>				
573010 Unapprop Ending Fund Balance	0	0	17,943,004	15,787,077
<b>Ending Fund Balance Total</b>	<b>0</b>	<b>0</b>	<b>17,943,004</b>	<b>15,787,077</b>
<b>Public Works Total</b>	<b>26,773,254</b>	<b>27,368,042</b>	<b>57,026,312</b>	<b>60,355,707</b>

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<b>305 - Land Use Planning</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Personnel Services</b>				
<b>Salaries and Wages</b>				
511110 Regular Wages	315,259	304,094	447,834	447,312
511130 Vacation Pay	37,254	31,086	0	0
511140 Sick Pay	14,274	15,203	0	0
511150 Holiday Pay	16,607	17,786	0	0
511160 Comp Time Pay	1,303	1,995	0	0
511210 Compensation Credits	15,965	14,897	13,347	13,594
511240 Leave Payoff	3,003	3,244	0	0
511290 Health Insurance Waiver Pay	44	61	0	0
511420 Premium Pay	0	14	0	0
<b>Salaries and Wages Total</b>	<b>403,709</b>	<b>388,380</b>	<b>461,181</b>	<b>460,906</b>
<b>Fringe Benefits</b>				
512110 PERS	73,580	70,530	89,007	88,955
512120 401K	1,018	802	768	998
512130 PERS Debt Service	10,924	8,153	23,060	27,655
512200 FICA	31,001	30,025	35,280	35,250
512310 Medical Insurance	83,919	80,445	106,730	101,868
512320 Dental Insurance	8,695	8,223	10,605	10,124
512330 Group Term Life Insurance	724	686	852	846
512340 Long Term Disability Insurance	1,830	1,417	1,910	1,896
512400 Unemployment Insurance	1,629	1,463	1,706	1,706
512520 Workers Comp Insurance	163	140	210	193
512600 Wellness Program	236	220	283	260
512610 Employee Assistance Program	169	161	191	176
512700 County HSA Contributions	2,600	2,600	0	2,600
<b>Fringe Benefits Total</b>	<b>216,488</b>	<b>204,865</b>	<b>270,602</b>	<b>272,527</b>
<b>Personnel Services Total</b>	<b>620,197</b>	<b>593,245</b>	<b>731,783</b>	<b>733,433</b>
<b>Materials and Services</b>				
<b>Supplies</b>				
521010 Office Supplies	1,156	1,807	1,725	1,975
521190 Publications	50	525	50	50
<b>Supplies Total</b>	<b>1,206</b>	<b>2,332</b>	<b>1,775</b>	<b>2,025</b>
<b>Materials</b>				
522150 Small Office Equipment	1,426	1,193	500	500
522170 Computers Non Capital	202	0	0	0
<b>Materials Total</b>	<b>1,629</b>	<b>1,193</b>	<b>500</b>	<b>500</b>
<b>Communications</b>				
523090 Long Distance Charges	146	180	150	150
<b>Communications Total</b>	<b>146</b>	<b>180</b>	<b>150</b>	<b>150</b>
<b>Contracted Services</b>				
525110 Consulting Services	6,300	5,975	5,000	5,500
525360 Public Works Services	0	0	0	1,550
525405 Code Enforcement Services	20,531	24,082	28,597	24,356
525510 Legal Services	0	1,491	500	0

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<b>305 - Land Use Planning</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Materials and Services</b>				
525710 Printing Services	166	23	2,100	200
525715 Advertising	2,970	1,662	2,000	2,400
525735 Mail Services	3,643	2,912	9,900	3,000
525740 Document Disposal Services	11	0	0	15
<b>Contracted Services Total</b>	<b>33,621</b>	<b>36,146</b>	<b>48,097</b>	<b>37,021</b>
<b>Rentals</b>				
527120 Motor Pool Mileage	825	699	700	600
527200 Building Rental County	18,160	18,325	16,064	15,353
527300 Equipment Rental	4,669	4,853	5,979	4,527
<b>Rentals Total</b>	<b>23,654</b>	<b>23,877</b>	<b>22,743</b>	<b>20,480</b>
<b>Miscellaneous</b>				
529110 Mileage Reimbursement	0	41	0	150
529230 Training	400	95	500	250
529300 Dues and Memberships	450	0	450	800
529880 Recording Charges	92	51	100	100
<b>Miscellaneous Total</b>	<b>942</b>	<b>187</b>	<b>1,050</b>	<b>1,300</b>
<b>Materials and Services Total</b>	<b>61,198</b>	<b>63,915</b>	<b>74,315</b>	<b>61,476</b>
<b>Administrative Charges</b>				
611100 County Admin Allocation	8,782	9,247	10,998	10,482
611230 Courier Allocation	536	474	613	358
611250 Risk Management Allocation	1,249	1,000	1,146	1,195
611255 Benefits Allocation	2,661	2,204	2,714	2,420
611260 Human Resources Allocation	9,155	8,419	11,060	9,777
611300 Legal Services Allocation	112,258	96,907	170,447	218,763
611400 Information Tech Allocation	13,014	13,013	14,935	15,132
611410 FIMS Allocation	9,438	10,783	10,825	9,452
611420 Telecommunications Allocation	1,056	958	1,304	1,117
611430 Info Tech Direct Charges	16,377	14,706	15,405	14,654
611600 Finance Allocation	7,272	6,133	8,046	8,186
611800 MCBEE Allocation	187	616	397	590
612100 IT Equipment Use Charges	1,351	1,394	1,530	2,653
614100 Liability Insurance Allocation	2,600	3,000	2,600	3,000
614200 WC Insurance Allocation	2,000	1,900	1,900	1,800
<b>Administrative Charges Total</b>	<b>187,936</b>	<b>170,754</b>	<b>253,920</b>	<b>299,579</b>
<b>Land Use Planning Total</b>	<b>869,331</b>	<b>827,914</b>	<b>1,060,018</b>	<b>1,094,488</b>
<b>310 - Parks</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Personnel Services</b>				
<b>Salaries and Wages</b>				
511110 Regular Wages	46,938	48,486	59,305	95,755
511120 Temporary Wages	9,716	20,169	77,142	104,448
511130 Vacation Pay	2,386	4,714	0	0
511140 Sick Pay	1,724	2,355	0	0
511150 Holiday Pay	2,826	3,148	0	0

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<b>310 - Parks</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Personnel Services</b>				
511210 Compensation Credits	2,140	2,258	2,281	2,385
511420 Premium Pay	0	0	8,445	1,256
511450 Premium Pay Temps	226	636	0	8,756
<b>Salaries and Wages Total</b>	65,956	81,767	147,173	212,600
<b>Fringe Benefits</b>				
512110 PERS	6,587	7,232	11,886	18,941
512120 401K	0	0	0	55
512130 PERS Debt Service	5,222	5,404	3,079	5,888
512200 FICA	5,015	6,182	10,609	15,493
512310 Medical Insurance	14,889	15,192	15,096	28,410
512320 Dental Insurance	1,465	1,400	1,500	2,824
512330 Group Term Life Insurance	104	108	113	181
512340 Long Term Disability Insurance	263	224	253	405
512400 Unemployment Insurance	263	299	228	363
512520 Workers Comp Insurance	41	46	210	302
512600 Wellness Program	40	40	40	82
512610 Employee Assistance Program	29	29	27	56
<b>Fringe Benefits Total</b>	33,917	36,156	43,041	73,000
<b>Personnel Services Total</b>	<b>99,873</b>	<b>117,923</b>	<b>190,214</b>	<b>285,600</b>
<b>Materials and Services</b>				
<b>Supplies</b>				
521010 Office Supplies	86	238	102	87
521030 Field Supplies	46	3,103	2,000	4,000
521050 Janitorial Supplies	0	1,190	2,000	0
521210 Gasoline	4,476	3,617	7,000	10,500
521240 Automotive Supplies	38	54	0	250
521300 Safety Clothing	83	921	3,000	5,000
<b>Supplies Total</b>	4,728	9,123	14,102	19,837
<b>Materials</b>				
522020 Crushed Rock	0	5,025	3,000	0
522080 Building Materials	0	0	1,000	0
522090 Chemical Sprays	32	0	0	0
522100 Parts	2,111	25	0	0
522120 Tires and Accessories	30	0	0	0
522140 Small Tools	0	485	1,000	500
522160 Small Departmental Equipment	0	0	0	1,500
<b>Materials Total</b>	2,174	5,535	5,000	2,000
<b>Communications</b>				
523060 Cellular Phones	240	283	1,100	300
523090 Long Distance Charges	7	7	10	10
<b>Communications Total</b>	246	290	1,110	310
<b>Utilities</b>				
524010 Electricity	1,364	1,339	1,600	1,500
524020 Street Light Electricity	2,502	2,349	2,800	2,400

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<b>310 - Parks</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Materials and Services</b>				
524090 Garbage Disposal and Recycling	1,937	3,704	3,000	8,000
<b>Utilities Total</b>	5,802	7,392	7,400	11,900
<b>Contracted Services</b>				
525235 Laboratory Services	475	220	600	750
525360 Public Works Services	8,974	26,356	44,500	52,025
525555 Security Services	8,010	13,335	11,580	15,000
525710 Printing Services	0	1,660	3,000	3,000
525715 Advertising	0	0	0	5,000
525735 Mail Services	10	30	0	150
525999 Other Contracted Services	3,958	5,890	8,850	9,850
<b>Contracted Services Total</b>	21,428	47,491	68,530	85,775
<b>Repairs and Maintenance</b>				
526011 Dept Equipment Maintenance	714	1,842	4,000	4,000
526012 Vehicle Maintenance	304	389	500	500
526014 Radio Maintenance	0	92	0	0
526030 Building Maintenance	790	1,595	14,500	11,000
526055 Park Maintenance	38,694	28,060	60,000	60,000
<b>Repairs and Maintenance Total</b>	40,502	31,978	79,000	75,500
<b>Rentals</b>				
527110 Fleet Leases	11,436	11,473	18,780	15,858
527120 Motor Pool Mileage	71	192	250	50
527200 Building Rental County	3,551	3,583	3,141	3,002
527300 Equipment Rental	207	48	208	63
<b>Rentals Total</b>	15,265	15,296	22,379	18,973
<b>Insurance</b>				
528415 Auto Claims	0	335	0	0
<b>Insurance Total</b>	0	335	0	0
<b>Miscellaneous</b>				
529110 Mileage Reimbursement	79	0	200	200
529130 Meals	0	0	300	300
529140 Lodging	0	0	1,000	1,000
529210 Meetings	24	99	0	250
529220 Conferences	410	18	500	600
529230 Training	0	0	650	650
529300 Dues and Memberships	100	70	500	500
529650 Pre Employment Costs	0	0	750	750
529860 Permits	150	150	150	150
<b>Miscellaneous Total</b>	763	337	4,050	4,400
<b>Materials and Services Total</b>	<b>90,909</b>	<b>117,777</b>	<b>201,571</b>	<b>218,695</b>
<b>Administrative Charges</b>				
611100 County Admin Allocation	1,710	2,149	2,625	3,876

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
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<b>310 - Parks</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Administrative Charges</b>				
611230 Courier Allocation	72	72	91	101
611250 Risk Management Allocation	544	285	484	598
611255 Benefits Allocation	358	332	402	680
611260 Human Resources Allocation	1,234	1,268	1,641	2,747
611300 Legal Services Allocation	4,229	3,166	3,566	2,536
611400 Information Tech Allocation	3,887	4,618	5,567	7,412
611410 FIMS Allocation	2,731	3,726	4,113	4,651
611420 Telecommunications Allocation	296	319	483	558
611430 Info Tech Direct Charges	4,852	5,042	5,946	7,171
611600 Finance Allocation	2,717	2,836	4,233	5,322
611800 MCBEE Allocation	54	213	150	290
612100 IT Equipment Use Charges	399	498	569	1,293
614100 Liability Insurance Allocation	1,700	1,100	1,600	1,900
614200 WC Insurance Allocation	300	300	300	500
<b>Administrative Charges Total</b>	<b>25,083</b>	<b>25,924</b>	<b>31,770</b>	<b>39,635</b>
<b>Capital Outlay</b>				
531300 Departmental Equipment Capital	84,396	0	20,000	6,246
532400 Off Road Vehicles	0	9,611	0	0
534600 Site Improvements	71,866	161,385	163,000	167,454
<b>Capital Outlay Total</b>	<b>156,262</b>	<b>170,996</b>	<b>183,000</b>	<b>173,700</b>
<b>Contingency</b>				
571010 Contingency	0	0	56,000	65,000
<b>Contingency Total</b>	<b>0</b>	<b>0</b>	<b>56,000</b>	<b>65,000</b>
<b>Ending Fund Balance</b>				
573010 Unapprop Ending Fund Balance	0	0	307,663	242,185
<b>Ending Fund Balance Total</b>	<b>0</b>	<b>0</b>	<b>307,663</b>	<b>242,185</b>
<b>Parks Total</b>	<b>372,127</b>	<b>432,621</b>	<b>970,218</b>	<b>1,024,815</b>
<b>320 - Surveyor</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Personnel Services</b>				
<b>Salaries and Wages</b>				
511110 Regular Wages	214,698	226,243	276,373	270,106
511130 Vacation Pay	20,041	20,574	0	0
511140 Sick Pay	9,873	8,840	0	0
511150 Holiday Pay	10,490	11,667	0	0
511210 Compensation Credits	7,326	7,235	7,412	4,143
511240 Leave Payoff	1,126	167	0	0
<b>Salaries and Wages Total</b>	<b>263,554</b>	<b>274,724</b>	<b>283,785</b>	<b>274,249</b>
<b>Fringe Benefits</b>				
512110 PERS	40,930	43,169	54,772	52,932
512120 401K	1,647	1,696	1,722	1,434
512130 PERS Debt Service	14,504	13,698	14,189	16,455



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320 - Surveyor	Actual FY 15-16	Actual FY 16-17	Budget FY 17-18	Proposed FY 18-19
<b>Personnel Services</b>				
512200 FICA	20,042	20,826	21,695	20,968
512310 Medical Insurance	58,370	61,362	61,292	63,885
512320 Dental Insurance	6,075	6,130	6,090	6,350
512330 Group Term Life Insurance	474	497	527	511
512340 Long Term Disability Insurance	1,195	1,011	1,176	1,145
512400 Unemployment Insurance	1,053	1,014	1,051	1,017
512520 Workers Comp Insurance	114	108	122	123
512600 Wellness Program	158	162	161	162
512610 Employee Assistance Program	113	118	110	111
Fringe Benefits Total	144,675	149,791	162,907	165,093
Personnel Services Total	<b>408,229</b>	<b>424,516</b>	<b>446,692</b>	<b>439,342</b>
<b>Materials and Services</b>				
<b>Supplies</b>				
521010 Office Supplies	866	566	371	371
521030 Field Supplies	40	890	4,174	2,087
521070 Departmental Supplies	13	61	285	143
521210 Gasoline	2,626	2,128	1,916	1,724
521300 Safety Clothing	357	31	210	210
Supplies Total	3,901	3,675	6,956	4,535
<b>Materials</b>				
522100 Parts	2	78	0	0
522150 Small Office Equipment	0	0	1,200	600
522160 Small Departmental Equipment	0	0	0	563
522170 Computers Non Capital	0	104	0	0
522180 Software	0	6,225	0	0
Materials Total	2	6,407	1,200	1,163
<b>Communications</b>				
523040 Data Connections	446	879	840	840
523060 Cellular Phones	933	1,015	980	980
523090 Long Distance Charges	230	235	300	200
Communications Total	1,609	2,129	2,120	2,020
<b>Contracted Services</b>				
525235 Laboratory Services	0	0	250	100
525360 Public Works Services	0	0	0	750
525710 Printing Services	0	23	0	50
525999 Other Contracted Services	0	0	1,000	1,000
Contracted Services Total	0	23	1,250	1,900
<b>Repairs and Maintenance</b>				
526011 Dept Equipment Maintenance	0	337	175	176
526014 Radio Maintenance	147	0	0	0
526021 Computer Software Maintenance	3,660	5,945	7,700	7,870
Repairs and Maintenance Total	3,807	6,282	7,875	8,046

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<b>320 - Surveyor</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Materials and Services</b>				
<b>Rentals</b>				
527110 Fleet Leases	7,392	7,776	7,788	7,376
527120 Motor Pool Mileage	83	16	0	0
527200 Building Rental County	20,099	20,281	17,779	16,991
527300 Equipment Rental	454	409	451	392
<b>Rentals Total</b>	<b>28,028</b>	<b>28,482</b>	<b>26,018</b>	<b>24,759</b>
<b>Miscellaneous</b>				
529110 Mileage Reimbursement	198	0	198	198
529130 Meals	10	12	85	85
529140 Lodging	144	0	330	396
529220 Conferences	90	430	500	578
529230 Training	0	0	3,000	500
529300 Dues and Memberships	605	80	660	660
529650 Pre Employment Costs	0	0	0	50
<b>Miscellaneous Total</b>	<b>1,046</b>	<b>522</b>	<b>4,773</b>	<b>2,467</b>
<b>Materials and Services Total</b>	<b>38,394</b>	<b>47,521</b>	<b>50,192</b>	<b>44,890</b>
<b>Administrative Charges</b>				
611100 County Admin Allocation	5,663	6,520	7,172	7,363
611230 Courier Allocation	362	359	413	272
611250 Risk Management Allocation	870	612	764	796
611255 Benefits Allocation	1,794	1,674	1,830	1,838
611260 Human Resources Allocation	6,171	6,395	7,456	7,426
611300 Legal Services Allocation	3,767	3,685	3,988	5,973
611400 Information Tech Allocation	7,773	8,159	9,104	9,265
611410 FIMS Allocation	5,649	6,789	6,686	5,900
611420 Telecommunications Allocation	634	593	821	682
611430 Info Tech Direct Charges	9,705	9,244	9,459	9,042
611600 Finance Allocation	4,663	4,319	4,879	5,241
611800 MCBEE Allocation	113	388	244	368
612100 IT Equipment Use Charges	798	863	926	1,633
614100 Liability Insurance Allocation	2,000	1,800	1,900	2,100
614200 WC Insurance Allocation	1,200	1,200	1,100	1,100
<b>Administrative Charges Total</b>	<b>51,162</b>	<b>52,600</b>	<b>56,742</b>	<b>58,999</b>
<b>Capital Outlay</b>				
531100 Office Equipment Capital	9,330	0	0	0
531300 Departmental Equipment Capital	0	9,800	0	0
<b>Capital Outlay Total</b>	<b>9,330</b>	<b>9,800</b>	<b>0</b>	<b>0</b>
<b>Contingency</b>				
571010 Contingency	0	0	49,000	50,800
<b>Contingency Total</b>	<b>0</b>	<b>0</b>	<b>49,000</b>	<b>50,800</b>
<b>Ending Fund Balance</b>				
573010 Unapprop Ending Fund Balance	0	0	1,891,470	2,247,243
<b>Ending Fund Balance Total</b>	<b>0</b>	<b>0</b>	<b>1,891,470</b>	<b>2,247,243</b>

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Surveyor Total	507,115	534,437	2,494,096	2,841,274
<b>330 - Building Inspection</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Personnel Services</b>				
<b>Salaries and Wages</b>				
511110 Regular Wages	975,235	1,083,202	1,377,442	1,456,768
511120 Temporary Wages	31,295	11,479	30,006	23,309
511130 Vacation Pay	55,857	65,029	0	0
511140 Sick Pay	35,334	45,796	0	0
511150 Holiday Pay	43,549	56,976	0	0
511160 Comp Time Pay	10,259	10,924	0	0
511210 Compensation Credits	30,681	25,280	22,055	15,462
511240 Leave Payoff	14,837	6,586	0	0
511290 Health Insurance Waiver Pay	861	728	0	0
511420 Premium Pay	18,203	20,293	45,000	30,000
<b>Salaries and Wages Total</b>	<b>1,216,112</b>	<b>1,326,294</b>	<b>1,474,503</b>	<b>1,525,539</b>
<b>Fringe Benefits</b>				
512110 PERS	163,118	184,420	270,102	284,139
512120 401K	3,797	3,075	3,475	3,807
512130 PERS Debt Service	64,190	74,105	69,975	88,334
512200 FICA	92,829	101,017	109,228	114,126
512310 Medical Insurance	268,329	304,316	342,529	362,108
512320 Dental Insurance	23,889	28,554	34,035	35,989
512330 Group Term Life Insurance	1,970	2,215	2,550	2,682
512340 Long Term Disability Insurance	4,987	4,596	5,721	6,011
512400 Unemployment Insurance	4,881	4,919	5,180	5,447
512520 Workers Comp Insurance	585	565	795	777
512600 Wellness Program	738	814	908	923
512610 Employee Assistance Program	530	594	613	623
512700 County HSA Contributions	2,492	2,600	0	2,600
<b>Fringe Benefits Total</b>	<b>632,334</b>	<b>711,790</b>	<b>845,111</b>	<b>907,566</b>
<b>Personnel Services Total</b>	<b>1,848,446</b>	<b>2,038,084</b>	<b>2,319,614</b>	<b>2,433,105</b>
<b>Materials and Services</b>				
<b>Supplies</b>				
521010 Office Supplies	5,709	3,883	3,241	5,373
521030 Field Supplies	591	1,793	6,500	2,500
521040 Institutional Supplies	0	52	0	0
521070 Departmental Supplies	91	660	500	0
521080 Food Supplies	120	0	0	0
521090 Uniforms and Clothing	1,148	580	2,500	2,000
521190 Publications	1,619	1,903	12,000	6,000
521210 Gasoline	11,765	13,115	17,250	17,000
521240 Automotive Supplies	6	0	0	0
521300 Safety Clothing	122	0	500	600
<b>Supplies Total</b>	<b>21,170</b>	<b>21,987</b>	<b>42,491</b>	<b>33,473</b>
<b>Materials</b>				
522150 Small Office Equipment	7,832	245	3,450	1,500

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BY DEPARTMENT  
PUBLIC WORKS

<b>330 - Building Inspection</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Materials and Services</b>				
522160 Small Departmental Equipment	43	0	0	0
522170 Computers Non Capital	1,794	16,420	3,360	25,000
522180 Software	414	477	0	2,200
<b>Materials Total</b>	10,083	17,142	6,810	28,700
<b>Communications</b>				
523010 Telephone Equipment	48	0	0	0
523040 Data Connections	4,685	7,050	5,000	7,500
523050 Postage	3	0	0	0
523060 Cellular Phones	4,395	6,327	7,080	7,100
523090 Long Distance Charges	768	813	600	700
<b>Communications Total</b>	9,900	14,190	12,680	15,300
<b>Contracted Services</b>				
525155 Credit Card Fees	41,691	46,928	53,000	54,000
525235 Laboratory Services	645	0	0	0
525360 Public Works Services	0	0	0	28,000
525405 Code Enforcement Services	1,888	4,944	5,934	5,978
525450 Subscription Services	1,305	1,346	1,200	1,500
525710 Printing Services	1,202	341	700	700
525715 Advertising	0	0	0	300
525735 Mail Services	4,926	6,036	5,500	5,700
525999 Other Contracted Services	35,447	0	60,000	40,000
<b>Contracted Services Total</b>	87,104	59,595	126,334	136,178
<b>Repairs and Maintenance</b>				
526012 Vehicle Maintenance	282	499	300	300
526030 Building Maintenance	452	111	0	0
<b>Repairs and Maintenance Total</b>	734	609	300	300
<b>Rentals</b>				
527110 Fleet Leases	38,976	42,144	58,614	57,336
527120 Motor Pool Mileage	1,996	1,013	2,000	1,500
527130 Parking	48	0	0	0
527200 Building Rental County	51,367	51,834	45,438	43,426
527300 Equipment Rental	12,499	11,494	15,544	11,528
<b>Rentals Total</b>	104,886	106,485	121,596	113,790
<b>Insurance</b>				
528415 Auto Claims	36	0	0	0
<b>Insurance Total</b>	36	0	0	0
<b>Miscellaneous</b>				
529110 Mileage Reimbursement	512	441	500	1,200
529120 Commercial Travel	743	236	1,200	1,200
529130 Meals	296	99	500	500
529140 Lodging	1,253	456	3,200	3,200
529210 Meetings	0	45	0	200
529220 Conferences	450	1,542	700	700
529230 Training	8,785	10,495	16,500	7,000

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
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<b>330 - Building Inspection</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Materials and Services</b>				
529300 Dues and Memberships	1,670	2,084	2,650	2,175
529650 Pre Employment Costs	141	28	300	300
529999 Miscellaneous Expense	49	0	0	0
Miscellaneous Total	13,899	15,426	25,550	16,475
<b>Materials and Services Total</b>	<b>247,811</b>	<b>235,433</b>	<b>335,761</b>	<b>344,216</b>
<b>Administrative Charges</b>				
611100 County Admin Allocation	20,161	24,698	29,811	31,831
611230 Courier Allocation	1,159	1,165	1,520	1,009
611250 Risk Management Allocation	3,613	3,367	3,999	4,682
611255 Benefits Allocation	5,752	5,421	6,730	6,827
611260 Human Resources Allocation	19,791	20,708	27,425	27,572
611300 Legal Services Allocation	10,096	14,603	19,768	22,499
611400 Information Tech Allocation	32,533	38,802	45,481	50,494
611410 FIMS Allocation	23,663	31,960	33,248	31,529
611420 Telecommunications Allocation	2,662	2,874	3,962	3,660
611430 Info Tech Direct Charges	41,043	43,277	47,025	48,950
611600 Finance Allocation	17,791	18,342	23,392	27,762
611800 MCBEE Allocation	471	1,826	1,217	1,967
612100 IT Equipment Use Charges	3,378	4,149	4,660	8,912
614100 Liability Insurance Allocation	8,200	11,000	10,200	13,200
614200 WC Insurance Allocation	5,100	5,500	5,500	5,600
Administrative Charges Total	<b>195,413</b>	<b>227,692</b>	<b>263,938</b>	<b>286,494</b>
<b>Capital Outlay</b>				
531300 Departmental Equipment Capital	0	0	6,300	21,500
Capital Outlay Total	<b>0</b>	<b>0</b>	<b>6,300</b>	<b>21,500</b>
<b>Transfers Out</b>				
561595 Transfer to Fleet Management	0	27,255	0	0
Transfers Out Total	<b>0</b>	<b>27,255</b>	<b>0</b>	<b>0</b>
<b>Contingency</b>				
571010 Contingency	0	0	259,000	272,600
Contingency Total	<b>0</b>	<b>0</b>	<b>259,000</b>	<b>272,600</b>
<b>Ending Fund Balance</b>				
573010 Unapprop Ending Fund Balance	0	0	2,137,687	2,701,977
Ending Fund Balance Total	<b>0</b>	<b>0</b>	<b>2,137,687</b>	<b>2,701,977</b>
<b>Building Inspection Total</b>	<b>2,291,670</b>	<b>2,528,463</b>	<b>5,322,300</b>	<b>6,059,892</b>
<b>510 - Environmental Services</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Personnel Services</b>				
<b>Salaries and Wages</b>				
511110 Regular Wages	1,121,272	1,013,614	1,402,404	1,708,119
511120 Temporary Wages	9,702	0	18,284	29,366
511130 Vacation Pay	90,434	72,456	0	0
511140 Sick Pay	71,205	44,100	0	0

MARION COUNTY FY 2018-19 BUDGET  
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<b>510 - Environmental Services</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Personnel Services</b>				
511150 Holiday Pay	60,633	59,418	0	0
511160 Comp Time Pay	19,188	15,848	0	0
511210 Compensation Credits	38,663	35,056	27,845	29,604
511220 Pager Pay	1,573	750	0	0
511240 Leave Payoff	15,871	16,390	0	0
511290 Health Insurance Waiver Pay	2,415	2,407	2,400	2,400
511420 Premium Pay	22,084	35,899	36,000	58,400
511450 Premium Pay Temps	270	0	0	0
<b>Salaries and Wages Total</b>	<b>1,453,310</b>	<b>1,295,937</b>	<b>1,486,933</b>	<b>1,827,889</b>
<b>Fringe Benefits</b>				
512110 PERS	225,734	189,711	276,500	335,844
512120 401K	6,110	7,542	8,060	8,552
512130 PERS Debt Service	79,513	63,860	71,636	104,406
512200 FICA	108,890	95,895	108,985	132,541
512310 Medical Insurance	383,988	316,498	378,155	482,339
512320 Dental Insurance	39,626	31,568	37,575	47,939
512330 Group Term Life Insurance	2,536	2,191	2,647	3,214
512340 Long Term Disability Insurance	6,387	4,485	5,936	7,200
512400 Unemployment Insurance	5,834	4,768	5,303	6,437
512520 Workers Comp Insurance	763	586	822	991
512600 Wellness Program	1,085	872	1,042	1,269
512610 Employee Assistance Program	779	637	704	858
512700 County HSA Contributions	0	0	0	1,300
<b>Fringe Benefits Total</b>	<b>861,246</b>	<b>718,612</b>	<b>897,365</b>	<b>1,132,890</b>
<b>Personnel Services Total</b>	<b>2,314,556</b>	<b>2,014,549</b>	<b>2,384,298</b>	<b>2,960,779</b>
<b>Materials and Services</b>				
<b>Supplies</b>				
521010 Office Supplies	5,195	6,477	6,275	6,548
521030 Field Supplies	19,814	16,824	24,500	28,500
521050 Janitorial Supplies	324	91	750	500
521070 Departmental Supplies	10,336	1,741	3,000	1,950
521080 Food Supplies	92	7	300	300
521190 Publications	32	32	0	250
521210 Gasoline	5,016	4,495	5,400	5,400
521220 Diesel	27,376	27,104	30,000	35,000
521230 Propane	1,646	1,690	2,250	2,200
521240 Automotive Supplies	231	130	300	300
521241 Oil and Lubricants	0	84	150	150
521300 Safety Clothing	1,005	1,186	2,400	2,400
521310 Safety Equipment	2,166	258	1,000	1,000
<b>Supplies Total</b>	<b>73,234</b>	<b>60,120</b>	<b>76,325</b>	<b>84,498</b>
<b>Materials</b>				
522020 Crushed Rock	32,125	24,871	31,000	30,000
522060 Sign Materials	1,775	2,605	7,500	8,700
522090 Chemical Sprays	58	240	500	150

MARION COUNTY FY 2018-19 BUDGET  
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<b>510 - Environmental Services</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Materials and Services</b>				
522100 Parts	15,611	1,903	0	0
522110 Batteries	125	0	0	0
522120 Tires and Accessories	101	106	5,200	5,200
522140 Small Tools	897	547	1,500	1,500
522150 Small Office Equipment	835	0	2,250	10,200
522160 Small Departmental Equipment	1,843	5,662	2,000	9,450
522170 Computers Non Capital	2,312	1,757	4,750	7,500
522180 Software	1,049	2,083	2,170	4,450
522500 Materials for Resale	198	0	10,000	10,000
<b>Materials Total</b>	<b>56,929</b>	<b>39,775</b>	<b>66,870</b>	<b>87,150</b>
<b>Communications</b>				
523020 Phone and Communication Svcs	11,575	11,970	12,000	14,000
523040 Data Connections	480	268	480	480
523060 Cellular Phones	1,420	1,299	2,220	5,200
523090 Long Distance Charges	166	151	170	170
523100 Radios and Accessories	220	0	0	0
<b>Communications Total</b>	<b>13,861</b>	<b>13,688</b>	<b>14,870</b>	<b>19,850</b>
<b>Utilities</b>				
524010 Electricity	26,088	30,585	30,000	30,000
524040 Natural Gas	113	89	150	100
524090 Garbage Disposal and Recycling	2,705	7,851	20,000	7,000
<b>Utilities Total</b>	<b>28,906</b>	<b>38,526</b>	<b>50,150</b>	<b>37,100</b>
<b>Contracted Services</b>				
525110 Consulting Services	94,404	96,426	95,000	107,500
525155 Credit Card Fees	48,207	68,517	65,000	100,000
525158 Armored Car Services	11,667	12,233	12,000	13,500
525185 Community Education Services	980	1,975	16,500	33,500
525235 Laboratory Services	4,314	3,850	5,600	5,600
525360 Public Works Services	13,641	22,449	27,500	87,000
525370 Stormwater Services	112,746	124,945	124,432	231,541
525405 Code Enforcement Services	91,745	84,393	80,685	79,648
525450 Subscription Services	360	617	660	660
525510 Legal Services	12,683	0	10,000	30,000
525555 Security Services	1,687	2,295	4,000	4,500
525710 Printing Services	8,540	28,386	47,325	49,350
525715 Advertising	174,180	183,515	187,000	279,500
525735 Mail Services	1,074	40,899	27,100	24,600
525810 Waste to Energy Contract	9,650,593	9,943,137	10,361,553	10,328,715
525830 Transfer Station Contracts	2,445,522	3,180,219	3,315,253	5,421,783
525840 Solid Waste Hauling Services	7,735	8,238	9,120	0
525841 Leachate Disposal	968,750	1,194,264	734,400	1,107,000
525850 Litter Patrol Services	7,335	7,018	7,500	7,500
525861 Ash Hauling Services	992,786	1,001,183	1,115,442	897,700
525862 Tire Hauling Services	52,815	51,226	54,940	56,900

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
PUBLIC WORKS

<b>510 - Environmental Services</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Materials and Services</b>				
525864 Appliance Hauling Services	45,403	37,100	45,000	0
525865 Metro Haulers	7,322	0	0	0
525870 Hazardous Waste Disposal	298,536	293,165	311,000	330,000
525871 Battery Recycling	88,731	53,724	111,500	114,500
525999 Other Contracted Services	138,402	163,822	150,900	253,200
<b>Contracted Services Total</b>	<b>15,280,156</b>	<b>16,603,597</b>	<b>16,919,410</b>	<b>19,564,197</b>
<b>Repairs and Maintenance</b>				
526010 Office Equipment Maintenance	0	131	0	0
526011 Dept Equipment Maintenance	30,088	11,454	35,000	79,000
526012 Vehicle Maintenance	127,119	103,433	100,000	110,000
526014 Radio Maintenance	86	439	500	500
526030 Building Maintenance	21,025	5,792	15,000	15,000
526040 Remodels and Site Improvements	0	1,271	0	5,000
526050 Grounds Maintenance	53,695	19,646	117,500	117,000
<b>Repairs and Maintenance Total</b>	<b>232,013</b>	<b>142,165</b>	<b>268,000</b>	<b>326,500</b>
<b>Rentals</b>				
527100 Vehicle Rental	0	86	200	200
527110 Fleet Leases	29,148	28,896	30,636	25,200
527120 Motor Pool Mileage	3,049	2,086	2,500	1,550
527130 Parking	0	38	100	100
527200 Building Rental County	38,295	38,643	33,875	32,375
527300 Equipment Rental	9,134	3,567	13,615	18,328
<b>Rentals Total</b>	<b>79,626</b>	<b>73,314</b>	<b>80,926</b>	<b>77,753</b>
<b>Insurance</b>				
528415 Auto Claims	0	2,723	0	0
<b>Insurance Total</b>	<b>0</b>	<b>2,723</b>	<b>0</b>	<b>0</b>
<b>Miscellaneous</b>				
529110 Mileage Reimbursement	58	467	200	200
529120 Commercial Travel	0	135	750	3,500
529130 Meals	0	241	1,000	1,000
529140 Lodging	0	1,206	3,500	3,550
529210 Meetings	708	955	2,800	3,550
529220 Conferences	1,350	4,413	4,700	8,400
529230 Training	2,181	101	2,490	2,750
529300 Dues and Memberships	1,231	1,589	2,724	2,715
529440 Safety Grants	1,635	1,090	10,000	0
529590 Special Programs Other	390	136,321	1,500	1,500
529650 Pre Employment Costs	57	413	100	500
529740 Fairs and Shows	27,862	33,734	39,100	43,700
529820 Vehicle Registration	105	0	0	0
529840 Professional Licenses	108	0	200	200
529850 Device Licenses	1,483	484	1,500	1,500
529860 Permits	2,518	2,560	4,400	6,600
529870 DEQ Tonnage Assessment	249,231	330,114	350,000	350,200



MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
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<b>510 - Environmental Services</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Materials and Services</b>				
529910 Awards and Recognition	3,556	2,636	6,500	4,500
529999 Miscellaneous Expense	700	0	0	0
<b>Miscellaneous Total</b>	<b>293,172</b>	<b>516,458</b>	<b>431,464</b>	<b>434,365</b>
<b>Materials and Services Total</b>	<b>16,057,895</b>	<b>17,490,367</b>	<b>17,908,015</b>	<b>20,631,413</b>
<b>Administrative Charges</b>				
611100 County Admin Allocation	106,093	123,495	133,692	135,058
611230 Courier Allocation	1,865	1,798	2,123	1,340
611250 Risk Management Allocation	12,145	24,614	19,662	6,176
611255 Benefits Allocation	9,263	8,367	9,403	9,066
611260 Human Resources Allocation	31,867	31,962	38,311	36,618
611300 Legal Services Allocation	50,466	45,289	37,967	31,169
611400 Information Tech Allocation	163,711	162,390	175,830	188,541
611410 FIMS Allocation	242,257	286,997	278,570	240,942
611420 Telecommunications Allocation	13,311	11,998	15,363	13,710
611430 Info Tech Direct Charges	205,215	181,511	180,803	183,019
611600 Finance Allocation	291,491	272,492	312,791	331,593
611800 MCBEE Allocation	4,818	16,397	10,201	15,030
612100 IT Equipment Use Charges	16,980	17,360	18,000	33,200
614100 Liability Insurance Allocation	13,100	82,100	54,100	16,200
614200 WC Insurance Allocation	31,600	38,500	23,100	8,600
<b>Administrative Charges Total</b>	<b>1,194,182</b>	<b>1,305,270</b>	<b>1,309,916</b>	<b>1,250,262</b>
<b>Capital Outlay</b>				
531300 Departmental Equipment Capital	0	0	9,900	53,550
532400 Off Road Vehicles	13,048	103,500	10,000	0
532500 Road Maintenance Vehicles	89,381	0	0	0
534150 Building Acquisitions	0	7,000	0	0
534600 Site Improvements	0	0	347,000	157,000
<b>Capital Outlay Total</b>	<b>102,429</b>	<b>110,500</b>	<b>366,900</b>	<b>210,550</b>
<b>Debt Service Principal</b>				
541100 Principal Payments	85,000	85,000	85,000	85,000
<b>Debt Service Principal Total</b>	<b>85,000</b>	<b>85,000</b>	<b>85,000</b>	<b>85,000</b>
<b>Debt Service Interest</b>				
542100 Interest Payments	3,672	5,206	6,630	5,525
<b>Debt Service Interest Total</b>	<b>3,672</b>	<b>5,206</b>	<b>6,630</b>	<b>5,525</b>
<b>Contingency</b>				
571010 Contingency	0	0	1,958,519	3,188,439
<b>Contingency Total</b>	<b>0</b>	<b>0</b>	<b>1,958,519</b>	<b>3,188,439</b>
<b>Ending Fund Balance</b>				
573020 Capital Improvement Reserves	0	0	9,391,606	9,558,497
<b>Ending Fund Balance Total</b>	<b>0</b>	<b>0</b>	<b>9,391,606</b>	<b>9,558,497</b>
<b>Environmental Services Total</b>	<b>19,757,734</b>	<b>21,010,893</b>	<b>33,410,884</b>	<b>37,890,465</b>

MARION COUNTY FY 2018-19 BUDGET  
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<b>515 - Stormwater Management</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Personnel Services</b>				
<b>Salaries and Wages</b>				
511110 Regular Wages	57,571	111,272	282,507	347,546
511130 Vacation Pay	3,442	6,735	0	0
511140 Sick Pay	2,889	4,232	0	0
511150 Holiday Pay	3,509	4,633	0	0
511160 Comp Time Pay	335	756	0	0
511210 Compensation Credits	1,226	1,919	4,409	4,749
511240 Leave Payoff	0	246	0	0
511420 Premium Pay	281	249	3,500	7,202
<b>Salaries and Wages Total</b>	<b>69,252</b>	<b>130,043</b>	<b>290,416</b>	<b>359,497</b>
<b>Fringe Benefits</b>				
512110 PERS	8,987	17,759	55,376	67,993
512120 401K	0	391	970	1,124
512130 PERS Debt Service	5,987	9,384	14,347	21,137
512200 FICA	5,387	9,926	21,924	26,923
512310 Medical Insurance	18,526	38,245	86,802	103,437
512320 Dental Insurance	1,916	3,817	8,625	10,281
512330 Group Term Life Insurance	129	241	538	659
512340 Long Term Disability Insurance	327	497	1,204	1,476
512400 Unemployment Insurance	284	483	1,063	1,304
512520 Workers Comp Insurance	37	66	173	198
512600 Wellness Program	50	100	190	263
512610 Employee Assistance Program	36	74	130	179
512700 County HSA Contributions	0	0	0	1,300
<b>Fringe Benefits Total</b>	<b>41,667</b>	<b>80,983</b>	<b>191,342</b>	<b>236,274</b>
<b>Personnel Services Total</b>	<b>110,919</b>	<b>211,025</b>	<b>481,758</b>	<b>595,771</b>
<b>Materials and Services</b>				
<b>Supplies</b>				
521010 Office Supplies	106	591	229	822
521030 Field Supplies	1,751	6,958	7,500	7,500
521070 Departmental Supplies	48	0	0	0
521080 Food Supplies	0	13	150	0
521170 Educational Supplies	240	0	0	0
521210 Gasoline	337	1,016	7,000	4,000
521220 Diesel	0	1,835	0	3,500
521240 Automotive Supplies	90	76	100	200
521241 Oil and Lubricants	0	278	300	300
521300 Safety Clothing	338	297	600	1,500
<b>Supplies Total</b>	<b>2,909</b>	<b>11,063</b>	<b>15,879</b>	<b>17,822</b>
<b>Materials</b>				
522030 Pipe	0	1,262	0	1,500
522060 Sign Materials	0	0	0	1,700
522090 Chemical Sprays	0	37	0	150
522100 Parts	2,706	943	75	1,400

MARION COUNTY FY 2018-19 BUDGET  
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<b>515 - Stormwater Management</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Materials and Services</b>				
522140 Small Tools	2,500	832	5,000	500
522150 Small Office Equipment	310	0	0	1,200
522160 Small Departmental Equipment	0	610	160	9,000
522170 Computers Non Capital	0	0	0	4,500
522180 Software	0	0	0	2,500
<b>Materials Total</b>	5,516	3,685	5,235	22,450
<b>Communications</b>				
523050 Postage	0	0	500	0
523060 Cellular Phones	260	1,100	1,270	2,400
<b>Communications Total</b>	260	1,100	1,770	2,400
<b>Utilities</b>				
524090 Garbage Disposal and Recycling	569	399	18,700	18,700
<b>Utilities Total</b>	569	399	18,700	18,700
<b>Contracted Services</b>				
525175 Temporary Staffing	0	650	0	0
525185 Community Education Services	2,244	40,591	39,000	7,500
525235 Laboratory Services	200	50	1,500	500
525360 Public Works Services	203,460	189,036	34,000	59,700
525710 Printing Services	960	23	1,000	500
525715 Advertising	14,043	6,000	10,000	50,000
525735 Mail Services	1,702	1,007	1,000	3,000
525999 Other Contracted Services	34,720	46,157	96,500	73,400
<b>Contracted Services Total</b>	257,329	283,515	183,000	194,600
<b>Repairs and Maintenance</b>				
526011 Dept Equipment Maintenance	0	1,010	0	0
526012 Vehicle Maintenance	0	10,823	8,000	12,000
526061 Storm Drain Maintenance	2,361	0	0	0
<b>Repairs and Maintenance Total</b>	2,361	11,832	8,000	12,000
<b>Rentals</b>				
527110 Fleet Leases	0	2,090	11,358	7,464
527120 Motor Pool Mileage	0	0	200	200
527130 Parking	9	0	50	50
527200 Building Rental County	0	4,613	4,044	3,865
527300 Equipment Rental	68	170	1,117	1,771
<b>Rentals Total</b>	77	6,874	16,769	13,350
<b>Miscellaneous</b>				
529110 Mileage Reimbursement	0	0	150	150
529130 Meals	24	81	100	200
529140 Lodging	146	518	1,325	2,000
529210 Meetings	0	0	0	650
529220 Conferences	320	625	1,500	2,000
529230 Training	834	2,910	1,500	1,000
529300 Dues and Memberships	587	616	665	600

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
PUBLIC WORKS

<b>515 - Stormwater Management</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Materials and Services</b>				
529860 Permits	1,855	875	875	2,000
Miscellaneous Total	3,766	5,625	6,115	8,600
Materials and Services Total	<b>272,786</b>	<b>324,094</b>	<b>255,468</b>	<b>289,922</b>
<b>Administrative Charges</b>				
611100 County Admin Allocation	0	1,946	2,576	4,080
611250 Risk Management Allocation	0	163	178	921
611300 Legal Services Allocation	0	0	18	18
611400 Information Tech Allocation	0	6,575	8,953	13,897
611410 FIMS Allocation	0	5,417	6,495	8,754
611420 Telecommunications Allocation	0	502	773	992
611430 Info Tech Direct Charges	0	7,353	9,189	13,718
611600 Finance Allocation	0	7,304	13,111	13,239
611800 MCBEE Allocation	0	309	237	546
612100 IT Equipment Use Charges	0	697	925	2,449
614100 Liability Insurance Allocation	0	500	400	2,500
614200 WC Insurance Allocation	0	300	300	1,200
Administrative Charges Total	<b>0</b>	<b>31,066</b>	<b>43,155</b>	<b>62,314</b>
<b>Capital Outlay</b>				
531300 Departmental Equipment Capital	0	0	0	100,000
534600 Site Improvements	22,700	27,109	150,500	108,000
Capital Outlay Total	<b>22,700</b>	<b>27,109</b>	<b>150,500</b>	<b>208,000</b>
<b>Transfers Out</b>				
561130 Transfer to Public Works	0	25,000	0	0
561595 Transfer to Fleet Management	0	0	41,000	0
Transfers Out Total	<b>0</b>	<b>25,000</b>	<b>41,000</b>	<b>0</b>
<b>Contingency</b>				
571010 Contingency	0	0	67,500	106,500
Contingency Total	<b>0</b>	<b>0</b>	<b>67,500</b>	<b>106,500</b>
<b>Ending Fund Balance</b>				
573010 Unapprop Ending Fund Balance	0	0	711,573	797,772
Ending Fund Balance Total	<b>0</b>	<b>0</b>	<b>711,573</b>	<b>797,772</b>
Stormwater Management Total	<b>406,405</b>	<b>618,294</b>	<b>1,750,954</b>	<b>2,060,279</b>
<b>595 - Fleet Management</b>				
	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Materials and Services</b>				
<b>Supplies</b>				
521210 Gasoline	9,541	8,904	12,500	13,000
521310 Safety Equipment	0	16	0	0
Supplies Total	9,541	8,920	12,500	13,000
<b>Communications</b>				
523100 Radios and Accessories	0	50,748	0	40,000
Communications Total	0	50,748	0	40,000

MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
PUBLIC WORKS

<b>595 - Fleet Management</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Materials and Services</b>				
<b>Contracted Services</b>				
525360 Public Works Services	52,969	46,948	65,000	70,000
<b>Contracted Services Total</b>	<b>52,969</b>	<b>46,948</b>	<b>65,000</b>	<b>70,000</b>
<b>Repairs and Maintenance</b>				
526011 Dept Equipment Maintenance	0	55	0	0
526012 Vehicle Maintenance	348,029	341,202	325,000	356,000
526014 Radio Maintenance	204	9,974	40,750	10,000
526030 Building Maintenance	32	0	0	0
<b>Repairs and Maintenance Total</b>	<b>348,264</b>	<b>351,231</b>	<b>365,750</b>	<b>366,000</b>
<b>Rentals</b>				
527140 County Parking	3,960	3,905	3,960	3,300
<b>Rentals Total</b>	<b>3,960</b>	<b>3,905</b>	<b>3,960</b>	<b>3,300</b>
<b>Miscellaneous</b>				
529820 Vehicle Registration	4,257	4,385	4,807	3,546
<b>Miscellaneous Total</b>	<b>4,257</b>	<b>4,385</b>	<b>4,807</b>	<b>3,546</b>
<b>Materials and Services Total</b>	<b>418,991</b>	<b>466,137</b>	<b>452,017</b>	<b>495,846</b>
<b>Administrative Charges</b>				
611100 County Admin Allocation	3,801	4,254	3,799	2,280
611230 Courier Allocation	181	180	137	0
611250 Risk Management Allocation	1,467	1,428	1,910	2,042
611255 Benefits Allocation	897	837	610	0
611260 Human Resources Allocation	3,086	3,197	2,486	0
611400 Information Tech Allocation	7,642	7,417	8,013	7,721
611410 FIMS Allocation	5,511	6,162	5,781	4,892
611420 Telecommunications Allocation	634	547	677	558
611430 Info Tech Direct Charges	9,503	8,404	8,107	7,483
611600 Finance Allocation	7,480	6,656	7,603	6,941
611800 MCBEE Allocation	110	352	211	305
612100 IT Equipment Use Charges	798	797	818	1,361
614100 Liability Insurance Allocation	5,100	6,800	7,300	8,000
614200 WC Insurance Allocation	300	200	200	200
<b>Administrative Charges Total</b>	<b>46,510</b>	<b>47,231</b>	<b>47,652</b>	<b>41,783</b>
<b>Capital Outlay</b>				
532100 Automobiles	284,768	353,377	312,021	324,112
532200 Pickups and Trucks	929,595	911,848	1,287,792	878,406
<b>Capital Outlay Total</b>	<b>1,214,362</b>	<b>1,265,225</b>	<b>1,599,813</b>	<b>1,202,518</b>
<b>Special Payments</b>				
551100 Interfund Loan Disbursements	2,500,000	0	0	0
<b>Special Payments Total</b>	<b>2,500,000</b>	<b>0</b>	<b>0</b>	<b>0</b>

MARION COUNTY FY 2018-19 BUDGET  
 BY DEPARTMENT  
 PUBLIC WORKS

<b>595 - Fleet Management</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Contingency</b>				
571010 Contingency	0	0	146,780	161,556
Contingency Total	<b>0</b>	<b>0</b>	<b>146,780</b>	<b>161,556</b>
<b>Ending Fund Balance</b>				
573010 Unapprop Ending Fund Balance	0	0	1,444,560	1,876,176
Ending Fund Balance Total	<b>0</b>	<b>0</b>	<b>1,444,560</b>	<b>1,876,176</b>
Fleet Management Total	<b>4,179,863</b>	<b>1,778,593</b>	<b>3,690,822</b>	<b>3,777,879</b>
Public Works Grand Total	55,157,498	55,099,257	105,725,604	115,104,799

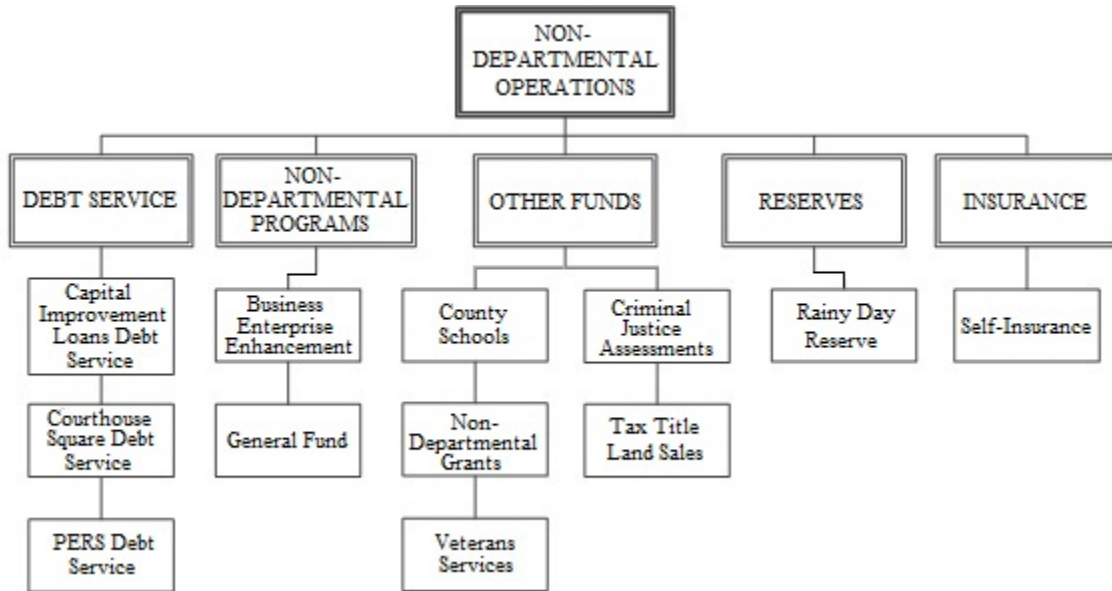
MARION COUNTY FY 2018-19 BUDGET  
BY DEPARTMENT  
PUBLIC WORKS

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MARION COUNTY FY 2018-19 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 11 funds, which are separated into the following five groups:

- 1) Debt Service accounts for various capital improvement and renovation project loans, as well as the payments on bonds issued to reduce Marion County’s unfunded actuarial liability portion of PERS.
- 2) Non-Departmental programs consist of the county’s General Fund, which accounts for the county’s taxes, and supplements budgets in other funds through general fund transfers. Non-Departmental programs also encompass the MCBEE program, which is the county’s business enterprise enhancement program, to assist in standardizing business processes across the county.
- 3) Other Funds account for various intergovernmental revenues and grants that are then transferred to specific programs and projects, such as the County Schools Program. Other Funds also includes revenue and expenditures for the Tax Title Fund, which accounts for the sale and 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 which is a program that began in FY 17-18.
- 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 is the county’s Self Insurance Program that is financed through assessments to the various departments to cover the costs of insurance premiums and claims, including current and future losses.



MARION COUNTY FY 2018-19 BUDGET  
BY NON-DEPARTMENTAL  
NON DEPARTMENTAL OPERATIONS

<b>FUNDS</b>					
Fund Name	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	% of Total
<b>RESOURCES</b>					
FND 100 General Fund	27,337,687	27,681,003	28,228,550	25,188,278	31.0%
FND 105 CH2 Redevelopment	24,972	0	0	0	n.a
FND 115 Non Departmental Grants	875,427	651,080	826,906	925,052	1.1%
FND 155 Tax Title Land Sales	424,890	580,778	553,082	456,800	0.6%
FND 170 Block Grant	50,188	3,687	3,695	3,774	0.0%
FND 185 Criminal Justice Assessment	1,794,163	1,700,859	1,637,335	1,494,847	1.8%
FND 210 County Schools	654,245	813,399	638,403	587,750	0.7%
FND 381 Rainy Day	2,222,672	2,240,114	2,256,114	2,274,914	2.8%
FND 410 Debt Service	7,432,193	8,683,775	8,689,788	10,010,865	12.3%
FND 580 Central Services	47,429	158,159	303,712	256,758	0.3%
FND 585 Self Insurance	33,184,199	35,194,945	37,988,189	40,086,300	49.3%
<b>TOTAL RESOURCES</b>	<b>74,048,065</b>	<b>77,707,799</b>	<b>81,125,774</b>	<b>81,285,338</b>	<b>100.0%</b>
<b>REQUIREMENTS</b>					
FND 100 General Fund	16,105,101	12,949,671	28,228,550	25,188,278	31.0%
FND 105 CH2 Redevelopment	24,972	0	0	0	n.a
FND 115 Non Departmental Grants	229,332	42,163	826,906	925,052	1.1%
FND 155 Tax Title Land Sales	154,183	366,367	553,082	456,800	0.6%
FND 170 Block Grant	47,721	0	3,695	3,774	0.0%
FND 185 Criminal Justice Assessment	825,934	786,366	1,637,335	1,494,847	1.8%
FND 210 County Schools	578,669	614,068	638,403	587,750	0.7%
FND 381 Rainy Day	0	0	2,256,114	2,274,914	2.8%
FND 410 Debt Service	6,467,355	7,464,077	8,689,788	10,010,865	12.3%
FND 580 Central Services	47,429	158,159	303,712	256,758	0.3%
FND 585 Self Insurance	23,598,332	24,490,421	37,988,189	40,086,300	49.3%
<b>TOTAL REQUIREMENTS</b>	<b>48,079,028</b>	<b>46,871,292</b>	<b>81,125,774</b>	<b>81,285,338</b>	<b>100.0%</b>

MARION COUNTY FY 2018-19 BUDGET  
 BY NON-DEPARTMENTAL  
 NON DEPARTMENTAL OPERATIONS

**PROGRAMS**

	<b>FY 15-16 ACTUAL</b>	<b>FY 16-17 ACTUAL</b>	<b>FY 17-18 BUDGET</b>	<b>FY 18-19 PROPOSED</b>	<b>+/- %</b>
<b>RESOURCES</b>					
Courthouse Square Debt Svc	1,549,500	1,548,675	1,519,825	1,550,700	2.0%
PERS Debt Service	5,000,416	5,436,133	5,183,319	6,157,796	18.8%
Capital Improvement Loans	882,277	1,698,967	1,986,644	2,302,369	15.9%
MCBEE	47,429	158,159	303,712	256,758	-15.5%
General Fund	27,337,687	27,681,003	28,228,550	25,188,278	-10.8%
County Schools	654,245	813,399	638,403	587,750	-7.9%
Criminal Justice Assessments	1,794,163	1,700,859	1,637,335	1,494,847	-8.7%
Non Departmental Grants	925,615	654,767	667,802	707,561	6.0%
Tax Title Land Sales	424,890	580,778	553,082	456,800	-17.4%
Veterans Services	0	0	162,799	221,265	35.9%
Rainy Day Reserve	2,222,672	2,240,114	2,256,114	2,274,914	0.8%
Self Insurance	33,184,199	35,194,945	37,988,189	40,086,300	5.5%
CH2 Redevelopment	24,972	0	0	0	n.a.
<b>TOTAL RESOURCES</b>	<b>74,048,065</b>	<b>77,707,799</b>	<b>81,125,774</b>	<b>81,285,338</b>	<b>0.2%</b>
<b>REQUIREMENTS</b>					
Courthouse Square Debt Svc	1,549,500	1,548,675	1,519,825	1,550,700	2.0%
PERS Debt Service	4,035,578	4,216,435	5,183,319	6,157,796	18.8%
Capital Improvement Loans	882,277	1,698,967	1,986,644	2,302,369	15.9%
MCBEE	47,429	158,159	303,712	256,758	-15.5%
General Fund	16,105,101	12,949,671	28,228,550	25,188,278	-10.8%
County Schools	578,669	614,068	638,403	587,750	-7.9%
Criminal Justice Assessments	825,934	786,366	1,637,335	1,494,847	-8.7%
Non Departmental Grants	277,053	42,163	667,802	707,561	6.0%
Tax Title Land Sales	154,183	366,367	553,082	456,800	-17.4%
Veterans Services	0	0	162,799	221,265	35.9%
Rainy Day Reserve	0	0	2,256,114	2,274,914	0.8%
Self Insurance	23,598,332	24,490,421	37,988,189	40,086,300	5.5%
CH2 Redevelopment	24,972	0	0	0	n.a.
<b>TOTAL REQUIREMENTS</b>	<b>48,079,028</b>	<b>46,871,292</b>	<b>81,125,774</b>	<b>81,285,338</b>	<b>0.2%</b>

MARION COUNTY FY 2018-19 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 the Courthouse Square construction project. 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 \$7.7 million as of June 30, 2017.
- 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 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
General Fund Transfers	1,549,500	1,548,675	1,519,825	1,550,700	2.0%
<b>TOTAL RESOURCES</b>	<b>1,549,500</b>	<b>1,548,675</b>	<b>1,519,825</b>	<b>1,550,700</b>	<b>2.0%</b>
<b>REQUIREMENTS</b>					
Debt Service Principal	1,015,000	1,070,000	1,100,000	1,190,000	8.2%
Debt Service Interest	534,500	478,675	419,825	360,700	-14.1%
<b>TOTAL REQUIREMENTS</b>	<b>1,549,500</b>	<b>1,548,675</b>	<b>1,519,825</b>	<b>1,550,700</b>	<b>2.0%</b>

**Courthouse Square Debt Svc Program Budget Justification**

**RESOURCES**

Resources consist of General Fund Transfers to meet the expected annual debt service requirements for the original Courthouse Square construction.

**REQUIREMENTS**

Debt service principal and interest consist of scheduled payments for FY 2018-19.

MARION COUNTY FY 2018-19 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 to provide for the county's unfunded actuarial liability.
- Outstanding principal on the bonds was \$39.8 million as of June 30, 2017, which includes \$3.2 million of deferred interest on the 2002 obligation. The total outstanding principal amount, net of the deferred interest, is \$36.6 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 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Admin Cost Recovery	4,514,389	4,460,752	3,956,620	5,361,980	35.5%
Interest	7,000	10,543	7,000	10,500	50.0%
Net Working Capital	479,027	964,838	1,219,699	785,316	-35.6%
<b>TOTAL RESOURCES</b>	<b>5,000,416</b>	<b>5,436,133</b>	<b>5,183,319</b>	<b>6,157,796</b>	<b>18.8%</b>
<b>REQUIREMENTS</b>					
Debt Service Principal	1,655,000	1,865,000	2,085,000	2,320,000	11.3%
Debt Service Interest	2,380,578	2,351,435	2,316,502	2,275,212	-1.8%
Ending Fund Balance	0	0	781,817	1,562,584	99.9%
<b>TOTAL REQUIREMENTS</b>	<b>4,035,578</b>	<b>4,216,435</b>	<b>5,183,319</b>	<b>6,157,796</b>	<b>18.8%</b>

**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. For FY18-19, assessments have been increased to match the increase in debt service payments and an additional 1% to provide sufficient resources for future rate increases.

**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 2018-19 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. Annual payments are \$882,277.
- In July 2016, the county obtained a second bank loan of \$9,950,000 to finance additional major capital projects. Annual payments are \$816,688.
- Marion County is anticipating borrowing an additional \$5,000,000 in FY 2017-18 for capital projects which are identified in the capital projects section of the budget document.
- Principal and interest payments are due quarterly.

**Program Summary**

Non Departmental Operations	Program: Capital Improvement Loans				
	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
General Fund Transfers	32,074	1,330,705	1,618,382	1,805,029	11.5%
Other Fund Transfers	347,616	368,262	368,262	497,340	35.1%
Net Working Capital	502,587	0	0	0	n.a.
<b>TOTAL RESOURCES</b>	<b>882,277</b>	<b>1,698,967</b>	<b>1,986,644</b>	<b>2,302,369</b>	<b>15.9%</b>
<b>REQUIREMENTS</b>					
Debt Service Principal	587,623	1,249,588	1,493,326	1,745,120	16.9%
Debt Service Interest	294,654	449,380	493,318	557,249	13.0%
<b>TOTAL REQUIREMENTS</b>	<b>882,277</b>	<b>1,698,967</b>	<b>1,986,644</b>	<b>2,302,369</b>	<b>15.9%</b>

**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 2018-19. Increase over the prior year is due to recognizing a full year of principal and interest payments for the loan issued in FY 2017-18.

MARION COUNTY FY 2018-19 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 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Admin Cost Recovery	47,429	158,159	103,712	156,758	51.1%
General Fund Transfers	0	0	200,000	100,000	-50.0%
<b>TOTAL RESOURCES</b>	<b>47,429</b>	<b>158,159</b>	<b>303,712</b>	<b>256,758</b>	<b>-15.5%</b>
<b>REQUIREMENTS</b>					
Materials and Services	40,553	148,542	300,000	250,000	-16.7%
Administrative Charges	6,876	9,616	3,712	6,758	82.1%
<b>TOTAL REQUIREMENTS</b>	<b>47,429</b>	<b>158,158</b>	<b>303,712</b>	<b>256,758</b>	<b>-15.5%</b>

**MCBEE Program Budget Justification**

**RESOURCES**

Resources for the MCBEE Program are comprised of Administrative Cost Recovery, and a General Fund Transfer of \$100,000. This represents a net decrease of \$46,954. There is an increase in Administrative Cost Recovery and a decrease in General Fund Transfer. 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 \$250,000 in Materials and Services for identified improvements to the Oracle system. These projects include the upgrade of Oracle E-Business Suite to version 12.2, business analysis for various Oracle modules, and education and training for subject matter experts.

MARION COUNTY FY 2018-19 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 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Taxes	65,034,837	67,689,807	70,863,592	73,011,280	3.0%
Licenses and Permits	64,500	64,825	65,000	65,000	0.0%
Intergovernmental Federal	628,257	445,045	198,100	608,000	206.9%
Intergovernmental State	3,516,247	4,299,281	4,496,201	4,276,648	-4.9%
Charges for Services	4,358,784	3,368,492	3,101,535	3,173,590	2.3%
Interest	633,531	750,306	740,570	762,790	3.0%
Other Revenues	15,340	18,899	15,000	30,000	100.0%
General Fund Transfers	(57,822,204)	(60,288,239)	(66,130,337)	(71,085,580)	7.5%
Other Fund Transfers	100,000	100,000	147,557	100,000	-32.2%
Net Working Capital	10,808,395	11,232,586	14,731,332	14,246,550	-3.3%
<b>TOTAL RESOURCES</b>	<b>27,337,687</b>	<b>27,681,003</b>	<b>28,228,550</b>	<b>25,188,278</b>	<b>-10.8%</b>
<b>REQUIREMENTS</b>					
Materials and Services	713,601	966,453	1,455,068	2,007,602	38.0%
Administrative Charges	706,099	710,085	750,241	781,422	4.2%
Transfers Out	14,685,401	11,273,132	15,305,213	15,822,895	3.4%
Contingency	0	0	1,371,475	1,313,770	-4.2%
Ending Fund Balance	0	0	9,346,553	5,262,589	-43.7%
<b>TOTAL REQUIREMENTS</b>	<b>16,105,101</b>	<b>12,949,670</b>	<b>28,228,550</b>	<b>25,188,278</b>	<b>-10.8%</b>

**General Fund Program Budget Justification**

**RESOURCES**

Property taxes comprise about 83% of all General Fund revenues. Current property tax revenue (\$71,342,750) is budgeted to increase 4.15% over the FY17-18 estimate (\$68,500,000).

Intergovernmental Federal has increased just over \$400,000 due primarily to the inclusion of Secure Rural Schools funding which has recently been reauthorized.

Intergovernmental State has decreased by over \$200,000 due to the and expected increase of \$300,000 of Chapter 530 revenue offset by a decrease of \$600,000 of one time marijuana revenue in FY 17-18.

The remaining Resources are generally consistent with FY 17-18.

MARION COUNTY FY 2018-19 BUDGET  
BY NON-DEPARTMENTAL  
NON DEPARTMENTAL OPERATIONS

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REQUIREMENTS

Materials and Services category reflects an increase of \$552,534. The increase is primarily in consulting and contractual services for a variety of planned activities in FY 2018-19. Activities include the second phase of consultation for solid waste contract negotiations, funds allocated for consultation and other services regarding the Marion County Housing Authority, 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 of \$900,000 to the Juvenile Grants Fund due to the reclassification of certain program elements which are now accounted for as part of the General Fund cost of the Juvenile Department; 2) an increase of \$280,545 for the operational cost of the transitional housing project; 3) an increase of \$600,000 to Capital Improvement Projects Fund; and 4) an increase of \$186,000 to the Debt Service Program due to the additional payments required for the recently obtained capital loan.

Contingency is budgeted at 1.5% of adjusted Resources, which meets the county of policy of a minimum 1% budget.

Ending Fund Balance is budgeted at 6.01 % of adjusted Resources, which meets the county policy of a minimum of 5%.



MARION COUNTY FY 2018-19 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 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 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Intergovernmental Federal	309,860	48,243	70,000	50,000	-28.6%
Intergovernmental State	220,226	688,360	367,872	536,250	45.8%
Interest	922	1,221	1,200	1,500	25.0%
Net Working Capital	123,237	75,575	199,331	0	-100.0%
<b>TOTAL RESOURCES</b>	<b>654,245</b>	<b>813,399</b>	<b>638,403</b>	<b>587,750</b>	<b>-7.9%</b>
<b>REQUIREMENTS</b>					
Special Payments	578,669	614,068	638,403	587,750	-7.9%
<b>TOTAL REQUIREMENTS</b>	<b>578,669</b>	<b>614,068</b>	<b>638,403</b>	<b>587,750</b>	<b>-7.9%</b>

**County Schools Program Budget Justification**

**RESOURCES**

Intergovernmental Federal revenues received from US Department of Forestry have remained consistent over the past few years. Intergovernmental State revenues are Chapter 530 Forest Rehabilitation \$454,500, state Electric Coop Tax \$80,000, and state Private Rail Car Tax \$1,750. Investment interest is estimated at \$1,500.

**REQUIREMENTS**

All Resources are expected to be distributed to school districts in accordance with Oregon statute.

MARION COUNTY FY 2018-19 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. Sixty percent 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 forty percent 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 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Fines and Forfeitures	765,004	725,234	716,443	693,569	-3.2%
Interest	6,371	7,396	6,400	10,200	59.4%
Net Working Capital	1,022,788	968,229	914,492	791,078	-13.5%
<b>TOTAL RESOURCES</b>	<b>1,794,163</b>	<b>1,700,859</b>	<b>1,637,335</b>	<b>1,494,847</b>	<b>-8.7%</b>
<b>REQUIREMENTS</b>					
Materials and Services	296,906	323,355	337,320	301,505	-10.6%
Administrative Charges	4,028	4,972	6,615	5,982	-9.6%
Capital Outlay	0	8,039	100,000	100,000	0.0%
Transfers Out	525,000	450,000	454,515	446,886	-1.7%
Contingency	0	0	100,000	10,000	-90.0%
Ending Fund Balance	0	0	638,885	630,474	-1.3%
<b>TOTAL REQUIREMENTS</b>	<b>825,934</b>	<b>786,366</b>	<b>1,637,335</b>	<b>1,494,847</b>	<b>-8.7%</b>

**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. The distribution of court fines was modified by State of Oregon House Bill 2712 in 2011 and again by House Bill 2562 in 2013. Revenues are beginning to stabilize, although still remain lower than fines received prior to the passage of House Bill 2712.

**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 are slightly reduced due to the projected reduction in court fines. Materials and Services are primarily for security services at Juvenile, Jail and Courthouse. Court Security Committee approved the reduction of security staffing from 8 FTE to 6 FTE beginning July 1, 2018 to preserve the reserves to cover security services in future years.

A CIP initiated in FY 17-18 for the replacement of the camera matrix and associated equipment at the courthouse is carried forward and will be completed in FY 18-19.

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 resources continue to decline, reserves are being used to maintain services and equipment.

MARION COUNTY FY 2018-19 BUDGET  
BY NON-DEPARTMENTAL  
NON DEPARTMENTAL OPERATIONS

**Non Departmental Grants Program**

- This program includes two special revenue funds that account for federal, state and local grants that are not granted directly to county departments.
- These grants are generally passed 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 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Intergovernmental Federal	297,348	0	0	97,149	n.a.
Intergovernmental State	0	0	50,000	50,000	0.0%
Interest	3,739	5,005	5,198	7,986	53.6%
Other Revenues	1,200	1,200	0	0	n.a.
Net Working Capital	623,327	648,561	612,604	552,426	-9.8%
<b>TOTAL RESOURCES</b>	<b>925,615</b>	<b>654,767</b>	<b>667,802</b>	<b>707,561</b>	<b>6.0%</b>
<b>REQUIREMENTS</b>					
Materials and Services	158,586	0	50,000	50,000	0.0%
Transfers Out	118,467	42,163	127,561	187,639	47.1%
Contingency	0	0	99,960	85,774	-14.2%
Ending Fund Balance	0	0	390,281	384,148	-1.6%
<b>TOTAL REQUIREMENTS</b>	<b>277,053</b>	<b>42,163</b>	<b>667,802</b>	<b>707,561</b>	<b>6.0%</b>

**Non Departmental Grants Program Budget Justification**

**RESOURCES**

Intergovernmental Federal of \$97,149 is from reauthorized Title III funds. Intergovernmental State of \$50,000 is for the new Court Care program established in 2017. Interest earnings are estimated at \$7,986.

The Net Working Capital balance of \$552,426 represents the balance of reauthorized Title III funds of \$548,708 and Community Development Block Grant funds of \$3,718 that were received in FY 17-18 and carried over to the FY 18-19 budget year.

The Block Grant fund includes annual revenues from payments on revolving loans and Net Working Capital from state and federal community development block grants received in previous years for housing rehabilitation, and other programs in Marion County. There are no immediate plans for using the balance of these funds.

**REQUIREMENTS**

There is \$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 include \$167,639 for forest patrol, and \$20,000 for search and rescue programs. 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 is to fund a position in the sheriff's office dedicated to forest patrol. The original Title III funds dedicated to forest patrol will be depleted in FY 18-19.

Contingency consists of two balances: \$82,000 is maintained for unanticipated search and rescue activities that may come up during the fiscal year. and \$3,774 for the Block Grant Fund. Ending Fund Balance of \$384,148 is dedicated to these programs.

MARION COUNTY FY 2018-19 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 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Charges for Services	210,768	19,077	250,000	200,000	-20.0%
Interest	20,572	37,413	28,739	20,200	-29.7%
Other Revenues	65,358	253,581	59,931	32,600	-45.6%
Net Working Capital	128,192	270,708	214,412	204,000	-4.9%
<b>TOTAL RESOURCES</b>	<b>424,890</b>	<b>580,778</b>	<b>553,082</b>	<b>456,800</b>	<b>-17.4%</b>
<b>REQUIREMENTS</b>					
Materials and Services	9,291	8,768	15,525	16,325	5.2%
Administrative Charges	13,478	11,352	10,277	10,631	3.4%
Special Payments	85,000	300,000	356,980	264,092	-26.0%
Transfers Out	46,414	46,247	47,249	39,399	-16.6%
Contingency	0	0	25,000	30,000	20.0%
Ending Fund Balance	0	0	98,051	96,353	-1.7%
<b>TOTAL REQUIREMENTS</b>	<b>154,183</b>	<b>366,367</b>	<b>553,082</b>	<b>456,800</b>	<b>-17.4%</b>

**Tax Title Land Sales Program Budget Justification**

**RESOURCES**

Resources are lower than budgeted for FY 2017-18. This is primarily due to the reduction of estimated foreclosed property auction sales. The inventory of tax foreclosed property has decreased. Loan principal and interest projections have also decreased due to recent contract payoffs that will result in decreased contract payments to the county. Finally, Net Working Capital is also anticipated to be lower than in the previous year due to some additional property cleanup expenditures in FY 2017-18.

**REQUIREMENTS**

Total requirements for the Tax Title Fund are \$96,282 less than the FY 2017-18 budgeted amount. The most significant difference is due to a reduced budget for Special Payments, which are distributions to taxing districts (down by \$92,888 compared to FY 2017-18). This decrease is primarily a result of the reductions in Net Working Capital and property sales resources available for distribution and as noted in the Resources explanation.

MARION COUNTY FY 2018-19 BUDGET  
 BY NON-DEPARTMENTAL  
 NON DEPARTMENTAL OPERATIONS

**Veterans Services Program**

- The Marion County Veterans Services Program is a program that started in FY 2017-18.
- The program establishes a Veterans Services office in Marion County, administered through the Mid-Valley Community Action Agency. Services will be provided to qualified veterans, spouses, and dependents residing in Marion County.

**Program Summary**

Non Departmental Operations	Program: Veterans Services				
	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Intergovernmental State	0	0	162,799	217,065	33.3%
General Fund Transfers	0	0	0	4,200	n.a.
<b>TOTAL RESOURCES</b>	<b>0</b>	<b>0</b>	<b>162,799</b>	<b>221,265</b>	<b>35.9%</b>
<b>REQUIREMENTS</b>					
Materials and Services	0	0	162,799	221,265	35.9%
<b>TOTAL REQUIREMENTS</b>	<b>0</b>	<b>0</b>	<b>162,799</b>	<b>221,265</b>	<b>35.9%</b>

**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, and a transfer from the General Fund.

**REQUIREMENTS**

Materials and Services for this program represent contracted services with Mid-Valley Community Action Agency to administer the program.

MARION COUNTY FY 2018-19 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 disasters, 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 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Interest	13,534	17,442	16,000	17,400	8.8%
Net Working Capital	2,209,138	2,222,672	2,240,114	2,257,514	0.8%
<b>TOTAL RESOURCES</b>	<b>2,222,672</b>	<b>2,240,114</b>	<b>2,256,114</b>	<b>2,274,914</b>	<b>0.8%</b>
<b>REQUIREMENTS</b>					
Special Payments	0	0	2,240,114	0	-100.0%
Reserve for Future Expenditure	0	0	16,000	2,274,914	14,118.2%
<b>TOTAL REQUIREMENTS</b>	<b>0</b>	<b>0</b>	<b>2,256,114</b>	<b>2,274,914</b>	<b>0.8%</b>

**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 2018-19 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 FY 2015-16. 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 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Charges for Services	24,237,839	25,528,593	27,232,214	28,798,975	5.8%
Interest	49,229	64,982	46,450	87,800	89.0%
Settlements	17,798	15,502	5,000	10,000	100.0%
Net Working Capital	8,879,333	9,585,868	10,704,525	11,189,525	4.5%
<b>TOTAL RESOURCES</b>	<b>33,184,199</b>	<b>35,194,945</b>	<b>37,988,189</b>	<b>40,086,300</b>	<b>5.5%</b>
<b>REQUIREMENTS</b>					
Materials and Services	23,456,745	24,345,213	27,084,714	28,672,375	5.9%
Administrative Charges	141,587	120,208	127,500	111,600	-12.5%
Transfers Out	0	25,000	25,000	0	-100.0%
Contingency	0	0	3,699,223	4,180,573	13.0%
Ending Fund Balance	0	0	7,051,752	7,121,752	1.0%
<b>TOTAL REQUIREMENTS</b>	<b>23,598,332</b>	<b>24,490,421</b>	<b>37,988,189</b>	<b>40,086,300</b>	<b>5.5%</b>

**Self Insurance Program Budget Justification**

**RESOURCES**

Charges for Services are charges to departments for insurance benefits. Net Working Capital is associated primarily with liability insurance, long-term disability and workers' compensation. Unexpended funds are carried over from year-to-year, to provide sufficient available resources in the event of large claims outside of normal estimated claims based on actuarial projections.

**REQUIREMENTS**

Materials and Services expenditures notable changes are an increase for health and dental insurance premiums of \$1,450,907. Contingency is increased \$481,350. Overall, the fund budget increased by \$2,098,111 compared to FY 2017-18.

MARION COUNTY FY 2018-19 BUDGET  
BY NON-DEPARTMENTAL  
NON DEPARTMENTAL OPERATIONS

**Resources by Fund Detail**

<b>100 - General Fund</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Taxes</b>				
311100 Property Taxes Current Year	63,274,521	65,801,530	69,097,000	71,342,750
311200 Property Taxes Prior Years	1,096,246	1,141,268	1,131,000	1,031,000
311300 Prop Tx Interest and Penalties	326,694	392,300	300,000	300,000
312200 Franchise Fees Cable TV	329,645	349,117	330,000	330,000
312300 Severance Taxes	7,730	5,592	5,592	7,530
Taxes Total	<b>65,034,837</b>	<b>67,689,807</b>	<b>70,863,592</b>	<b>73,011,280</b>
<b>Licenses and Permits</b>				
321000 Marriage Licenses	64,500	64,825	65,000	65,000
Licenses and Permits Total	<b>64,500</b>	<b>64,825</b>	<b>65,000</b>	<b>65,000</b>
<b>Intergovernmental Federal</b>				
331001 Payment in Lieu of Taxes	89,701	84,354	83,100	85,000
331010 Secure Rural Schools Title I	445,572	0	0	198,000
331016 DOI BLM O and C Lands Act	0	274,515	0	300,000
331224 USDA Child Nutrition Cluster	92,955	86,141	85,000	0
331990 Other Federal Revenues	29	34	30,000	25,000
Intergovernmental Federal Total	<b>628,257</b>	<b>445,045</b>	<b>198,100</b>	<b>608,000</b>
<b>Intergovernmental State</b>				
332010 Chapter 530 Forest Rehab	235,574	932,622	400,000	700,000
332011 OLCC General	1,633,287	1,761,377	1,819,545	1,943,275
332014 Cigarette Tax	299,564	291,497	283,700	279,880
332015 Electric Coop Tax	159,744	156,542	157,000	171,000
332016 Amusement Devise Tax	76,213	75,163	75,000	75,000
332017 Private Rail Car Tax	3,916	3,916	4,000	4,000
332019 County Assmt Funding CAFFA	1,107,943	1,052,874	1,099,096	1,103,493
332990 Other State Revenues	7	25,290	657,860	0
Intergovernmental State Total	<b>3,516,247</b>	<b>4,299,281</b>	<b>4,496,201</b>	<b>4,276,648</b>
<b>Charges for Services</b>				
341042 Marion Cty Justice Court Fees	601,487	603,463	585,000	540,000
341070 Filing Fees	38,632	39,410	40,000	40,000
341080 Recording Fees	1,371,709	1,577,626	1,703,000	1,533,060
341090 Passport Application Fees	28,025	141,775	50,000	85,000
341100 Assessment and Taxation Fees	29,254	32,412	30,000	30,000
341170 Witness Fees	0	0	500	500
341280 Detention Fees	59,778	60,264	0	0
341400 Tax Collector Fees	130,139	99,240	140,000	140,000
341420 Assessor Fees	47,148	43,237	46,000	46,000
341430 Copy Machine Fees	187,619	201,215	195,000	195,000
341630 Service Charges	0	0	300	300
341635 Returned Check Fees	0	100	0	100
341720 Appeal Fees	1,400	1,425	1,000	1,000
341840 Work Crew Fees	0	0	0	133,000
341880 Ownership Doc Processing Fees	28,479	23,341	26,000	26,000
341940 Declaration Domestic Partners	125	150	200	200
341952 Styrofoam Recycling	0	0	0	33,895



MARION COUNTY FY 2018-19 BUDGET  
BY NON-DEPARTMENTAL  
NON DEPARTMENTAL OPERATIONS

<b>100 - General Fund</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Charges for Services</b>				
341955 Wood and Compost Sales	0	0	0	60,000
342310 Parking Permits	238,566	245,528	226,535	226,535
344100 Election Reimbursements	224,246	269,111	50,000	50,000
344300 Restitution	473	45	3,000	3,000
344999 Other Reimbursements	1,344,964	(565)	5,000	30,000
345300 Surplus Property Sales	0	749	0	0
347501 Comm Svcs to Other Agencies	26,739	29,968	0	0
<b>Charges for Services Total</b>	<b>4,358,784</b>	<b>3,368,492</b>	<b>3,101,535</b>	<b>3,173,590</b>
<b>Interest</b>				
361000 Investment Earnings	192,887	264,784	283,250	291,750
365000 Investment Fee	440,644	485,523	457,320	471,040
<b>Interest Total</b>	<b>633,531</b>	<b>750,306</b>	<b>740,570</b>	<b>762,790</b>
<b>Other Revenues</b>				
371000 Miscellaneous Income	16,142	20,325	15,000	30,000
371100 Recoveries from Collections	65	0	0	0
372000 Over and Short	(1,068)	(1,426)	0	0
373900 Undesignated Donations	200	0	0	0
<b>Other Revenues Total</b>	<b>15,340</b>	<b>18,899</b>	<b>15,000</b>	<b>30,000</b>
<b>General Fund Transfers</b>				
381100 Transfer from General Fund	(57,822,204)	(60,288,239)	(66,130,337)	(71,085,580)
<b>General Fund Transfers Total</b>	<b>(57,822,204)</b>	<b>(60,288,239)</b>	<b>(66,130,337)</b>	<b>(71,085,580)</b>
<b>Other Fund Transfers</b>				
381255 Xfr from Traffic Safety Team	100,000	100,000	100,000	100,000
381270 Transfer from County Fair	0	0	47,557	0
<b>Other Fund Transfers Total</b>	<b>100,000</b>	<b>100,000</b>	<b>147,557</b>	<b>100,000</b>
<b>Net Working Capital</b>				
392000 Net Working Capital Unrestr	10,808,395	11,232,586	14,731,332	14,246,550
<b>Net Working Capital Total</b>	<b>10,808,395</b>	<b>11,232,586</b>	<b>14,731,332</b>	<b>14,246,550</b>
<b>General Fund Total</b>	<b>27,337,687</b>	<b>27,681,003</b>	<b>28,228,550</b>	<b>25,188,278</b>
<b>105 - CH2 Redevelopment</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Interest</b>				
361000 Investment Earnings	152	0	0	0
<b>Interest Total</b>	<b>152</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Net Working Capital</b>				
392000 Net Working Capital Unrestr	24,820	0	0	0
<b>Net Working Capital Total</b>	<b>24,820</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>CH2 Redevelopment Total</b>	<b>24,972</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>115 - Non Departmental Grants</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Intergovernmental Federal</b>				
331011 Secure Rural Schools Title II	158,586	0	0	0

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<b>115 - Non Departmental Grants</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Intergovernmental Federal</b>				
331012 Secure Rural Schools Title III	138,763	0	0	97,149
<b>Intergovernmental Federal Total</b>	<b>297,348</b>	<b>0</b>	<b>0</b>	<b>97,149</b>
<b>Intergovernmental State</b>				
332085 Oregon Dept Veterans Affairs	0	0	162,799	217,065
332990 Other State Revenues	0	0	50,000	50,000
<b>Intergovernmental State Total</b>	<b>0</b>	<b>0</b>	<b>212,799</b>	<b>267,065</b>
<b>Interest</b>				
361000 Investment Earnings	3,603	4,985	5,190	7,930
<b>Interest Total</b>	<b>3,603</b>	<b>4,985</b>	<b>5,190</b>	<b>7,930</b>
<b>General Fund Transfers</b>				
381100 Transfer from General Fund	0	0	0	4,200
<b>General Fund Transfers Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4,200</b>
<b>Net Working Capital</b>				
391000 Net Working Capital Restricted	574,475	646,094	608,917	548,708
<b>Net Working Capital Total</b>	<b>574,475</b>	<b>646,094</b>	<b>608,917</b>	<b>548,708</b>
<b>Non Departmental Grants Total</b>	<b>875,427</b>	<b>651,080</b>	<b>826,906</b>	<b>925,052</b>
<b>155 - Tax Title Land Sales</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Charges for Services</b>				
345200 Foreclosed Property Sales	210,768	19,077	250,000	200,000
<b>Charges for Services Total</b>	<b>210,768</b>	<b>19,077</b>	<b>250,000</b>	<b>200,000</b>
<b>Interest</b>				
361000 Investment Earnings	877	2,406	750	2,500
364900 Loan Repayment Interest	19,695	35,006	27,989	17,700
<b>Interest Total</b>	<b>20,572</b>	<b>37,413</b>	<b>28,739</b>	<b>20,200</b>
<b>Other Revenues</b>				
374900 Loan Repayment Principal	65,358	253,581	59,931	32,600
<b>Other Revenues Total</b>	<b>65,358</b>	<b>253,581</b>	<b>59,931</b>	<b>32,600</b>
<b>Net Working Capital</b>				
392000 Net Working Capital Unrestr	128,192	270,708	214,412	204,000
<b>Net Working Capital Total</b>	<b>128,192</b>	<b>270,708</b>	<b>214,412</b>	<b>204,000</b>
<b>Tax Title Land Sales Total</b>	<b>424,890</b>	<b>580,778</b>	<b>553,082</b>	<b>456,800</b>
<b>170 - Block Grant</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Interest</b>				
361000 Investment Earnings	136	20	8	56
<b>Interest Total</b>	<b>136</b>	<b>20</b>	<b>8</b>	<b>56</b>
<b>Other Revenues</b>				
374100 Block Grant Loan Principal	1,200	1,200	0	0
<b>Other Revenues Total</b>	<b>1,200</b>	<b>1,200</b>	<b>0</b>	<b>0</b>

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<b>170 - Block Grant</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Net Working Capital</b>				
392000 Net Working Capital Unrestr	48,852	2,467	3,687	3,718
Net Working Capital Total	<b>48,852</b>	<b>2,467</b>	<b>3,687</b>	<b>3,718</b>
Block Grant Total	<b>50,188</b>	<b>3,687</b>	<b>3,695</b>	<b>3,774</b>
<b>185 - Criminal Justice Assessment</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Fines and Forfeitures</b>				
353100 County Assessments	428,098	436,979	425,443	446,886
353200 Court Security	336,906	288,255	291,000	246,683
Fines and Forfeitures Total	<b>765,004</b>	<b>725,234</b>	<b>716,443</b>	<b>693,569</b>
<b>Interest</b>				
361000 Investment Earnings	6,371	7,396	6,400	10,200
Interest Total	<b>6,371</b>	<b>7,396</b>	<b>6,400</b>	<b>10,200</b>
<b>Net Working Capital</b>				
392000 Net Working Capital Unrestr	1,022,788	968,229	914,492	791,078
Net Working Capital Total	<b>1,022,788</b>	<b>968,229</b>	<b>914,492</b>	<b>791,078</b>
Criminal Justice Assessment Total	<b>1,794,163</b>	<b>1,700,859</b>	<b>1,637,335</b>	<b>1,494,847</b>
<b>210 - County Schools</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Intergovernmental Federal</b>				
331010 Secure Rural Schools Title I	309,851	0	0	0
331015 USDA Forest Service	0	48,232	70,000	50,000
331990 Other Federal Revenues	10	12	0	0
Intergovernmental Federal Total	<b>309,860</b>	<b>48,243</b>	<b>70,000</b>	<b>50,000</b>
<b>Intergovernmental State</b>				
332010 Chapter 530 Forest Rehab	137,934	607,702	280,000	454,500
332015 Electric Coop Tax	79,752	78,153	85,372	80,000
332017 Private Rail Car Tax	2,540	2,504	2,500	1,750
Intergovernmental State Total	<b>220,226</b>	<b>688,360</b>	<b>367,872</b>	<b>536,250</b>
<b>Interest</b>				
361000 Investment Earnings	922	1,221	1,200	1,500
Interest Total	<b>922</b>	<b>1,221</b>	<b>1,200</b>	<b>1,500</b>
<b>Net Working Capital</b>				
392000 Net Working Capital Unrestr	123,237	75,575	199,331	0
Net Working Capital Total	<b>123,237</b>	<b>75,575</b>	<b>199,331</b>	<b>0</b>
County Schools Total	<b>654,245</b>	<b>813,399</b>	<b>638,403</b>	<b>587,750</b>
<b>381 - Rainy Day</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Interest</b>				
361000 Investment Earnings	13,534	17,442	16,000	17,400
Interest Total	<b>13,534</b>	<b>17,442</b>	<b>16,000</b>	<b>17,400</b>

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<b>381 - Rainy Day</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Net Working Capital</b>				
392000 Net Working Capital Unrestr	2,209,138	2,222,672	2,240,114	2,257,514
<b>Net Working Capital Total</b>	<b>2,209,138</b>	<b>2,222,672</b>	<b>2,240,114</b>	<b>2,257,514</b>
<b>Rainy Day Total</b>	<b>2,222,672</b>	<b>2,240,114</b>	<b>2,256,114</b>	<b>2,274,914</b>
<b>410 - Debt Service</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Admin Cost Recovery</b>				
412100 PERS Debt Service Assessments	4,514,389	4,460,752	3,956,620	5,361,980
<b>Admin Cost Recovery Total</b>	<b>4,514,389</b>	<b>4,460,752</b>	<b>3,956,620</b>	<b>5,361,980</b>
<b>Interest</b>				
361000 Investment Earnings	7,000	10,543	7,000	10,500
<b>Interest Total</b>	<b>7,000</b>	<b>10,543</b>	<b>7,000</b>	<b>10,500</b>
<b>General Fund Transfers</b>				
381100 Transfer from General Fund	1,581,574	2,879,380	3,138,207	3,355,729
<b>General Fund Transfers Total</b>	<b>1,581,574</b>	<b>2,879,380</b>	<b>3,138,207</b>	<b>3,355,729</b>
<b>Other Fund Transfers</b>				
381180 Transfer from Comm Corrections	0	0	0	129,078
381190 Transfer from Health	347,616	368,262	368,262	368,262
<b>Other Fund Transfers Total</b>	<b>347,616</b>	<b>368,262</b>	<b>368,262</b>	<b>497,340</b>
<b>Net Working Capital</b>				
392000 Net Working Capital Unrestr	981,614	964,838	1,219,699	785,316
<b>Net Working Capital Total</b>	<b>981,614</b>	<b>964,838</b>	<b>1,219,699</b>	<b>785,316</b>
<b>Debt Service Total</b>	<b>7,432,193</b>	<b>8,683,775</b>	<b>8,689,788</b>	<b>10,010,865</b>
<b>580 - Central Services</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Admin Cost Recovery</b>				
411800 MCBEE Allocation	47,429	158,159	103,712	156,758
<b>Admin Cost Recovery Total</b>	<b>47,429</b>	<b>158,159</b>	<b>103,712</b>	<b>156,758</b>
<b>General Fund Transfers</b>				
381100 Transfer from General Fund	0	0	200,000	100,000
<b>General Fund Transfers Total</b>	<b>0</b>	<b>0</b>	<b>200,000</b>	<b>100,000</b>
<b>Central Services Total</b>	<b>47,429</b>	<b>158,159</b>	<b>303,712</b>	<b>256,758</b>
<b>585 - Self Insurance</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Charges for Services</b>				
344800 EAIP Reimbursement	92,245	93,532	100,000	100,000
344999 Other Reimbursements	0	35,000	0	0
348100 Liability Insurance	1,096,801	1,368,799	1,255,800	1,442,000
348200 Workers Comp Insurance	827,925	836,026	756,900	727,200
348300 Medical Insurance	19,312,946	20,268,535	21,906,635	23,152,853
348310 Dental Insurance	1,925,426	2,011,078	2,155,305	2,279,656

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<b>585 - Self Insurance</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Charges for Services</b>				
348320 Health Savings Accounts	131,922	120,470	145,000	145,000
348400 Group Term Life Insurance	136,520	142,978	165,988	173,055
348500 Long Term Disability Insurance	342,793	291,220	372,189	387,888
348600 Unemployment Insurance	333,853	322,285	334,552	350,621
348800 Employee Assistance Program	37,407	38,669	39,845	40,702
<b>Charges for Services Total</b>	<b>24,237,839</b>	<b>25,528,593</b>	<b>27,232,214</b>	<b>28,798,975</b>
<b>Interest</b>				
361000 Investment Earnings	49,229	64,982	46,450	87,800
<b>Interest Total</b>	<b>49,229</b>	<b>64,982</b>	<b>46,450</b>	<b>87,800</b>
<b>Settlements</b>				
382100 Settlements	17,798	15,502	5,000	10,000
<b>Settlements Total</b>	<b>17,798</b>	<b>15,502</b>	<b>5,000</b>	<b>10,000</b>
<b>Net Working Capital</b>				
391000 Net Working Capital Restricted	1,830,000	1,830,000	1,830,000	1,830,000
392000 Net Working Capital Unrestr	7,049,333	7,755,868	8,874,525	9,359,525
<b>Net Working Capital Total</b>	<b>8,879,333</b>	<b>9,585,868</b>	<b>10,704,525</b>	<b>11,189,525</b>
<b>Self Insurance Total</b>	<b>33,184,199</b>	<b>35,194,945</b>	<b>37,988,189</b>	<b>40,086,300</b>
Non Departmental Operations	74,048,065	77,707,799	81,125,774	81,285,338
Grand Total				

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<b>Requirements by Fund Detail</b>				
<b>100 - General Fund</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Materials and Services</b>				
<b>Supplies</b>				
521070 Departmental Supplies	0	1,625	0	0
<b>Supplies Total</b>	<b>0</b>	<b>1,625</b>	<b>0</b>	<b>0</b>
<b>Utilities</b>				
524010 Electricity	151,210	153,174	146,038	158,703
524020 Street Light Electricity	152	164	148	157
524040 Natural Gas	11,699	11,368	9,528	11,759
524050 Water	8,730	14,710	11,442	12,890
524070 Sewer	12,164	13,934	11,497	11,547
524090 Garbage Disposal and Recycling	10,920	11,358	10,974	12,747
<b>Utilities Total</b>	<b>194,875</b>	<b>204,709</b>	<b>189,627</b>	<b>207,803</b>
<b>Contracted Services</b>				
525110 Consulting Services	0	0	102,877	500,000
525175 Temporary Staffing	0	10,472	0	0
525210 Medical Services	6,500	9,700	0	0
525320 Food Services	717	490	0	0
525450 Subscription Services	2,800	0	8,400	13,100
525510 Legal Services	0	34,523	25,000	25,000
525630 Insurance Admin Services	2,904	3,300	6,100	6,100
525999 Other Contracted Services	273,171	453,014	876,938	959,966
<b>Contracted Services Total</b>	<b>286,092</b>	<b>511,498</b>	<b>1,019,315</b>	<b>1,504,166</b>
<b>Rentals</b>				
527240 Condo Assn Assessments	15,439	12,301	13,479	12,621
<b>Rentals Total</b>	<b>15,439</b>	<b>12,301</b>	<b>13,479</b>	<b>12,621</b>
<b>Miscellaneous</b>				
529210 Meetings	349	103	0	0
529230 Training	0	2,986	10,000	10,000
529300 Dues and Memberships	131,823	130,097	136,491	144,542
529540 Predatory Animals	55,684	55,672	55,956	63,270
529550 Water Master	8,700	8,700	8,700	8,700
529910 Awards and Recognition	3,866	3,287	6,500	6,500
529998 Retroactive PERS Adjustments	16,770	35,475	15,000	50,000
529999 Miscellaneous Expense	3	0	0	0
<b>Miscellaneous Total</b>	<b>217,195</b>	<b>236,320</b>	<b>232,647</b>	<b>283,012</b>
<b>Materials and Services Total</b>	<b>713,601</b>	<b>966,453</b>	<b>1,455,068</b>	<b>2,007,602</b>
<b>Administrative Charges</b>				
611210 Facilities Mgt Allocation	420,756	414,531	445,896	451,829
611220 Custodial Allocation	285,343	295,554	304,345	329,593
<b>Administrative Charges Total</b>	<b>706,099</b>	<b>710,085</b>	<b>750,241</b>	<b>781,422</b>
<b>Transfers Out</b>				
561115 Transfer to Non Dept Grants	0	0	0	4,200

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<b>100 - General Fund</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Transfers Out</b>				
561125 Transfer to Juvenile Grants	907,545	923,870	1,002,715	78,844
561130 Transfer to Public Works	32,460	118,782	175,525	227,250
561160 Xfer to Community Svcs Grants	4,729	39,123	2,000	40,000
561180 Transfer to Comm Corrections	0	0	0	280,545
561190 Transfer to Health	3,498,968	3,730,390	3,730,390	3,795,298
561220 Transfer to Child Support	322,920	355,864	391,606	412,733
561230 Transfer to Dog Control	693,883	795,306	920,716	1,029,423
561250 Transfer to Sheriff Grants	39,652	54,226	58,916	64,363
561270 Transfer to County Fair	98,537	97,557	97,557	110,000
561300 Transfer to DA Grants	84,751	55,870	124,084	140,784
561305 Transfer to Land Use Planning	254,045	261,088	535,318	544,588
561310 Transfer to Parks	164,950	88,462	238,480	229,817
561320 Transfer to Surveyor	102,000	101,659	101,659	101,659
561410 Transfer to Debt Service	1,581,574	2,879,380	3,138,207	3,355,729
561455 Xfer to Facility Renovation	3,545,732	368,725	1,000,000	1,000,000
561480 Xfer to Capital Impr Projects	2,604,605	995,822	2,928,443	3,547,067
561580 Transfer to Central Services	400,221	407,008	859,597	803,349
561595 Transfer to Fleet Management	0	0	0	57,246
561605 Transfer to MCE4H Svc District	348,828	0	0	0
<b>Transfers Out Total</b>	<b>14,685,401</b>	<b>11,273,132</b>	<b>15,305,213</b>	<b>15,822,895</b>
<b>Contingency</b>				
571010 Contingency	0	0	1,371,475	1,313,770
<b>Contingency Total</b>	<b>0</b>	<b>0</b>	<b>1,371,475</b>	<b>1,313,770</b>
<b>Ending Fund Balance</b>				
573010 Unapprop Ending Fund Balance	0	0	9,346,553	5,262,589
<b>Ending Fund Balance Total</b>	<b>0</b>	<b>0</b>	<b>9,346,553</b>	<b>5,262,589</b>
<b>General Fund Total</b>	<b>16,105,101</b>	<b>12,949,670</b>	<b>28,228,550</b>	<b>25,188,278</b>
<b>105 - CH2 Redevelopment</b>				
	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Materials and Services</b>				
<b>Materials</b>				
522150 Small Office Equipment	12,814	0	0	0
<b>Materials Total</b>	<b>12,814</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Contracted Services</b>				
525999 Other Contracted Services	7,779	0	0	0
<b>Contracted Services Total</b>	<b>7,779</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Repairs and Maintenance</b>				
526030 Building Maintenance	3,629	0	0	0
<b>Repairs and Maintenance Total</b>	<b>3,629</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Materials and Services Total</b>	<b>24,222</b>	<b>0</b>	<b>0</b>	<b>0</b>

MARION COUNTY FY 2018-19 BUDGET  
 BY NON-DEPARTMENTAL  
 NON DEPARTMENTAL OPERATIONS

<b>105 - CH2 Redevelopment</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Transfers Out</b>				
561480 Xfer to Capital Impr Projects	750	0	0	0
<b>Transfers Out Total</b>	<b>750</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>CH2 Redevelopment Total</b>	<b>24,972</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>115 - Non Departmental Grants</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Materials and Services</b>				
<b>Contracted Services</b>				
525153 Fiscal Agent Services	0	0	0	4,200
525251 Child Care Services	0	0	50,000	50,000
525255 Veterans Services	0	0	162,799	217,065
525999 Other Contracted Services	158,586	0	0	0
<b>Contracted Services Total</b>	<b>158,586</b>	<b>0</b>	<b>212,799</b>	<b>271,265</b>
<b>Materials and Services Total</b>	<b>158,586</b>	<b>0</b>	<b>212,799</b>	<b>271,265</b>
<b>Transfers Out</b>				
561250 Transfer to Sheriff Grants	70,746	42,163	127,561	187,639
<b>Transfers Out Total</b>	<b>70,746</b>	<b>42,163</b>	<b>127,561</b>	<b>187,639</b>
<b>Contingency</b>				
571010 Contingency	0	0	96,265	82,000
<b>Contingency Total</b>	<b>0</b>	<b>0</b>	<b>96,265</b>	<b>82,000</b>
<b>Ending Fund Balance</b>				
573010 Unapprop Ending Fund Balance	0	0	390,281	384,148
<b>Ending Fund Balance Total</b>	<b>0</b>	<b>0</b>	<b>390,281</b>	<b>384,148</b>
<b>Non Departmental Grants Total</b>	<b>229,332</b>	<b>42,163</b>	<b>826,906</b>	<b>925,052</b>
<b>155 - Tax Title Land Sales</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Materials and Services</b>				
<b>Supplies</b>				
521010 Office Supplies	4	8	100	100
521030 Field Supplies	1	0	0	0
<b>Supplies Total</b>	<b>5</b>	<b>8</b>	<b>100</b>	<b>100</b>
<b>Materials</b>				
522060 Sign Materials	0	245	100	100
522160 Small Departmental Equipment	0	140	0	100
<b>Materials Total</b>	<b>0</b>	<b>385</b>	<b>100</b>	<b>200</b>
<b>Communications</b>				
523050 Postage	36	76	100	100
<b>Communications Total</b>	<b>36</b>	<b>76</b>	<b>100</b>	<b>100</b>
<b>Utilities</b>				
524010 Electricity	185	0	150	150
524050 Water	250	0	0	0



MARION COUNTY FY 2018-19 BUDGET  
BY NON-DEPARTMENTAL  
NON DEPARTMENTAL OPERATIONS

<b>155 - Tax Title Land Sales</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Materials and Services</b>				
524090 Garbage Disposal and Recycling	0	0	200	200
<b>Utilities Total</b>	435	0	350	350
<b>Contracted Services</b>				
525360 Public Works Services	204	0	0	0
525710 Printing Services	0	0	100	0
525715 Advertising	2,212	489	2,000	2,000
525735 Mail Services	83	191	0	0
525999 Other Contracted Services	0	44	0	1,500
<b>Contracted Services Total</b>	2,499	724	2,100	3,500
<b>Repairs and Maintenance</b>				
526030 Building Maintenance	2,123	1,369	2,500	2,500
526050 Grounds Maintenance	529	196	1,000	1,000
<b>Repairs and Maintenance Total</b>	2,652	1,564	3,500	3,500
<b>Rentals</b>				
527120 Motor Pool Mileage	552	45	400	250
527130 Parking	10	0	0	0
527300 Equipment Rental	0	0	0	750
<b>Rentals Total</b>	562	45	400	1,000
<b>Miscellaneous</b>				
529110 Mileage Reimbursement	0	0	200	100
529120 Commercial Travel	0	5	0	0
529130 Meals	68	0	125	75
529140 Lodging	462	112	500	450
529220 Conferences	250	250	500	350
529230 Training	0	0	500	0
529300 Dues and Memberships	50	50	50	100
529880 Recording Charges	202	483	1,000	500
529920 Auctions	251	673	2,500	2,500
529999 Miscellaneous Expense	1,819	4,393	3,500	3,500
<b>Miscellaneous Total</b>	3,101	5,966	8,875	7,575
<b>Materials and Services Total</b>	<b>9,291</b>	<b>8,768</b>	<b>15,525</b>	<b>16,325</b>
<b>Administrative Charges</b>				
611100 County Admin Allocation	358	420	453	471
611230 Courier Allocation	30	30	34	23
611255 Benefits Allocation	149	140	153	154
611260 Human Resources Allocation	514	533	621	619
611300 Legal Services Allocation	11,604	9,306	8,118	8,355
611400 Information Tech Allocation	349	370	413	464
611410 FIMS Allocation	154	221	191	185
611420 Telecommunications Allocation	42	45	0	0
611600 Finance Allocation	244	241	251	281
611800 MCBEE Allocation	3	13	7	11

MARION COUNTY FY 2018-19 BUDGET  
 BY NON-DEPARTMENTAL  
 NON DEPARTMENTAL OPERATIONS

<b>155 - Tax Title Land Sales</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Administrative Charges</b>				
612100 IT Equipment Use Charges	31	33	36	68
<b>Administrative Charges Total</b>	<b>13,478</b>	<b>11,352</b>	<b>10,277</b>	<b>10,631</b>
<b>Special Payments</b>				
551300 Distributions to Tax Districts	85,000	300,000	356,980	264,092
<b>Special Payments Total</b>	<b>85,000</b>	<b>300,000</b>	<b>356,980</b>	<b>264,092</b>
<b>Transfers Out</b>				
561580 Transfer to Central Services	46,414	46,247	47,249	39,399
<b>Transfers Out Total</b>	<b>46,414</b>	<b>46,247</b>	<b>47,249</b>	<b>39,399</b>
<b>Contingency</b>				
571010 Contingency	0	0	25,000	30,000
<b>Contingency Total</b>	<b>0</b>	<b>0</b>	<b>25,000</b>	<b>30,000</b>
<b>Ending Fund Balance</b>				
573010 Unapprop Ending Fund Balance	0	0	98,051	96,353
<b>Ending Fund Balance Total</b>	<b>0</b>	<b>0</b>	<b>98,051</b>	<b>96,353</b>
<b>Tax Title Land Sales Total</b>	<b>154,183</b>	<b>366,367</b>	<b>553,082</b>	<b>456,800</b>
<b>170 - Block Grant</b>				
<b>Transfers Out</b>				
561165 Xfer to Lottery and Econ Dev	47,721	0	0	0
<b>Transfers Out Total</b>	<b>47,721</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Contingency</b>				
571010 Contingency	0	0	3,695	3,774
<b>Contingency Total</b>	<b>0</b>	<b>0</b>	<b>3,695</b>	<b>3,774</b>
<b>Block Grant Total</b>	<b>47,721</b>	<b>0</b>	<b>3,695</b>	<b>3,774</b>
<b>185 - Criminal Justice Assessment</b>				
<b>Materials and Services</b>				
<b>Supplies</b>				
521070 Departmental Supplies	0	0	200	200
521300 Safety Clothing	0	0	100	100
<b>Supplies Total</b>	<b>0</b>	<b>0</b>	<b>300</b>	<b>300</b>
<b>Communications</b>				
523090 Long Distance Charges	5	13	20	20
<b>Communications Total</b>	<b>5</b>	<b>13</b>	<b>20</b>	<b>20</b>
<b>Contracted Services</b>				
525555 Security Services	285,673	318,169	325,000	290,185
<b>Contracted Services Total</b>	<b>285,673</b>	<b>318,169</b>	<b>325,000</b>	<b>290,185</b>
<b>Repairs and Maintenance</b>				
526011 Dept Equipment Maintenance	9,650	5,173	10,000	10,000
526030 Building Maintenance	1,578	0	2,000	1,000
<b>Repairs and Maintenance Total</b>	<b>11,228</b>	<b>5,173</b>	<b>12,000</b>	<b>11,000</b>
<b>Materials and Services Total</b>	<b>296,906</b>	<b>323,355</b>	<b>337,320</b>	<b>301,505</b>

MARION COUNTY FY 2018-19 BUDGET  
BY NON-DEPARTMENTAL  
NON DEPARTMENTAL OPERATIONS

<b>185 - Criminal Justice Assessment</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Administrative Charges</b>				
611410 FIMS Allocation	2,905	3,703	4,765	4,005
611600 Finance Allocation	1,066	1,057	1,676	1,727
611800 MCBEE Allocation	57	212	174	250
<b>Administrative Charges Total</b>	<b>4,028</b>	<b>4,972</b>	<b>6,615</b>	<b>5,982</b>
<b>Capital Outlay</b>				
531300 Departmental Equipment Capital	0	0	100,000	100,000
531600 Computer Hardware Capital	0	8,039	0	0
<b>Capital Outlay Total</b>	<b>0</b>	<b>8,039</b>	<b>100,000</b>	<b>100,000</b>
<b>Transfers Out</b>				
561100 Transfer to General Fund	175,000	150,000	151,505	148,962
561125 Transfer to Juvenile Grants	175,000	150,000	151,505	148,962
561180 Transfer to Comm Corrections	175,000	150,000	151,505	148,962
<b>Transfers Out Total</b>	<b>525,000</b>	<b>450,000</b>	<b>454,515</b>	<b>446,886</b>
<b>Contingency</b>				
571010 Contingency	0	0	100,000	10,000
<b>Contingency Total</b>	<b>0</b>	<b>0</b>	<b>100,000</b>	<b>10,000</b>
<b>Ending Fund Balance</b>				
573010 Unapprop Ending Fund Balance	0	0	638,885	630,474
<b>Ending Fund Balance Total</b>	<b>0</b>	<b>0</b>	<b>638,885</b>	<b>630,474</b>
<b>Criminal Justice Assessment Total</b>	<b>825,934</b>	<b>786,366</b>	<b>1,637,335</b>	<b>1,494,847</b>
<b>210 - County Schools</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Special Payments</b>				
551200 Distributions to Schools	578,669	614,068	638,403	587,750
<b>Special Payments Total</b>	<b>578,669</b>	<b>614,068</b>	<b>638,403</b>	<b>587,750</b>
<b>County Schools Total</b>	<b>578,669</b>	<b>614,068</b>	<b>638,403</b>	<b>587,750</b>
<b>381 - Rainy Day</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Special Payments</b>				
551990 Other Special Payments	0	0	2,240,114	0
<b>Special Payments Total</b>	<b>0</b>	<b>0</b>	<b>2,240,114</b>	<b>0</b>
<b>Reserve for Future Expenditure</b>				
572010 Reserve for Future Expenditure	0	0	16,000	2,274,914
<b>Reserve for Future Expenditure Total</b>	<b>0</b>	<b>0</b>	<b>16,000</b>	<b>2,274,914</b>
<b>Rainy Day Total</b>	<b>0</b>	<b>0</b>	<b>2,256,114</b>	<b>2,274,914</b>
<b>410 - Debt Service</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Debt Service Principal</b>				
541100 Principal Payments	3,257,623	4,184,588	4,678,326	5,255,120
<b>Debt Service Principal Total</b>	<b>3,257,623</b>	<b>4,184,588</b>	<b>4,678,326</b>	<b>5,255,120</b>

MARION COUNTY FY 2018-19 BUDGET  
BY NON-DEPARTMENTAL  
NON DEPARTMENTAL OPERATIONS

<b>410 - Debt Service</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Debt Service Interest</b>				
542100 Interest Payments	3,209,732	3,279,489	3,229,645	3,193,161
<b>Debt Service Interest Total</b>	<b>3,209,732</b>	<b>3,279,489</b>	<b>3,229,645</b>	<b>3,193,161</b>
<b>Ending Fund Balance</b>				
573010 Unapprop Ending Fund Balance	0	0	781,817	1,562,584
<b>Ending Fund Balance Total</b>	<b>0</b>	<b>0</b>	<b>781,817</b>	<b>1,562,584</b>
<b>Debt Service Total</b>	<b>6,467,355</b>	<b>7,464,077</b>	<b>8,689,788</b>	<b>10,010,865</b>
<b>580 - Central Services</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Materials and Services</b>				
<b>Materials</b>				
522180 Software	8,249	0	0	0
<b>Materials Total</b>	<b>8,249</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Contracted Services</b>				
525110 Consulting Services	14,156	108,065	220,000	125,000
525999 Other Contracted Services	0	0	70,000	70,000
<b>Contracted Services Total</b>	<b>14,156</b>	<b>108,065</b>	<b>290,000</b>	<b>195,000</b>
<b>Repairs and Maintenance</b>				
526021 Computer Software Maintenance	18,148	0	0	0
<b>Repairs and Maintenance Total</b>	<b>18,148</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Miscellaneous</b>				
529230 Training	0	40,478	10,000	55,000
<b>Miscellaneous Total</b>	<b>0</b>	<b>40,478</b>	<b>10,000</b>	<b>55,000</b>
<b>Materials and Services Total</b>	<b>40,553</b>	<b>148,542</b>	<b>300,000</b>	<b>250,000</b>
<b>Administrative Charges</b>				
611100 County Admin Allocation	1,435	2,100	842	1,660
611410 FIMS Allocation	3,980	5,847	2,123	3,562
611600 Finance Allocation	1,461	1,669	747	1,536
<b>Administrative Charges Total</b>	<b>6,876</b>	<b>9,616</b>	<b>3,712</b>	<b>6,758</b>
<b>Central Services Total</b>	<b>47,429</b>	<b>158,158</b>	<b>303,712</b>	<b>256,758</b>
<b>585 - Self Insurance</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Materials and Services</b>				
<b>Supplies</b>				
521010 Office Supplies	0	118	0	0
521070 Departmental Supplies	263	174	0	2,500
521310 Safety Equipment	0	64	5,000	5,000
<b>Supplies Total</b>	<b>263</b>	<b>356</b>	<b>5,000</b>	<b>7,500</b>
<b>Materials</b>				
522150 Small Office Equipment	1,885	1,808	5,000	3,000
522160 Small Departmental Equipment	0	8,583	6,000	6,000
<b>Materials Total</b>	<b>1,885</b>	<b>10,391</b>	<b>11,000</b>	<b>9,000</b>

MARION COUNTY FY 2018-19 BUDGET  
BY NON-DEPARTMENTAL  
NON DEPARTMENTAL OPERATIONS

<b>585 - Self Insurance</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Materials and Services</b>				
<b>Contracted Services</b>				
525152 Accounting Services	1,851	1,018	1,845	2,702
525450 Subscription Services	13,800	33,800	40,800	44,900
525610 Insurance Adjustors	260	0	500	500
525620 Insurance Brokers	36,201	37,287	38,000	39,000
525630 Insurance Admin Services	73,350	73,875	75,800	75,800
525999 Other Contracted Services	12,100	1,815	5,000	12,500
<b>Contracted Services Total</b>	<b>137,562</b>	<b>147,795</b>	<b>161,945</b>	<b>175,402</b>
<b>Repairs and Maintenance</b>				
526021 Computer Software Maintenance	0	50	0	0
<b>Repairs and Maintenance Total</b>	<b>0</b>	<b>50</b>	<b>0</b>	<b>0</b>
<b>Insurance</b>				
528120 WC Insurance Premiums	134,597	138,779	105,000	105,000
528130 Property Insurance Premiums	193,820	192,859	200,000	200,000
528150 Health Insurance Premiums	19,061,939	20,026,917	21,906,635	23,152,853
528160 Dental Insurance Premiums	1,911,697	1,998,995	2,155,305	2,279,656
528170 Life Insurance Premiums	134,667	141,685	165,988	173,055
528180 Disability Insurance Premiums	274,712	288,985	357,189	380,388
528190 County HSA Contributions	131,922	120,538	145,000	145,000
528310 Excess Workers Comp Insurance	89,265	100,113	100,000	100,000
528320 Excess Liability Insurance	130,590	126,974	134,000	150,000
528410 Liability Claims	125,151	57,671	665,500	843,000
528415 Auto Claims	19,001	50,355	75,000	75,000
528430 Unemployment Claims	222,769	226,390	331,752	347,821
528460 Long Term Disability Claims	1,627	15,260	15,000	7,500
528510 Workers Comp Claims	680,033	691,585	516,800	487,200
<b>Insurance Total</b>	<b>23,111,791</b>	<b>24,177,107</b>	<b>26,873,169</b>	<b>28,446,473</b>
<b>Miscellaneous</b>				
529210 Meetings	408	655	500	500
529220 Conferences	0	4,135	2,500	2,500
529230 Training	6,050	4,725	2,500	2,500
529430 Safety Incentives EAIP	198,787	0	28,100	28,500
<b>Miscellaneous Total</b>	<b>205,245</b>	<b>9,515</b>	<b>33,600</b>	<b>34,000</b>
<b>Materials and Services Total</b>	<b>23,456,745</b>	<b>24,345,213</b>	<b>27,084,714</b>	<b>28,672,375</b>
<b>Administrative Charges</b>				
611300 Legal Services Allocation	141,587	120,208	127,500	111,600
<b>Administrative Charges Total</b>	<b>141,587</b>	<b>120,208</b>	<b>127,500</b>	<b>111,600</b>
<b>Transfers Out</b>				
561480 Xfer to Capital Impr Projects	0	25,000	25,000	0
<b>Transfers Out Total</b>	<b>0</b>	<b>25,000</b>	<b>25,000</b>	<b>0</b>
<b>Contingency</b>				
571010 Contingency	0	0	3,699,223	4,180,573
<b>Contingency Total</b>	<b>0</b>	<b>0</b>	<b>3,699,223</b>	<b>4,180,573</b>

MARION COUNTY FY 2018-19 BUDGET  
 BY NON-DEPARTMENTAL  
 NON DEPARTMENTAL OPERATIONS

<b>585 - Self Insurance</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Ending Fund Balance</b>				
573010 Unapprop Ending Fund Balance	0	0	2,472,752	2,542,752
573050 Self Insurance Reserves	0	0	4,579,000	4,579,000
<b>Ending Fund Balance Total</b>	<b>0</b>	<b>0</b>	<b>7,051,752</b>	<b>7,121,752</b>
<b>Self Insurance Total</b>	<b>23,598,332</b>	<b>24,490,421</b>	<b>37,988,189</b>	<b>40,086,300</b>
Non Departmental Operations	48,079,028	46,871,291	81,125,774	81,285,338
Grand Total				

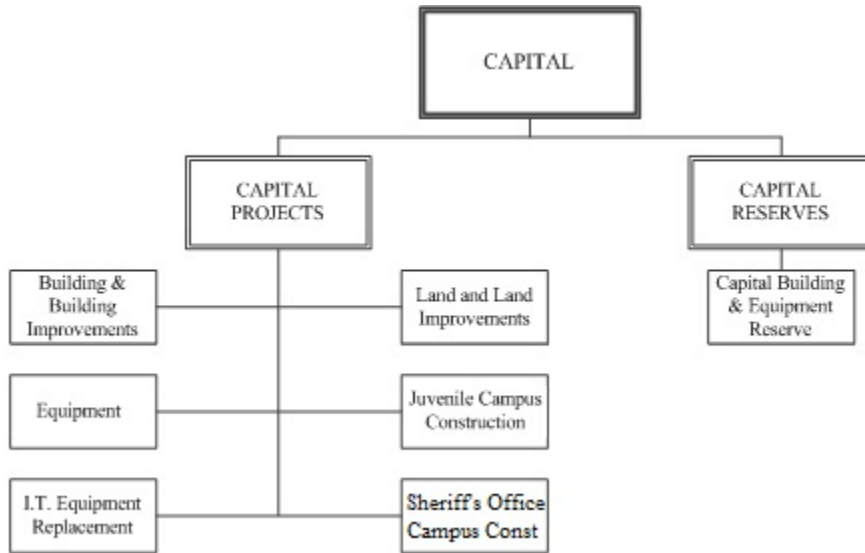
MARION COUNTY FY 2018-19 BUDGET  
BY NON-DEPARTMENTAL  
NON DEPARTMENTAL OPERATIONS

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MARION COUNTY FY 2018-19 BUDGET  
BY NON-DEPARTMENTAL  
CAPITAL

# CAPITAL



Capital budget items range from equipment purchases to repairs, remodeling and renovation, to new construction. They range from five thousand to millions of dollars. After purchase or construction, costs of operation, maintenance, insurance, debt service and other expenditures are budgeted in operating budgets. Life cycle costing is not formally used by Marion County in either evaluating alternatives or in mapping future budget needs. However, major construction projects do consider alternative means and outcomes as part of the planning, design, engineering, and construction process.

Due to capital budgets being large, one-time activities, program budgets, and actual expenditures vary widely from year-to-year, as do the number of funds that record capital improvement projects.

Capital improvement projects must meet the definition of a fixed asset and a capital item to be included in the capital budget. To be classified as a capital item, the project or acquisition must result in a fixed asset, defined as follows: (1) it is tangible in nature; (2) it has a useful life of more than one year; and (3) individual units have a significant value, which is a cost of greater than \$5,000.

The FY 18-19 Capital Budget is comprised of six active programs and three active funds. The programs are: (1) Building and Building Improvements; (2) Equipment; (3) Juvenile Campus Construction; (4) Sheriff's Office Campus Construction; (5) IT Equipment Replacement; and (6) Capital Building and Equipment Reserve. Some programs showing prior year activity in the budget document have been discontinued and have been identified as such. The Fleet Management and Roads and Bridges Construction programs are not consolidated into the overarching county Capital Budget; these capital outlays are recorded with the Public Works Department budget. The three active funds in the FY 18-19 budget are: (1) Capital Building and Equipment Reserve Fund; (2) Capital Improvement Projects Fund; and (3) Facility Renovation Fund.

The FY 18-19 Capital Budget continues to emphasize renewal of infrastructure. Active construction continues on the Sheriff's Public Safety Building and the Juvenile Administration Building is an active project. A new project is proposed for a Transitional Housing Facility on the Public Safety Campus.



MARION COUNTY FY 2018-19 BUDGET  
 BY NON-DEPARTMENTAL  
 CAPITAL

Fund Name	<b>FUNDS</b>				% of Total
	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	
<b>RESOURCES</b>					
FND 383 Capital Building and Equipment	291,383	293,669	296,665	135,994	0.5%
FND 455 Facility Renovation	18,211,505	23,754,602	25,698,649	16,558,995	57.1%
FND 480 Capital Improvement Projects	5,899,940	6,031,825	7,152,686	12,290,393	42.4%
<b>TOTAL RESOURCES</b>	<b>24,402,828</b>	<b>30,080,096</b>	<b>33,148,000</b>	<b>28,985,382</b>	<b>100.0%</b>
<b>REQUIREMENTS</b>					
FND 383 Capital Building and Equipment	0	0	296,665	135,994	0.5%
FND 455 Facility Renovation	5,410,453	4,155,507	25,698,649	16,558,995	57.1%
FND 480 Capital Improvement Projects	1,825,663	2,728,234	7,152,686	12,290,393	42.4%
<b>TOTAL REQUIREMENTS</b>	<b>7,236,116</b>	<b>6,883,740</b>	<b>33,148,000</b>	<b>28,985,382</b>	<b>100.0%</b>

MARION COUNTY FY 2018-19 BUDGET  
BY NON-DEPARTMENTAL  
CAPITAL

**PROGRAMS**

	<b>FY 15-16 ACTUAL</b>	<b>FY 16-17 ACTUAL</b>	<b>FY 17-18 BUDGET</b>	<b>FY 18-19 PROPOSED</b>	<b>+/- %</b>
<b>RESOURCES</b>					
Bldgs and Bldg Improvements	12,779,338	16,601,722	5,342,968	3,834,288	-28.2%
Equipment	3,797,926	4,278,075	4,961,649	9,703,162	95.6%
IT Equipment Replacement	307,048	436,394	410,167	969,806	136.4%
Land and Land Improvements	238,367	143,275	59,800	0	-100.0%
Juvenile Campus Construction	6,239,614	6,218,399	9,982,601	9,289,524	-6.9%
Sheriffs Office Campus Const	475,653	2,108,561	12,094,150	5,052,608	-58.2%
Capital Bldg and Eq Reserve	291,383	293,669	296,665	135,994	-54.2%
Sheriff CDO Construction	273,500	0	0	0	n.a.
<b>TOTAL RESOURCES</b>	<b>24,402,828</b>	<b>30,080,096</b>	<b>33,148,000</b>	<b>28,985,382</b>	<b>-12.6%</b>
<b>REQUIREMENTS</b>					
Bldgs and Bldg Improvements	6,347,747	3,585,466	5,342,968	3,834,288	-28.2%
Equipment	605,616	1,954,672	4,961,649	9,703,162	95.6%
IT Equipment Replacement	93,961	381,954	410,167	969,806	136.4%
Land and Land Improvements	87,020	143,275	59,800	0	-100.0%
Juvenile Campus Construction	68,372	277,368	9,982,601	9,289,524	-6.9%
Sheriffs Office Campus Const	33,400	541,005	12,094,150	5,052,608	-58.2%
Capital Bldg and Eq Reserve	0	0	296,665	135,994	-54.2%
Sheriff CDO Construction	0	0	0	0	n.a.
<b>TOTAL REQUIREMENTS</b>	<b>7,236,116</b>	<b>6,883,740</b>	<b>33,148,000</b>	<b>28,985,382</b>	<b>-12.6%</b>

MARION COUNTY FY 2018-19 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 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Charges for Services	223,293	14,326	37,600	0	-100.0%
Interest	44,773	127,001	13,716	20,851	52.0%
General Fund Transfers	2,444,111	115,424	515,008	164,625	-68.0%
Other Fund Transfers	2,162,085	(36,619)	332,515	0	-100.0%
Settlements	579,841	0	0	0	n.a.
Financing Proceeds	0	9,950,000	1,000,000	0	-100.0%
Net Working Capital	7,325,235	6,431,591	3,444,129	3,648,812	5.9%
<b>TOTAL RESOURCES</b>	<b>12,779,338</b>	<b>16,601,722</b>	<b>5,342,968</b>	<b>3,834,288</b>	<b>-28.2%</b>
<b>REQUIREMENTS</b>					
Capital Outlay	6,347,747	3,038,499	4,456,826	2,874,538	-35.5%
Debt Service Interest	0	15,967	0	0	n.a.
Transfers Out	0	531,000	0	0	n.a.
Contingency	0	0	886,142	459,750	-48.1%
Reserve for Future Expenditure	0	0	0	500,000	n.a.
<b>TOTAL REQUIREMENTS</b>	<b>6,347,747</b>	<b>3,585,466</b>	<b>5,342,968</b>	<b>3,834,288</b>	<b>-28.2%</b>

**Bldgs and Bldg Improvements Program Budget Justification**

**RESOURCES**

Resources are comprised of Interest Earnings, a General Fund Transfer, and Net Working Capital, from incomplete projects that continue in FY 2018-19.

**REQUIREMENTS**

Capital Outlay of \$2,874,538 is for seven new, and seven continuation projects as detailed below:

**New Projects:**

1. \$ 618,142 Jail Parking Lot
2. \$ 590,041 Jail Boilers
3. \$ 198,046 Transition Center Improvements
4. \$ 92,598 Logan Building Restroom
5. \$ 31,427 Courthouse Sidewalk
6. \$ 20,600 Juvenile Detention Shower Stalls
7. \$ 20,000 Jail - Medical Center HVAC

**Continuation Projects:**

1. \$ 682,787 Transition Center Roof
2. \$ 262,500 Health Building Roof
3. \$ 200,000 CH2 Audible Alarm System
4. \$ 54,630 Jail Visitation Remodel
5. \$ 52,455 Her Place Renovation
6. \$ 26,610 Health Building Exterior
7. \$ 24,702 Dog Shelter Wall Recoat

Total \$1,570,854

Total \$ 1,303,684

The balance of Requirements is allocated \$500,000 to Reserve for Future Expenditure and \$459,750 to Contingency.

MARION COUNTY FY 2018-19 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 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Charges for Services	4,985	0	0	0	n.a.
General Fund Transfers	2,122,226	880,398	2,413,435	3,382,442	40.2%
Other Fund Transfers	243,440	205,367	194,810	3,300,000	1,594.0%
Net Working Capital	1,427,274	3,192,311	2,353,404	3,020,720	28.4%
<b>TOTAL RESOURCES</b>	<b>3,797,926</b>	<b>4,278,075</b>	<b>4,961,649</b>	<b>9,703,162</b>	<b>95.6%</b>
<b>REQUIREMENTS</b>					
Capital Outlay	605,616	1,954,672	3,696,382	7,624,439	106.3%
Transfers Out	0	0	74,130	137,586	85.6%
Reserve for Future Expenditure	0	0	1,191,137	1,941,137	63.0%
<b>TOTAL REQUIREMENTS</b>	<b>605,616</b>	<b>1,954,672</b>	<b>4,961,649</b>	<b>9,703,162</b>	<b>95.6%</b>

**Equipment Program Budget Justification**

**RESOURCES**

Resources of \$9,703,162 consists of Net Working Capital, General Fund Transfers, and an Other Fund Transfer from the Health and Human Services Fund.

**REQUIREMENTS**

Capital Outlay of \$7,624,439 accounts for 17 new and 7 continuing projects detailed below:

New Projects:

- |   |   |
|---|---|
| 1. \$3,300,000 Health Records System      | 10. \$ 67,000 Computing System Replacement        |
| 2. \$1,356,500 IT Network Redesign        | 11. \$ 40,000 Clerk Film Reader                   |
| 3. \$ 250,000 Jail Management System      | 12. \$ 30,000 Juvenile Security Cameras           |
| 4. \$ 235,833 Vote Tally System for Clerk | 13. \$ 28,000 Juvenile Refrigerator System        |
| 5. \$ 222,602 Radio Improvements Phase 3  | 14. \$ 20,000 Jail Washer and Dryer               |
| 6. \$ 150,000 Juvenile Furnishings        | 15. \$ 17,500 Jail Tilt Skillet                   |
| 7. \$ 120,000 Jail Video Storage Phase 3  | 16. \$ 13,000 Sheriff's Office Pre-Trial Software |
| 8. \$ 109,840 IT Security Program Cameras | 17. \$ 12,000 Jail Security Unit Security         |
| 9. \$ 67,500 Video Security System        |   |

Continuing projects:

1. \$ 622,207 District Attorney Case Management System
2. \$ 300,000 Jail Matrix Controller
3. \$ 250,000 Jail Management System
4. \$ 152,457 Jail Video Storage
5. \$ 140,000 Animal Management Software
6. \$ 90,000 System Log Software
7. \$ 30,000 Network of Care Portal

The Transfer Out amount of \$137,586 in FY 18-19 is to move funding related to fiber projects to the Public Works Fund where all fiber projects will be managed in one department budget. Reserve for Future Expenditure is held for the Assessor's future Assessment and Taxation System and other future projects.

MARION COUNTY FY 2018-19 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 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Admin Cost Recovery	307,048	331,935	355,726	680,333	91.3%
Other Fund Transfers	0	(137,530)	0	0	n.a.
Settlements	0	28,903	0	0	n.a.
Net Working Capital	0	213,086	54,441	289,473	431.7%
<b>TOTAL RESOURCES</b>	<b>307,048</b>	<b>436,394</b>	<b>410,167</b>	<b>969,806</b>	<b>136.4%</b>
<b>REQUIREMENTS</b>					
Capital Outlay	93,961	381,954	301,500	146,500	-51.4%
Contingency	0	0	108,667	0	-100.0%
Reserve for Future Expenditure	0	0	0	823,306	n.a.
<b>TOTAL REQUIREMENTS</b>	<b>93,961</b>	<b>381,954</b>	<b>410,167</b>	<b>969,806</b>	<b>136.4%</b>

**IT Equipment Replacement Program Budget Justification**

**RESOURCES**

Resources of \$969,806 includes \$680,333 in Administrative Cost Recoveries and \$289,473 in Net Working Capital.

**REQUIREMENTS**

Capital Outlay of \$146,500 accounts for carry forward two projects as detailed below:

- \$ 93,000 Network Hardware Replacement
- \$ 53,500 Firewall Services Module

The balance of funds available is allocated to Reserve for Future Expenditure for future years' projects.

MARION COUNTY FY 2018-19 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 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Charges for Services	41,184	0	0	0	n.a.
General Fund Transfers	156,000	0	0	0	n.a.
Other Fund Transfers	3,684	(8,072)	0	0	n.a.
Net Working Capital	37,500	151,347	59,800	0	-100.0%
<b>TOTAL RESOURCES</b>	<b>238,367</b>	<b>143,275</b>	<b>59,800</b>	<b>0</b>	<b>-100.0%</b>
<b>REQUIREMENTS</b>					
Capital Outlay	87,020	143,275	59,800	0	-100.0%
<b>TOTAL REQUIREMENTS</b>	<b>87,020</b>	<b>143,275</b>	<b>59,800</b>	<b>0</b>	<b>-100.0%</b>

**Land and Land Improvements Program Budget Justification**

**REQUIREMENTS**

There are no projects budgeted in FY 18-19.

MARION COUNTY FY 2018-19 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 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Interest	33,256	47,157	41,571	96,738	132.7%
General Fund Transfers	747,000	0	1,000,000	0	-100.0%
Financing Proceeds	0	0	3,000,000	0	-100.0%
Net Working Capital	5,459,357	6,171,241	5,941,030	9,192,786	54.7%
<b>TOTAL RESOURCES</b>	<b>6,239,614</b>	<b>6,218,399</b>	<b>9,982,601</b>	<b>9,289,524</b>	<b>-6.9%</b>
<b>REQUIREMENTS</b>					
Capital Outlay	68,372	277,368	2,066,484	9,289,524	349.5%
Contingency	0	0	255,589	0	-100.0%
Reserve for Future Expenditure	0	0	7,660,528	0	-100.0%
<b>TOTAL REQUIREMENTS</b>	<b>68,372</b>	<b>277,368</b>	<b>9,982,601</b>	<b>9,289,524</b>	<b>-6.9%</b>

**Juvenile Campus Construction Program Budget Justification**

**RESOURCES**

Resources of \$9,289,524 is comprised of interest earnings of \$96,738 and Net Working Capital of \$9,192,786.

**REQUIREMENTS**

Capital Outlay of \$9,289,524 is for the construction of the Juvenile Administration Building. The project was initiated in FY 16-17, and became an active project late in FY 17-18.

MARION COUNTY FY 2018-19 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 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Intergovernmental State	68,153	475,921	0	0	n.a.
Interest	0	7,157	44,266	0	-100.0%
General Fund Transfers	407,500	368,725	0	1,000,000	n.a.
Other Fund Transfers	0	814,505	0	0	n.a.
Financing Proceeds	0	0	1,000,000	0	-100.0%
Net Working Capital	0	442,253	11,049,884	4,052,608	-63.3%
<b>TOTAL RESOURCES</b>	<b>475,653</b>	<b>2,108,561</b>	<b>12,094,150</b>	<b>5,052,608</b>	<b>-58.2%</b>
<b>REQUIREMENTS</b>					
Capital Outlay	33,400	541,005	12,094,150	5,052,608	-58.2%
<b>TOTAL REQUIREMENTS</b>	<b>33,400</b>	<b>541,005</b>	<b>12,094,150</b>	<b>5,052,608</b>	<b>-58.2%</b>

**Sheriffs Office Campus Const Program Budget Justification**

**RESOURCES**

Resources of \$5,052,608 include \$4,052,608 in Net Working Capital and \$1,000,000 in a General Fund Transfer.

**REQUIREMENTS**

Capital Outlay of \$5,052,608 is primarily for the completion of the Sheriff's Public Safety Building as well as an allocation for transitional housing. The Sheriff's Public Safety Building includes \$176,600 in small capital projects for technical equipment, including security cameras, cell phone booster and other information technology equipment.



MARION COUNTY FY 2018-19 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 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 PROPOSED	+/- %
<b>RESOURCES</b>					
Interest	1,774	2,287	3,260	1,678	-48.5%
Net Working Capital	289,608	291,383	293,405	134,316	-54.2%
<b>TOTAL RESOURCES</b>	<b>291,383</b>	<b>293,669</b>	<b>296,665</b>	<b>135,994</b>	<b>-54.2%</b>
<b>REQUIREMENTS</b>					
Transfers Out	0	0	162,400	0	-100.0%
Reserve for Future Expenditure	0	0	134,265	135,994	1.3%
<b>TOTAL REQUIREMENTS</b>	<b>0</b>	<b>0</b>	<b>296,665</b>	<b>135,994</b>	<b>-54.2%</b>

**Capital Bldg and Eq Reserve Program Budget Justification**

**RESOURCES**

Resources of \$135,994 consist of projected Interest Earnings and Net Working Capital from carrying over the reserve balance from FY 17-18.

**REQUIREMENTS**

\$ 135,994 remains in reserve for future long-term capital needs.

MARION COUNTY FY 2018-19 BUDGET  
BY NON-DEPARTMENTAL  
CAPITAL

<b>Resources by Fund Detail</b>				
<b>383 - Capital Building and Equipment</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Interest</b>				
361000 Investment Earnings	1,774	2,287	3,260	1,678
Interest Total	<b>1,774</b>	<b>2,287</b>	<b>3,260</b>	<b>1,678</b>
<b>Net Working Capital</b>				
392000 Net Working Capital Unrestr	289,608	291,383	293,405	134,316
Net Working Capital Total	<b>289,608</b>	<b>291,383</b>	<b>293,405</b>	<b>134,316</b>
Capital Building and Equipment Total	<b>291,383</b>	<b>293,669</b>	<b>296,665</b>	<b>135,994</b>
<b>455 - Facility Renovation</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Intergovernmental State</b>				
332990 Other State Revenues	68,153	475,921	0	0
Intergovernmental State Total	<b>68,153</b>	<b>475,921</b>	<b>0</b>	<b>0</b>
<b>Interest</b>				
361000 Investment Earnings	68,415	158,904	99,553	103,709
Interest Total	<b>68,415</b>	<b>158,904</b>	<b>99,553</b>	<b>103,709</b>
<b>General Fund Transfers</b>				
381100 Transfer from General Fund	3,545,732	368,725	1,000,000	1,000,000
General Fund Transfers Total	<b>3,545,732</b>	<b>368,725</b>	<b>1,000,000</b>	<b>1,000,000</b>
<b>Other Fund Transfers</b>				
381190 Transfer from Health	2,200,000	0	0	0
Other Fund Transfers Total	<b>2,200,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Financing Proceeds</b>				
383100 Loan Proceeds	0	9,950,000	5,000,000	0
Financing Proceeds Total	<b>0</b>	<b>9,950,000</b>	<b>5,000,000</b>	<b>0</b>
<b>Net Working Capital</b>				
392000 Net Working Capital Unrestr	12,329,205	12,801,052	19,599,096	15,455,286
Net Working Capital Total	<b>12,329,205</b>	<b>12,801,052</b>	<b>19,599,096</b>	<b>15,455,286</b>
Facility Renovation Total	<b>18,211,505</b>	<b>23,754,602</b>	<b>25,698,649</b>	<b>16,558,995</b>
<b>480 - Capital Improvement Projects</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Charges for Services</b>				
342810 CH2 Condo Fees Transit	0	14,287	37,600	0
344800 EAIP Reimbursement	186,752	0	0	0
344999 Other Reimbursements	82,710	38	0	0
Charges for Services Total	<b>269,462</b>	<b>14,326</b>	<b>37,600</b>	<b>0</b>
<b>Admin Cost Recovery</b>				
413100 IT Equipment Use Allocation	307,048	331,935	355,726	680,333
Admin Cost Recovery Total	<b>307,048</b>	<b>331,935</b>	<b>355,726</b>	<b>680,333</b>
<b>Interest</b>				
361000 Investment Earnings	9,613	22,411	0	13,880
Interest Total	<b>9,613</b>	<b>22,411</b>	<b>0</b>	<b>13,880</b>

MARION COUNTY FY 2018-19 BUDGET  
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CAPITAL

<b>480 - Capital Improvement Projects</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>General Fund Transfers</b>				
381100 Transfer from General Fund	2,604,605	995,822	2,928,443	3,547,067
<b>General Fund Transfers Total</b>	<b>2,604,605</b>	<b>995,822</b>	<b>2,928,443</b>	<b>3,547,067</b>
<b>Other Fund Transfers</b>				
381105 Xfr from CH2 Redevelopment	750	0	0	0
381125 Transfer from Juvenile Grants	21,959	0	92,660	0
381130 Transfer from Public Works	20,000	0	10,000	0
381165 Xfr from Lottery and Econ Dev	0	0	29,200	0
381190 Transfer from Health	31,500	0	52,455	3,300,000
381255 Xfr from Traffic Safety Team	135,000	0	155,610	0
381260 Transfer from Law Library	0	8,151	0	0
381383 Xfr from Capital Bldg and Eq	0	0	162,400	0
381455 Xfr from Facility Renovation	0	531,000	0	0
381585 Transfer from Self Insurance	0	25,000	25,000	0
<b>Other Fund Transfers Total</b>	<b>209,209</b>	<b>564,151</b>	<b>527,325</b>	<b>3,300,000</b>
<b>Settlements</b>				
382100 Settlements	579,841	28,903	0	0
<b>Settlements Total</b>	<b>579,841</b>	<b>28,903</b>	<b>0</b>	<b>0</b>
<b>Net Working Capital</b>				
392000 Net Working Capital Unrestr	1,920,162	4,074,277	3,303,592	4,749,113
<b>Net Working Capital Total</b>	<b>1,920,162</b>	<b>4,074,277</b>	<b>3,303,592</b>	<b>4,749,113</b>
<b>Capital Improvement Projects Total</b>	<b>5,899,940</b>	<b>6,031,825</b>	<b>7,152,686</b>	<b>12,290,393</b>
<b>Capital Grand Total</b>	<b>24,402,828</b>	<b>30,080,096</b>	<b>33,148,000</b>	<b>28,985,382</b>

MARION COUNTY FY 2018-19 BUDGET  
BY NON-DEPARTMENTAL  
CAPITAL

<b>Requirements by Fund Detail</b>				
<b>383 - Capital Building and Equipment</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Transfers Out</b>				
561480 Xfer to Capital Impr Projects	0	0	162,400	0
<b>Transfers Out Total</b>	<b>0</b>	<b>0</b>	<b>162,400</b>	<b>0</b>
<b>Reserve for Future Expenditure</b>				
572010 Reserve for Future Expenditure	0	0	134,265	135,994
<b>Reserve for Future Expenditure Total</b>	<b>0</b>	<b>0</b>	<b>134,265</b>	<b>135,994</b>
<b>Capital Building and Equipment Total</b>	<b>0</b>	<b>0</b>	<b>296,665</b>	<b>135,994</b>
<b>455 - Facility Renovation</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Capital Outlay</b>				
531300 Departmental Equipment Capital	0	0	196,300	176,600
534100 Building Construction	5,160,903	3,454,068	16,448,089	15,636,406
534101 Building Design	0	10,170	0	0
534102 Structural Assurance Testing	10,890	8,378	0	0
534103 Construction Management	237,609	133,872	0	0
534300 Special Construction	1,051	2,052	858,109	0
534600 Site Improvements	0	0	0	618,142
<b>Capital Outlay Total</b>	<b>5,410,453</b>	<b>3,608,540</b>	<b>17,502,498</b>	<b>16,431,148</b>
<b>Debt Service Interest</b>				
542900 Issuance Costs	0	15,967	0	0
<b>Debt Service Interest Total</b>	<b>0</b>	<b>15,967</b>	<b>0</b>	<b>0</b>
<b>Transfers Out</b>				
561480 Xfer to Capital Impr Projects	0	531,000	0	0
<b>Transfers Out Total</b>	<b>0</b>	<b>531,000</b>	<b>0</b>	<b>0</b>
<b>Contingency</b>				
571010 Contingency	0	0	535,623	127,847
<b>Contingency Total</b>	<b>0</b>	<b>0</b>	<b>535,623</b>	<b>127,847</b>
<b>Reserve for Future Expenditure</b>				
572010 Reserve for Future Expenditure	0	0	7,660,528	0
<b>Reserve for Future Expenditure Total</b>	<b>0</b>	<b>0</b>	<b>7,660,528</b>	<b>0</b>
<b>Facility Renovation Total</b>	<b>5,410,453</b>	<b>4,155,507</b>	<b>25,698,649</b>	<b>16,558,995</b>
<b>480 - Capital Improvement Projects</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Capital Outlay</b>				
531300 Departmental Equipment Capital	171,429	720,325	1,243,439	1,305,333
531600 Computer Hardware Capital	216,079	772,145	553,200	6,164,606
531700 Computer Software Capital	312,069	844,156	1,928,314	301,000
531800 Telephone Systems	0	0	332,929	0
534100 Building Construction	22,219	35,114	960,621	701,640
534300 Special Construction	931,843	208,149	83,434	52,455

MARION COUNTY FY 2018-19 BUDGET  
 BY NON-DEPARTMENTAL  
 CAPITAL

<b>480 - Capital Improvement Projects</b>	<b>Actual FY 15-16</b>	<b>Actual FY 16-17</b>	<b>Budget FY 17-18</b>	<b>Proposed FY 18-19</b>
<b>Capital Outlay</b>				
534600 Site Improvements	172,024	148,345	70,707	31,427
<b>Capital Outlay Total</b>	<b>1,825,663</b>	<b>2,728,234</b>	<b>5,172,644</b>	<b>8,556,461</b>
<b>Transfers Out</b>				
561130 Transfer to Public Works	0	0	74,130	137,586
<b>Transfers Out Total</b>	<b>0</b>	<b>0</b>	<b>74,130</b>	<b>137,586</b>
<b>Contingency</b>				
571010 Contingency	0	0	714,775	331,903
<b>Contingency Total</b>	<b>0</b>	<b>0</b>	<b>714,775</b>	<b>331,903</b>
<b>Reserve for Future Expenditure</b>				
572010 Reserve for Future Expenditure	0	0	1,191,137	3,264,443
<b>Reserve for Future Expenditure Total</b>	<b>0</b>	<b>0</b>	<b>1,191,137</b>	<b>3,264,443</b>
<b>Capital Improvement Projects Total</b>	<b>1,825,663</b>	<b>2,728,234</b>	<b>7,152,686</b>	<b>12,290,393</b>
<b>Capital Grand Total</b>	<b>7,236,116</b>	<b>6,883,740</b>	<b>33,148,000</b>	<b>28,985,382</b>

MARION COUNTY FY 2018-19 BUDGET  
BY NON-DEPARTMENTAL  
CAPITAL

**CAPITAL FUNDS AND PUBLIC WORKS PROJECTS**

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 2018-19

<b>FY 15-16 Actual Exp</b>	<b>FY 16-17 Actual Exp</b>	<b>FUNDS</b>	<b>FY 17-18 Budget</b>	<b>FY 18-19 Proposed</b>	<b>Increase or (Decrease)</b>	<b>+/- % Prior Budget</b>
-	-	Capital Building and Equipment	-	-	-	N/A
1,825,663	2,728,234	Capital Improvement Projects	5,172,644	8,556,461	3,383,817	65.4%
5,410,453	3,608,540	Facility Renovation	17,502,498	16,431,148	(1,071,350)	-6.1%
<b>7,236,116</b>	<b>6,336,774</b>	<b>Capital Funds total</b>	<b>22,675,142</b>	<b>24,987,609</b>	<b>2,312,467</b>	<b>10.2%</b>
-	-	Building Inspection	6,300	21,500	15,200	241.3%
102,429	110,500	Environmental Services	366,900	210,550	(156,350)	-42.6%
1,214,362	1,265,225	Fleet Management	1,599,813	1,202,518	(397,295)	-24.8%
156,262	170,996	Parks	183,000	173,700	(9,300)	-5.1%
7,795,149	7,516,809	Public Works	12,102,494	15,195,292	3,092,798	25.6%
22,700	27,109	Stormwater Management	150,500	208,000	57,500	38.2%
9,330	9,800	Surveyor	-	-	-	0.0%
<b>9,300,232</b>	<b>9,100,439</b>	<b>Public Works Dept total</b>	<b>14,409,007</b>	<b>17,011,560</b>	<b>2,602,553</b>	<b>18.1%</b>
-	8,039	Criminal Justice Assessment	100,000	100,000	-	0.0%
11,772	-	Dog Control	-	-	-	0.0%
30,131	528,826	Health and Human Services	460,934	698,204	237,270	51.5%
-	6,000	Sheriff Grants	51,376	172,153	120,777	235.1%
100,996	4,999	Traffic Safety Team	75,000	60,000	(15,000)	-20.0%
-	-	Enhanced Public Safety ESSD	-	17,400	17,400	N/A
<b>142,899</b>	<b>547,864</b>	<b>Other Funds Total</b>	<b>687,310</b>	<b>1,047,757</b>	<b>343,047</b>	<b>49.9%</b>
<b>16,679,247</b>	<b>15,985,077</b>	<b>County Capital total</b>	<b>37,771,459</b>	<b>43,046,926</b>	<b>5,258,067</b>	<b>13.9%</b>

MARION COUNTY FY 2018-19 BUDGET  
BY NON-DEPARTMENTAL  
CAPITAL

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MARION COUNTY FY 2018-19 BUDGET  
LINE ITEM DETAIL

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**OVERVIEW**

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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 564.

Countywide Requirements detail begins on page 571.

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 580.

General Fund Requirements detail begins on page 582.

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 588.

Central Services Fund Requirements detail begins on page 589.



MARION COUNTY FY 2018-19 BUDGET  
LINE ITEM DETAIL

**COUNTYWIDE  
RESOURCES**

	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 REQUESTED	FY 18-19 PROPOSED
Taxes					
311100 Property Taxes Current Year	63,274,521	65,801,530	69,097,000	71,342,750	71,342,750
311200 Property Taxes Prior Years	1,096,246	1,141,268	1,131,000	1,031,000	1,031,000
311300 Prop Tx Interest and Penalties	326,694	392,300	300,000	300,000	300,000
312110 Franchise Fees Trash Collect	347,208	374,695	350,000	400,000	400,000
312200 Franchise Fees Cable TV	329,645	349,117	330,000	330,000	330,000
312300 Severance Taxes	7,730	5,592	5,592	7,530	7,530
Total Taxes	65,382,045	68,064,503	71,213,592	73,411,280	73,411,280
Licenses and Permits					
321000 Marriage Licenses	64,500	64,825	65,000	65,000	65,000
322000 Dog Licenses	341,166	345,769	371,899	371,899	371,899
322020 Animal Rescue Licenses	1,150	650	750	750	750
323010 Structural Permits	3,153,215	2,990,428	2,575,000	3,050,000	3,050,000
323020 Construction Plan Reviews	10,883	29,376	30,000	30,000	30,000
324010 Driveway Permits	10,329	11,522	9,000	12,000	12,000
324020 Right Of Way Permits	18,950	18,709	16,000	18,000	18,000
324060 Removal Agreements	1,560	1,877	-	1,200	1,200
324070 Road Closure Permits	450	750	-	750	750
324080 Event and Film Permits	4,000	4,000	-	2,500	2,500
324090 Sign Permits	125	125	-	-	-
324100 Transportation Permits	1,312	1,576	2,000	500	500
324110 Single Trip Permits	23,112	27,984	25,000	25,000	25,000
324120 COVP Transp Permits County	55,543	60,750	75,000	50,000	50,000
324130 COVP Transp Permits Other	66,861	69,456	47,000	47,000	47,000
324140 Non COVP State Permits	1,277	1,169	1,000	500	500
325010 Alarm Permits	56,868	58,010	57,121	58,000	58,000
Total Licenses and Permits	3,811,302	3,686,976	3,274,770	3,733,099	3,733,099
Intergovernmental Federal					
331001 Payment in Lieu of Taxes	103,271	99,742	92,600	94,500	94,500
331010 Secure Rural Schools Title I	1,684,974	-	-	1,037,000	1,037,000
331011 Secure Rural Schools Title II	162,124	3,995	-	-	-
331012 Secure Rural Schools Title III	138,763	-	-	-	97,149
331013 State Criminal Alien Asst Pgm	72,973	102,032	-	-	-
331014 US Dept of Agriculture	-	154,077	25,000	6,250	6,250
331015 USDA Forest Service	-	231,927	200,000	50,000	50,000
331016 DOI BLM O and C Lands Act	-	274,515	-	300,000	300,000
331024 US Dept of Justice DEA	505	-	17,374	17,374	17,374
331026 US Dept of Justice	-	8,901	9,518	90,100	90,100
331030 US Dept of Transportation	-	-	-	409,000	409,000
331211 Oregon State Police	-	23,642	57,122	13,500	13,500
331212 Oregon Health Authority	-	21,373	58,110	-	-
331221 OHSU CaCoon Contract	137,067	119,933	70,675	64,250	64,250
331222 Oregon Housing Community Svcs	3,151	4,200	3,500	4,200	4,200
331223 Oregon Dept of Justice	1,338,891	1,566,788	1,765,524	1,752,338	1,752,338

MARION COUNTY FY 2018-19 BUDGET  
LINE ITEM DETAIL

**COUNTYWIDE  
RESOURCES**

	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 REQUESTED	FY 18-19 PROPOSED
331224 USDA Child Nutrition Cluster	92,955	86,141	177,955	66,726	66,726
331225 Oregon State Sheriffs Assn	23,696	36,445	20,000	24,000	24,000
331227 Emergency Management Grant	230,769	156,806	152,064	160,000	160,000
331228 Oregon Military Department	-	73,750	260,072	81,287	81,287
331229 Oregon Dept of Transportation	-	1,657,689	5,205,360	4,473,622	4,473,622
331231 Oregon DHS Water Contract	65,293	93,521	80,838	118,882	118,882
331232 DHS Public Health Contract	2,157,655	1,817,865	1,709,073	1,767,767	1,767,767
331233 DHS Mental Health Contract	1,477,407	1,613,889	1,156,940	1,072,865	1,072,865
331234 DHS Title IV E Reimbursement	621,498	611,072	483,297	473,274	473,274
331301 BIA Chemawa School Contract	500,365	547,931	575,430	502,509	502,509
331990 Other Federal Revenues	3,055,459	403,069	1,005,092	107,092	107,092
Total Intergovernmental Federal	11,866,815	9,709,302	13,125,544	12,686,536	12,783,685
Intergovernmental State					
332010 Chapter 530 Forest Rehab	373,508	1,540,325	680,000	1,154,500	1,154,500
332011 OLCC General	1,633,287	1,761,377	1,819,545	1,943,275	1,943,275
332012 OLCC Alcohol and Drug	317,751	277,517	310,000	288,880	288,880
332013 Gas Tax	19,198,172	19,614,691	19,100,000	23,244,500	23,244,500
332014 Cigarette Tax	299,564	291,497	283,700	279,880	279,880
332015 Electric Coop Tax	239,496	234,695	242,372	251,000	251,000
332016 Amusement Devise Tax	76,213	75,163	75,000	75,000	75,000
332017 Private Rail Car Tax	6,456	6,421	6,500	5,750	5,750
332018 RV Parks Apportionment	287,393	303,803	270,000	295,000	295,000
332019 County Assmt Funding CAFFA	1,107,943	1,052,874	1,099,096	1,103,493	1,103,493
332021 Video Lottery	1,634,262	1,632,657	1,777,890	1,865,897	1,865,897
332031 Oregon Department of Justice	111,945	123,852	114,044	128,127	128,127
332035 ODOJ Unitary Assessment Grant	190,660	190,660	190,660	190,660	190,660
332040 Marine Board	141,116	146,345	147,783	147,671	147,671
332060 Oregon DHS Health Contract	762,628	847,218	836,818	1,173,009	1,173,009
332061 Oregon DHS Mental Health	15,963,601	17,779,179	21,205,538	22,046,370	22,046,370
332062 Oregon DHS Juvenile Dependency	136,181	136,181	136,181	136,181	136,181
332070 Community Corrections SB 1145	11,379,715	11,379,716	12,870,394	12,870,394	12,870,394
332071 Community Corrections Subsidy	33,166	33,166	35,178	35,178	35,178
332072 OR CJC Justice Reinvestment	1,714,030	1,714,029	1,727,573	2,014,075	2,014,075
332085 Oregon Dept Veterans Affairs	-	-	162,799	217,065	217,065
332087 OR Dept Environmental Quality	-	126,202	-	-	-
332090 ODOT STP Exchange Revenues	940,000	940,000	782,000	821,000	821,000
332091 Oregon Dept of Transportation	-	13,081	35,000	70,000	70,000
332101 OCCF Great Start	(8,077)	-	-	-	-
332200 County Fair Subsidies	53,667	53,667	50,500	53,167	53,167
332990 Other State Revenues	3,176,220	2,448,986	3,733,784	5,131,934	5,091,934
Total Intergovernmental State	59,768,896	62,723,301	67,692,355	75,542,006	75,502,006

MARION COUNTY FY 2018-19 BUDGET  
LINE ITEM DETAIL

**COUNTYWIDE  
RESOURCES**

	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 REQUESTED	FY 18-19 PROPOSED
Intergovernmental Local					
335500 MV Behavioral Care Network	9,925,735	14,832,243	13,651,580	14,820,727	14,820,727
335510 MVBCN Other	1,333,335	218,977	130,152	130,652	130,652
335520 MVBCN Contracts	6,014,775	1,063,876	482,963	-	-
335530 MVBCN MPCHP	659,925	62,400	62,400	-	-
Total Intergovernmental Local	17,933,770	16,177,496	14,327,095	14,951,379	14,951,379
Charges for Services					
341042 Marion Cty Justice Court Fees	601,487	603,463	585,000	540,000	540,000
341060 Law Library Fees	314,262	314,262	272,160	299,056	299,056
341070 Filing Fees	38,632	39,410	40,000	40,000	40,000
341080 Recording Fees	1,371,709	1,577,626	1,703,000	1,533,060	1,533,060
341090 Passport Application Fees	28,025	141,775	50,000	85,000	85,000
341100 Assessment and Taxation Fees	29,254	32,412	30,000	30,000	30,000
341110 Corner Restoration Record Fees	436,516	473,917	460,000	460,000	460,000
341120 Road Vacation Fees	-	-	2,500	5,000	5,000
341140 Planning Fees	290,330	241,864	200,000	225,000	225,000
341150 Sheriff Service Fees	408,383	319,591	285,000	225,000	225,000
341160 Gun Permit Fees	272,096	257,570	341,050	252,030	252,030
341170 Witness Fees	681	502	500	500	500
341180 Crime Report Fees	18,143	22,318	20,000	20,000	20,000
341200 Towing Fees	35,520	30,945	31,170	27,120	27,120
341210 False Alarm Fees	18,164	18,982	14,550	15,000	15,000
341220 Supervision Fees	801,159	832,991	845,000	845,000	845,000
341230 Client Fees	204,838	231,387	228,900	309,250	309,250
341232 Insurance Fees	188,189	157,511	156,188	203,600	203,600
341240 Food Service Fees	40,609	38,673	38,200	39,700	39,700
341280 Detention Fees	63,111	63,005	-	-	-
341290 Site Plan Review Fees	1,735	2,084	1,500	7,000	7,000
341330 Health Inspection Fees	739,854	776,127	760,000	800,000	800,000
341350 Birth and Death Certificates	336,598	368,531	340,000	370,000	370,000
341370 Medicaid Fees	4,288,196	4,826,795	5,083,980	5,620,261	5,647,705
341380 Workshop Fees	570	2,989	-	-	-
341400 Tax Collector Fees	130,139	99,240	140,000	140,000	140,000
341420 Assessor Fees	47,148	43,237	46,000	46,000	46,000
341430 Copy Machine Fees	192,858	205,792	196,475	200,066	200,066
341440 Vending Machine Fees	110,864	131,584	103,811	105,600	105,600
341450 Pay Telephone Fees	132,436	73,805	65,402	54,484	54,484
341460 Fax Fees	2	11	10	10	10
341490 Ferrous Metal Fees	287,681	328,533	180,000	359,100	359,100
341500 Electricity Generation Fees	1,443,321	1,470,239	1,530,000	1,600,000	1,600,000
341520 System Development Charges	659,752	629,676	307,500	475,000	475,000
341530 Gate Receipts	85,744	75,934	72,000	78,780	78,780
341540 Food Booth Fees	38,509	34,256	35,000	42,735	42,735
341550 Commercial Space Rental Fees	23,781	28,008	18,260	25,981	25,981

MARION COUNTY FY 2018-19 BUDGET  
LINE ITEM DETAIL

**COUNTYWIDE  
RESOURCES**

	<b>FY 15-16 ACTUAL</b>	<b>FY 16-17 ACTUAL</b>	<b>FY 17-18 BUDGET</b>	<b>FY 18-19 REQUESTED</b>	<b>FY 18-19 PROPOSED</b>
341555 Sponsor Fees	47,700	54,374	50,000	57,774	57,774
341560 Carnival Fees	17,523	19,659	17,000	21,532	21,532
341565 Stall Fees	4,118	2,910	3,500	2,777	2,777
341580 Camping Fees	14,403	17,202	17,000	16,700	16,700
341590 Impound Fees	21,749	22,418	20,000	22,000	22,000
341600 Board Fees	27,030	28,151	26,000	28,000	28,000
341605 Dog Adoption Fees	58,733	58,997	52,000	52,000	52,000
341620 User Fees	268,225	209,913	197,935	217,935	217,935
341630 Service Charges	2,798	1,035	300	300	300
341635 Returned Check Fees	-	100	-	100	100
341670 Surveyor Fees	87,695	126,231	95,000	110,000	110,000
341690 Attorney Fees	156,134	158,963	136,900	131,100	131,100
341700 Victim Assistance Fees	2,527	1,903	2,891	2,200	2,200
341701 Children Assistance Fees	-	-	-	14,000	14,000
341710 Juvenile Probation Fees	40,789	37,124	36,000	18,500	18,500
341711 Juvenile Probation Fees FAA	3,689	3,220	2,300	6,000	6,000
341712 Juvenile Probation Fees MIP	3,820	2,275	2,500	-	-
341720 Appeal Fees	1,400	1,425	1,000	1,000	1,000
341750 Medicare Fees	280,518	198,786	269,050	232,400	232,400
341820 County Clerk Records Fees	135,102	150,938	150,000	150,000	150,000
341840 Work Crew Fees	412,474	405,513	398,694	499,750	499,750
341860 Grand Safety Station Fees	186	191	150	200	200
341880 Ownership Doc Processing Fees	28,479	23,341	26,000	26,000	26,000
341940 Declaration Domestic Partners	125	150	200	200	200
341950 Retail Sales	234,654	239,361	233,727	224,200	224,200
341952 Styrofoam Recycling	-	-	-	33,895	33,895
341955 Wood and Compost Sales	-	-	50,428	60,000	60,000
341998 Dog Shelter Donation Credits	-	(1,577)	-	-	-
341999 Other Fees	126,124	112,903	115,175	76,477	76,477
342100 Building Rentals	195,212	202,942	154,603	171,032	171,032
342200 Property Leases	293,942	314,954	291,500	284,893	284,893
342310 Parking Permits	238,596	252,213	226,535	265,785	265,785
342400 Fleet Rentals	1,625,535	1,656,058	1,640,011	1,740,105	1,736,061
342410 Motor Pool Mileage Charges	47,855	43,706	44,682	48,000	48,000
342510 Wheatland Ferry Tolls	564,404	579,841	570,000	600,000	600,000
342520 Buena Vista Ferry Tolls	70,504	54,474	67,000	70,000	70,000
342551 Stormwater Commercial Fees	113,049	105,412	124,053	124,053	124,053
342552 Stormwater SF Residential Fees	408,135	392,392	408,190	408,190	408,190
342553 Stormwater MF Residential Fees	88,986	85,521	102,334	102,334	102,334
342610 Browns Island Tipping Fees	481,955	655,305	605,070	772,200	772,200
342620 Waste to Energy Tipping Fees	8,564,007	9,886,520	11,836,510	12,893,216	12,893,216
342640 N Marion Tipping Fees	1,244,980	1,558,905	1,368,075	1,718,009	1,718,009
342650 SKRTS Tipping Fees	3,982,109	4,946,220	4,593,450	5,646,654	5,646,654
342660 Browns Island Composting Fees	44,938	74,432	81,350	82,935	82,935

MARION COUNTY FY 2018-19 BUDGET  
LINE ITEM DETAIL

**COUNTYWIDE  
RESOURCES**

	<b>FY 15-16 ACTUAL</b>	<b>FY 16-17 ACTUAL</b>	<b>FY 17-18 BUDGET</b>	<b>FY 18-19 REQUESTED</b>	<b>FY 18-19 PROPOSED</b>
342672 Medical Waste Blue Bin Fees	-	760,210	915,000	988,131	988,131
342673 Medical Waste Gray Bin Fees	-	508,181	915,000	843,337	843,337
342674 WTEF Supplemental Waste Fees	-	233,786	-	200,000	200,000
342675 WTEF Suppl Waste Environ Fees	-	12,675	-	-	-
342690 Other Tipping Fees	93,550	290,993	10,000	-	-
342695 Paint Recycling Fees	80,217	15,247	-	-	-
342810 CH2 Condo Fees Transit	-	14,287	37,600	-	-
342910 Public Records Request Charges	-	-	-	4,725	4,725
344100 Election Reimbursements	224,246	269,111	50,000	50,000	50,000
344250 Telephone Use Reimbursement	80,146	82,314	76,450	76,450	76,450
344300 Restitution	1,910	3,715	3,400	3,000	3,000
344701 Felony DUII Reimbursemt SB395	107,518	117,753	135,000	75,000	75,000
344800 EAIP Reimbursement	289,117	96,292	109,400	103,000	103,000
344999 Other Reimbursements	2,692,874	232,915	76,749	97,802	97,802
345100 Sale of Capital Assets	-	210,551	174,000	138,500	138,500
345200 Foreclosed Property Sales	210,768	19,077	250,000	200,000	200,000
345300 Surplus Property Sales	151,928	2,196	-	-	-
345400 Document Fees	3,303	3,998	3,385	-	-
347001 PW Services to Counties	66,552	147,241	147,500	167,500	167,500
347002 PW Services to Cities	363,077	586,901	705,600	570,800	570,800
347003 PW Services to Svc Districts	194,592	297,145	358,579	373,583	373,583
347004 PW Services to Other Agencies	45,094	162,118	64,800	69,000	69,000
347005 PW Services to County Depts	1,573,798	1,663,442	1,498,616	1,045,466	1,245,466
347006 DA Services to County Depts	97,891	134,600	179,969	185,817	185,817
347101 Central Svcs to Other Agencies	175,327	207,621	106,229	108,026	111,126
347201 SO Enforcement Services	899,999	996,053	1,010,460	1,067,441	2,731,756
347202 Code Enforcement Services	133,274	150,581	160,534	156,339	156,339
347401 Health Svcs to County Depts	250,822	280,768	250,130	268,130	268,130
347402 Health Svcs to Other Agencies	128,485	208,390	300,933	209,379	209,379
347403 Mental Health Services	199,803	218,685	202,144	197,000	291,008
347405 Medicaid Admin Services	172,974	144,249	180,000	150,000	150,000
347406 Drug Treatment Services	1,950	2,135	2,000	2,000	2,000
347501 Comm Svcs to Other Agencies	26,739	29,968	-	-	-
347999 Svcs to Other Agencies Closed	(24,246)	-	-	-	-
348100 Liability Insurance	1,096,801	1,368,799	1,255,800	1,442,000	1,442,000
348200 Workers Comp Insurance	827,925	836,026	756,900	727,200	727,200
348300 Medical Insurance	19,312,946	20,268,535	21,906,635	23,152,853	23,152,853
348310 Dental Insurance	1,925,426	2,011,078	2,155,305	2,279,656	2,279,656
348320 Health Savings Accounts	131,922	120,470	145,000	145,000	145,000
348400 Group Term Life Insurance	136,520	142,978	165,988	173,055	173,055
348500 Long Term Disability Insurance	342,793	291,220	372,189	387,888	387,888
348600 Unemployment Insurance	333,853	322,285	334,552	350,621	350,621
348700 Wellness Program	52,085	52,946	52,000	50,000	50,000
348800 Employee Assistance Program	37,407	38,669	39,845	40,702	40,702
Total Charges for Services	66,059,883	70,735,651	73,307,961	78,111,180	80,096,003

MARION COUNTY FY 2018-19 BUDGET  
LINE ITEM DETAIL

**COUNTYWIDE  
RESOURCES**

	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 REQUESTED	FY 18-19 PROPOSED
<b>Admin Cost Recovery</b>					
411100 County Admin Allocation	1,700,955	1,966,906	2,216,346	2,313,155	2,313,155
411200 Business Services Allocation	-	-	584,825	644,442	641,342
411210 Facilities Mgt Allocation	2,457,862	2,454,153	2,591,566	2,725,908	2,725,908
411220 Custodial Allocation	1,209,903	1,267,455	1,167,229	1,258,569	1,258,569
411230 Courier Allocation	82,155	84,072	83,995	56,527	56,527
411250 Risk Management Allocation	485,348	416,952	478,545	506,361	506,361
411255 Benefits Allocation	407,958	391,296	372,033	382,394	382,394
411260 Human Resources Allocation	1,403,548	1,494,748	1,661,492	1,686,122	1,686,122
411300 Legal Services Allocation	1,189,040	1,255,519	1,515,352	1,606,093	1,606,093
411400 Information Tech Allocation	5,934,505	6,263,466	7,761,699	8,913,479	8,913,479
411410 FIMS Allocation	2,287,541	2,651,094	2,160,127	1,851,385	1,851,385
411600 Finance Allocation	2,368,990	2,238,747	2,549,201	2,713,100	2,713,100
411800 MCBEE Allocation	47,429	158,159	103,712	156,758	156,758
412100 PERS Debt Service Assessments	4,514,389	4,460,752	3,956,620	5,361,980	5,361,980
413100 IT Equipment Use Allocation	307,048	331,935	355,726	-	680,333
440010 PW Internal Labor Charges	-	-	-	-	-
440110 PW Capital Labor Charges	-	-	-	-	-
<b>Total Admin Cost Recovery</b>	<b>24,396,671</b>	<b>25,435,254</b>	<b>27,558,468</b>	<b>30,176,273</b>	<b>30,853,506</b>
<b>Fines and Forfeitures</b>					
351100 Dog Fines	4,667	6,986	4,000	6,000	6,000
351200 Traffic Fines	1,934,282	1,994,804	1,745,091	2,025,822	2,025,822
351500 Weighmaster Fines	11	7,223	5,000	15,000	15,000
352200 Miscellaneous Forfeitures	2,156	-	-	-	-
352300 Civil Forfeitures	-	321	-	-	-
352400 Criminal Forfeitures	3,254	-	3,000	-	-
353100 County Assessments	428,098	436,979	425,443	446,886	446,886
353200 Court Security	336,906	288,255	291,000	246,683	246,683
<b>Total Fines and Forfeitures</b>	<b>2,709,375</b>	<b>2,734,568</b>	<b>2,473,534</b>	<b>2,740,391</b>	<b>2,740,391</b>
<b>Interest</b>					
361000 Investment Earnings	807,060	1,139,078	906,450	1,021,740	1,141,007
364100 Interfund Loan Interest	5,472	6,852	8,370	7,376	7,376
364900 Loan Repayment Interest	19,695	35,006	27,989	17,700	17,700
365000 Investment Fee	440,644	485,523	457,320	471,040	471,040
<b>Total Interest</b>	<b>1,272,870</b>	<b>1,666,459</b>	<b>1,400,129</b>	<b>1,517,856</b>	<b>1,637,123</b>
<b>Other Revenues</b>					
371000 Miscellaneous Income	60,073	91,533	42,300	99,252	99,252
371100 Recoveries from Collections	8,056	9,373	5,675	5,650	5,650
372000 Over and Short	(808)	(338)	200	200	200
373100 Special Program Donations	101,805	131,824	97,300	114,795	114,795
373200 Victims Assistance Donations	18,244	19,743	10,000	18,000	18,000
373500 Private Foundation Grants	83,340	110,833	108,330	-	-
373900 Undesignated Donations	200	-	-	-	-
374100 Block Grant Loan Principal	1,200	1,200	-	-	-
374300 Interfund Loan Principal	102,143	102,143	102,143	102,143	102,143
374900 Loan Repayment Principal	65,358	253,581	59,931	32,600	32,600
<b>Total Other Revenues</b>	<b>439,610</b>	<b>719,891</b>	<b>425,879</b>	<b>372,640</b>	<b>372,640</b>

MARION COUNTY FY 2018-19 BUDGET  
LINE ITEM DETAIL

**COUNTYWIDE  
RESOURCES**

	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 REQUESTED	FY 18-19 PROPOSED
General Fund Transfers					
381100 Transfer from General Fund	14,336,573	11,273,132	15,305,213	16,046,434	15,822,895
Total General Fund Transfers	14,336,573	11,273,132	15,305,213	16,046,434	15,822,895
Other Fund Transfers					
381105 Xfr from CH2 Redevelopment	750	-	-	-	-
381115 Transfer from Non Dept Grants	70,746	42,163	127,561	187,639	187,639
381125 Transfer from Juvenile Grants	52,818	-	92,660	19,243	19,243
381130 Transfer from Public Works	20,000	-	10,000	34,700	34,700
381155 Xfr from Tax Title Land Sales	46,414	46,247	47,249	39,399	39,399
381165 Xfr from Lottery and Econ Dev	326,500	324,000	353,200	324,000	324,000
381170 Transfer from CD Block Grants	47,721	-	-	-	-
381180 Transfer from Comm Corrections	3,757,582	3,757,582	4,035,704	4,378,882	4,378,882
381185 Transfer from Criminal Justice	525,000	450,000	454,515	446,886	446,886
381190 Transfer from Health	2,579,116	429,625	544,351	3,731,885	3,731,885
381245 Xfr from Public Safety ESSD	-	-	-	-	126,888
381250 Transfer from Sheriff Grants	-	-	14,162	-	-
381255 Xfr from Traffic Safety Team	312,779	104,915	255,610	100,000	100,000
381260 Transfer from Law Library	-	8,151	-	-	-
381270 Transfer from County Fair	-	-	47,557	-	-
381330 Transfer from Building Insp	-	27,255	-	-	-
381383 Xfr from Capital Bldg and Eq	-	-	162,400	-	-
381455 Xfr from Facility Renovation	-	531,000	-	-	-
381480 Xfr from Capital Impr Projects	-	-	74,130	137,586	137,586
381515 Xfr from Stormwater Management	-	25,000	41,000	-	-
381531 Transfer from East Salem SD	44,602	-	-	-	-
381585 Transfer from Self Insurance	-	25,000	25,000	-	-
Total Other Fund Transfers	7,784,028	5,770,938	6,285,099	9,400,220	9,527,108
Settlements					
382100 Settlements	956,238	618,832	150,000	10,000	10,000
Total Settlements	956,238	618,832	150,000	10,000	10,000
Financing Proceeds					
383100 Loan Proceeds	-	9,950,000	5,000,000	-	-
Total Financing Proceeds	-	9,950,000	5,000,000	-	-
Net Working Capital					
391000 Net Working Capital Restricted	20,550,046	19,473,296	18,579,001	18,065,840	18,065,840
392000 Net Working Capital Unrestr	93,863,240	97,354,087	109,773,293	87,671,701	105,917,709
Total Net Working Capital	114,413,285	116,827,384	128,352,294	105,737,541	123,983,549
<b>GRAND TOTAL</b>	<b>391,131,360</b>	<b>406,093,687</b>	<b>429,891,933</b>	<b>424,436,835</b>	<b>445,424,664</b>

MARION COUNTY FY 2018-19 BUDGET  
LINE ITEM DETAIL

**COUNTYWIDE**  
REQUIREMENTS

	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 REQUESTED	FY 18-19 PROPOSED
Personnel Services					
Salaries and Wages					
511020 Salaries and Wages Budget Only	-	-	647,308	-	7,619
511110 Regular Wages	64,288,138	67,106,783	88,590,412	93,095,475	93,410,813
511120 Temporary Wages	2,250,913	2,189,528	2,522,514	2,413,691	2,413,691
511130 Vacation Pay	4,311,914	4,460,752	-	-	-
511140 Sick Pay	2,725,718	2,841,883	-	-	-
511150 Holiday Pay	3,252,060	3,683,341	-	-	-
511160 Comp Time Pay	611,782	662,983	80,164	97,798	97,798
511170 Standby Pay	1,274	12	-	-	-
511180 Differential Pay	59,745	55,272	25,817	58,978	58,978
511210 Compensation Credits	2,085,816	1,984,900	1,941,551	1,841,173	1,841,075
511220 Pager Pay	199,024	212,185	228,879	215,537	215,537
511240 Leave Payoff	428,351	456,644	93,089	239,199	239,199
511250 Training Pay	1,790	13,885	34,054	34,205	34,205
511260 Election Workers	40,586	73,527	70,000	60,000	60,000
511270 Leadworker Pay	3,541	3,051	2,500	2,950	2,950
511280 Cell Phone Pay	14,409	19,252	13,265	12,564	12,564
511290 Health Insurance Waiver Pay	100,488	115,950	124,800	134,400	134,400
511410 Straight Pay	124,215	144,005	87,900	68,130	68,130
511420 Premium Pay	2,003,174	2,303,592	2,256,873	1,906,308	1,962,651
511430 Court Time	77,166	70,901	99,237	72,861	86,481
511450 Premium Pay Temps	39,349	43,805	30,550	56,956	56,956
511470 Extra Duty Contract Pay	18,441	50,967	-	-	-
511930 Clothing Allowance	5,400	9,400	9,835	8,200	8,200
<b>Total Salaries and Wages</b>	<b>82,643,293</b>	<b>86,502,619</b>	<b>96,858,748</b>	<b>100,318,425</b>	<b>100,711,247</b>
Fringe Benefits					
512010 Fringe Benefits Budget Only	-	-	294,457	577,111	606,019
512110 PERS	12,229,553	12,677,403	17,496,435	18,348,024	18,408,865
512120 401K	597,247	626,819	676,301	695,564	695,087
512130 PERS Debt Service	4,463,005	4,419,727	4,532,881	5,704,361	5,723,273
512200 FICA	6,230,751	6,497,783	7,089,294	7,417,466	7,441,344
512310 Medical Insurance	18,597,351	19,360,290	21,824,073	23,203,979	23,257,752
512320 Dental Insurance	1,854,280	1,921,129	2,157,529	2,289,899	2,296,914
512330 Group Term Life Insurance	135,194	141,687	166,559	173,618	174,112
512340 Long Term Disability Insurance	339,508	288,600	373,466	389,144	390,247
512400 Unemployment Insurance	330,684	319,420	335,466	351,822	352,995
512520 Workers Comp Insurance	41,124	38,520	47,310	48,098	48,321
512600 Wellness Program	51,605	52,485	58,916	60,519	60,759
512610 Employee Assistance Program	37,063	38,333	39,818	40,889	41,053
512700 County HSA Contributions	131,272	120,090	2,600	92,195	92,195
<b>Total Fringe Benefits</b>	<b>45,038,636</b>	<b>46,502,285</b>	<b>55,095,105</b>	<b>59,392,689</b>	<b>59,588,936</b>
<b>Total Personnel Services</b>	<b>127,681,929</b>	<b>133,004,904</b>	<b>151,953,853</b>	<b>159,711,114</b>	<b>160,300,183</b>



MARION COUNTY FY 2018-19 BUDGET  
LINE ITEM DETAIL

**COUNTYWIDE**

REQUIREMENTS

	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 REQUESTED	FY 18-19 PROPOSED
Materials and Services					
Supplies					
521010 Office Supplies	367,344	367,007	373,552	370,728	369,668
521030 Field Supplies	168,850	199,263	200,655	178,296	184,946
521040 Institutional Supplies	208,252	241,662	221,372	211,720	211,720
521050 Janitorial Supplies	137,213	147,826	154,209	149,535	149,535
521051 Janitorial Chemicals	-	2,649	5,000	-	-
521052 Janitorial Floor Care	-	3,380	6,500	5,750	5,750
521060 Electrical Supplies	18,767	24,779	31,750	48,300	48,300
521070 Departmental Supplies	273,012	335,695	332,543	339,900	341,440
521080 Food Supplies	91,630	91,360	91,119	101,922	101,922
521090 Uniforms and Clothing	154,192	143,211	214,078	211,725	252,705
521100 Medical Supplies	72,186	54,957	75,743	82,160	82,160
521110 First Aid Supplies	6,750	17,277	14,888	13,851	13,851
521120 Drugs	369,474	352,664	416,259	397,465	397,465
521130 Contraceptives	108,367	103,291	110,000	65,000	65,000
521140 Vaccines	41,550	53,181	51,610	40,770	40,770
521170 Educational Supplies	40,299	33,882	60,526	49,495	49,495
521190 Publications	58,595	47,732	77,764	64,579	64,579
521210 Gasoline	761,875	772,225	945,585	1,078,997	682,507
521220 Diesel	268,855	294,106	395,269	407,885	256,885
521230 Propane	3,404	3,414	7,820	10,280	10,280
521240 Automotive Supplies	28,294	7,754	44,600	24,150	24,150
521241 Oil and Lubricants	-	35,844	6,250	19,150	19,150
521300 Safety Clothing	56,243	33,192	48,235	104,680	104,680
521310 Safety Equipment	34,910	36,290	40,880	63,150	63,150
Total Supplies	3,270,063	3,402,640	3,926,207	4,039,488	3,540,108
Materials					
522010 Liquid Asphalt	695,348	852,803	1,130,580	1,485,220	1,485,220
522020 Crushed Rock	430,695	411,999	493,350	829,225	829,225
522030 Pipe	18,452	14,294	25,000	26,500	26,500
522050 Bridge Materials	23,248	28,340	36,280	26,980	26,980
522060 Sign Materials	137,097	59,222	107,480	102,980	102,980
522070 Paint	679,619	686,079	710,400	705,800	705,800
522080 Building Materials	5,039	6,195	18,800	21,100	21,100
522090 Chemical Sprays	62,403	41,022	63,500	55,800	55,800
522100 Parts	443,837	301,231	466,775	344,650	244,650
522110 Batteries	9,586	9,811	13,850	16,021	16,021
522120 Tires and Accessories	96,326	127,936	145,200	130,200	80,200
522140 Small Tools	26,223	19,584	33,790	42,850	42,850
522150 Small Office Equipment	156,513	144,280	174,548	150,385	150,385
522160 Small Departmental Equipment	194,209	189,400	252,763	291,313	291,313
522170 Computers Non Capital	454,007	392,800	423,615	542,430	542,430
522180 Software	127,536	125,217	99,293	117,626	117,626
522190 Asphalt Concrete	522,096	379,553	479,445	615,137	615,137
522240 Deicer	7,359	10,386	34,400	31,970	31,970
522500 Materials for Resale	89,607	78,945	102,574	102,574	102,574
Total Materials	4,179,202	3,879,097	4,811,643	5,638,761	5,488,761

MARION COUNTY FY 2018-19 BUDGET  
LINE ITEM DETAIL

**COUNTYWIDE**  
REQUIREMENTS

	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 REQUESTED	FY 18-19 PROPOSED
Communications					
523010 Telephone Equipment	30,050	21,708	26,260	17,870	17,870
523015 Video Security Equipment	4,678	11,427	-	85,865	85,865
523020 Phone and Communication Svcs	353,422	326,689	351,495	366,880	366,880
523030 Fax	(33)	78	-	-	-
523040 Data Connections	252,693	254,910	254,706	292,687	297,487
523050 Postage	144,848	167,793	175,939	178,838	179,168
523060 Cellular Phones	258,171	281,076	306,079	355,160	360,560
523070 Pagers	2,367	2,618	2,953	1,400	1,400
523090 Long Distance Charges	17,689	19,512	32,679	32,218	32,218
523100 Radios and Accessories	83,272	170,536	478,168	212,793	212,793
Total Communications	1,147,157	1,256,347	1,628,279	1,543,711	1,554,241
Utilities					
524010 Electricity	1,131,579	1,174,219	1,287,275	1,218,850	1,218,850
524020 Street Light Electricity	33,503	33,842	35,179	35,102	35,102
524030 Traffic Signal Electricity	31,417	30,174	32,800	32,700	32,700
524040 Natural Gas	190,352	204,848	210,609	215,561	215,561
524050 Water	125,434	176,090	133,513	150,862	150,862
524070 Sewer	190,084	239,270	189,907	213,362	213,362
524090 Garbage Disposal and Recycling	92,690	107,086	132,592	128,564	128,564
Total Utilities	1,795,058	1,965,529	2,021,875	1,995,001	1,995,001
Contracted Services					
525110 Consulting Services	357,583	351,619	643,377	1,054,000	1,054,000
525150 Audit Services	87,745	97,590	103,070	107,550	107,550
525152 Accounting Services	1,851	14,896	12,445	5,202	5,202
525153 Fiscal Agent Services	12,093	2,400	1,000	23,200	23,200
525154 Third Party Administrators	19,138	19,364	18,500	384,880	384,880
525155 Credit Card Fees	122,802	154,262	164,000	204,417	204,417
525156 Bank Services	17,891	8,132	30,000	20,000	20,000
525158 Armored Car Services	44,545	45,882	60,770	64,970	64,970
525160 Wellness Services	11,866	2,072	13,840	13,340	13,340
525175 Temporary Staffing	10,854	40,703	8,500	16,500	14,500
525185 Community Education Services	3,224	42,586	55,500	41,000	41,000
525210 Medical Services	1,648,460	1,671,708	1,895,818	1,754,335	1,754,335
525211 Psychiatric Services	20,815	23,875	24,024	17,224	17,224
525215 Dental Services	55,396	12,728	42,886	57,866	57,866
525220 Hospital Services	74,966	89,590	90,014	141,356	141,356
525225 Ambulance Services	13,066	21,150	62,025	35,025	35,025
525235 Laboratory Services	160,244	211,685	205,350	183,630	183,630
525240 XRay Services	21,198	25,063	29,250	21,100	21,100
525250 Foster Care Services	119,073	17,552	60,118	61,948	61,948

MARION COUNTY FY 2018-19 BUDGET  
LINE ITEM DETAIL

**COUNTYWIDE**  
REQUIREMENTS

	<b>FY 15-16 ACTUAL</b>	<b>FY 16-17 ACTUAL</b>	<b>FY 17-18 BUDGET</b>	<b>FY 18-19 REQUESTED</b>	<b>FY 18-19 PROPOSED</b>
525251 Child Care Services	-	-	50,000	50,000	50,000
525255 Veterans Services	-	-	162,799	217,065	217,065
525261 Social Services	1,037,111	1,467,884	1,620,338	1,481,207	1,481,207
525295 Health Providers	4,184,329	4,268,760	4,927,290	4,625,567	4,625,567
525305 Veterinary Services	27,774	34,857	37,000	38,150	38,150
525310 Laundry Services	47,533	48,292	47,851	49,476	50,816
525320 Food Services	1,149,633	1,116,438	1,202,402	1,231,337	1,231,337
525330 Transportation Services	54,587	38,768	49,604	41,989	41,989
525335 Housing Subsidies	164,389	158,852	141,596	183,280	183,280
525340 Counseling and Mentoring Svcs	4,065	1,058	19,803	18,803	18,803
525345 Youth Stipends	44,107	36,081	36,000	36,000	36,000
525350 Janitorial Services	87,755	105,381	98,457	88,897	88,897
525355 Engineering Services	4,200	6,300	119,400	346,100	346,100
525360 Public Works Services	312,258	145,713	178,089	340,235	340,235
525365 Striping Services	-	-	100,000	100,000	100,000
525370 Stormwater Services	243,741	252,444	253,216	364,541	364,541
525400 Public Safety Program Services	111,875	110,161	122,926	123,529	125,639
525405 Code Enforcement Services	133,274	150,581	160,534	159,930	159,930
525410 Dispatch Services	1,253,090	1,340,307	1,405,509	1,486,649	1,561,755
525420 Regional Area Info Network	19,657	21,889	21,889	19,700	19,700
525430 Programming and Data Services	138,131	140,657	219,500	249,500	249,500
525440 Client Assistance	33,786	83,086	92,865	181,008	181,008
525450 Subscription Services	129,673	189,958	229,423	238,914	238,914
525510 Legal Services	127,913	131,903	155,257	165,659	165,659
525515 Polygraph Services	6,592	8,890	6,000	5,500	5,500
525540 Witnesses	45,516	76,059	75,369	57,479	57,479
525541 Witness Mileage Reimbursement	3,373	9,908	8,650	8,039	8,039
525550 Court Services	3,058	2,461	2,750	3,050	3,050
525555 Security Services	374,832	430,975	566,374	457,247	464,517
525560 Victim Emergency Services	5,828	13,021	17,331	17,000	17,000
525610 Insurance Adjustors	260	-	500	500	500
525620 Insurance Brokers	122,475	126,150	127,000	131,000	131,000
525630 Insurance Admin Services	105,221	107,926	111,900	111,900	111,900
525710 Printing Services	275,951	342,856	443,876	441,578	442,048
525715 Advertising	262,798	288,328	319,288	453,512	453,512
525725 Drafting Blueprints and Design	-	18	-	-	-
525735 Mail Services	258,504	295,397	299,292	286,278	286,278
525740 Document Disposal Services	40,805	47,964	48,381	55,619	55,619
525770 Interpreters and Translators	93,830	94,355	89,779	91,375	91,375
525810 Waste to Energy Contract	9,650,593	9,943,137	10,361,603	10,328,765	10,328,765
525830 Transfer Station Contracts	2,445,522	3,180,219	3,315,253	5,421,783	5,421,783
525840 Solid Waste Hauling Services	7,735	8,238	9,120	-	-
525841 Leachate Disposal	968,750	1,194,264	734,400	1,107,000	1,107,000
525850 Litter Patrol Services	7,335	7,018	7,500	7,500	7,500

MARION COUNTY FY 2018-19 BUDGET  
LINE ITEM DETAIL

**COUNTYWIDE**  
REQUIREMENTS

	<b>FY 15-16 ACTUAL</b>	<b>FY 16-17 ACTUAL</b>	<b>FY 17-18 BUDGET</b>	<b>FY 18-19 REQUESTED</b>	<b>FY 18-19 PROPOSED</b>
525861 Ash Hauling Services	992,786	1,001,183	1,115,442	897,700	897,700
525862 Tire Hauling Services	53,070	51,656	55,315	57,225	57,225
525864 Appliance Hauling Services	45,403	37,100	45,000	-	-
525865 Metro Haulers	7,322	-	-	-	-
525870 Hazardous Waste Disposal	337,040	330,349	347,110	391,110	391,110
525871 Battery Recycling	88,731	53,724	111,500	114,500	114,500
525910 Fair 4H Contract	12,908	14,755	11,000	12,500	12,500
525915 Fair FFA Contract	6,052	6,098	6,200	6,200	6,200
525920 Fair Open Class	230	654	2,500	1,900	1,900
525925 Fair Entertainers	64,418	45,280	77,050	71,000	71,000
525930 Fair Events and Activities	39,542	27,404	43,500	47,750	47,750
525940 Fair Talent Show	-	275	1,500	-	-
525945 Fair Clean Up	5,000	5,000	5,000	5,000	5,000
525991 Match Payments	430,617	431,480	438,383	372,383	372,383
525999 Other Contracted Services	3,202,967	3,920,971	7,367,023	7,767,867	7,767,867
<b>Total Contracted Services</b>	<b>32,076,757</b>	<b>34,805,343</b>	<b>41,143,124</b>	<b>44,775,339</b>	<b>44,859,635</b>
<b>Repairs and Maintenance</b>					
526010 Office Equipment Maintenance	171,676	164,556	167,586	168,907	170,707
526011 Dept Equipment Maintenance	90,813	60,648	112,671	174,347	175,847
526012 Vehicle Maintenance	669,614	864,552	662,811	699,203	710,203
526013 Ferry Maintenance	19,114	39,407	-	(38,000)	(38,000)
526014 Radio Maintenance	2,253	16,202	49,760	19,470	19,470
526020 Computer Hardware Maintenance	130,337	115,867	146,551	151,970	151,970
526021 Computer Software Maintenance	931,590	1,112,058	1,264,550	1,422,469	1,394,969
526022 Telephone Maintenance	816	10,305	33,500	33,400	33,400
526030 Building Maintenance	516,368	444,306	458,722	491,255	492,255
526031 Elevator Maintenance	6,633	18,696	24,000	24,000	24,000
526032 Roof Maintenance	28,350	165	13,000	10,000	10,000
526040 Remodels and Site Improvements	28,843	23,585	27,400	26,712	26,712
526050 Grounds Maintenance	95,600	64,569	176,750	182,000	182,000
526055 Park Maintenance	38,694	28,060	60,000	60,000	60,000
526060 Traffic Signal Maintenance	48,368	21,785	39,850	35,200	35,200
526061 Storm Drain Maintenance	2,361	-	-	-	-
526062 Sewer Maintenance	-	-	5,000	5,000	5,000
526070 Road Maintenance	-	-	1,200	900	900
526080 Bridge Maintenance	198	-	-	-	-
<b>Total Repairs and Maintenance</b>	<b>2,781,629</b>	<b>2,984,761</b>	<b>3,243,351</b>	<b>3,466,833</b>	<b>3,454,633</b>
<b>Rentals</b>					
527100 Vehicle Rental	127,678	153,459	145,521	184,085	184,085
527110 Fleet Leases	1,659,611	1,682,290	1,757,763	1,785,863	1,803,059
527120 Motor Pool Mileage	47,437	43,644	50,372	49,525	51,325
527130 Parking	15,820	14,105	18,178	11,600	11,600
527140 County Parking	43,378	44,825	44,220	43,560	43,560

MARION COUNTY FY 2018-19 BUDGET  
LINE ITEM DETAIL

<b>COUNTYWIDE</b>					
REQUIREMENTS					
	<b>FY 15-16</b>	<b>FY 16-17</b>	<b>FY 17-18</b>	<b>FY 18-19</b>	<b>FY 18-19</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>REQUESTED</b>	<b>PROPOSED</b>
527200 Building Rental County	172,574	178,687	159,917	154,010	154,010
527210 Building Rental Private	2,028,479	1,850,737	1,654,675	2,206,922	2,206,922
527230 Fairgrounds Rental	10,383	9,084	10,000	12,172	12,172
527231 Fairgrounds Rental in Trade	2,750	750	-	60,000	60,000
527240 Condo Assn Assessments	229,481	221,936	243,185	228,315	228,315
527300 Equipment Rental	364,382	339,478	383,977	383,861	383,861
527310 Fair Equipment Rentals	37,351	21,222	42,400	52,432	52,432
Total Rentals	4,739,322	4,560,215	4,510,208	5,172,345	5,191,341
Insurance					
528110 Liability Insurance Premiums	39,675	41,275	40,924	44,224	44,224
528120 WC Insurance Premiums	137,099	138,779	106,600	105,000	105,000
528130 Property Insurance Premiums	193,820	192,859	200,000	200,000	200,000
528140 Malpractice Insurance Premiums	69,164	73,318	74,100	76,000	76,000
528150 Health Insurance Premiums	19,061,939	20,026,917	21,906,635	23,152,853	23,152,853
528160 Dental Insurance Premiums	1,911,697	1,998,995	2,155,305	2,279,656	2,279,656
528170 Life Insurance Premiums	134,667	141,685	165,988	173,055	173,055
528180 Disability Insurance Premiums	274,712	288,985	357,189	380,388	380,388
528190 County HSA Contributions	131,922	120,538	145,000	145,000	145,000
528210 Public Official Bonds	5,300	5,300	5,550	6,350	6,350
528220 Notary Bonds	1,191	1,632	1,848	1,768	1,768
528310 Excess Workers Comp Insurance	89,265	100,113	100,000	100,000	100,000
528320 Excess Liability Insurance	130,590	126,974	134,000	150,000	150,000
528410 Liability Claims	126,351	60,445	668,500	843,000	843,000
528415 Auto Claims	39,802	78,003	75,500	75,500	75,500
528430 Unemployment Claims	222,769	226,390	331,752	347,821	347,821
528460 Long Term Disability Claims	1,627	15,260	15,000	7,500	7,500
528510 Workers Comp Claims	680,033	691,585	516,800	487,200	487,200
Total Insurance	23,251,623	24,329,055	27,000,691	28,575,315	28,575,315
Miscellaneous					
529110 Mileage Reimbursement	130,325	127,962	127,133	140,825	140,825
529120 Commercial Travel	47,411	48,953	73,674	80,885	92,885
529130 Meals	47,536	57,229	88,982	82,368	81,968
529140 Lodging	168,980	149,763	182,282	179,871	176,871
529210 Meetings	37,166	41,800	54,346	52,496	52,496
529220 Conferences	73,174	95,742	107,876	122,905	120,955
529230 Training	290,789	381,171	510,647	481,938	519,418
529250 Tuition Reimbursement	3,149	1,500	3,500	3,000	3,000
529300 Dues and Memberships	260,973	282,831	292,216	320,569	320,569
529430 Safety Incentives EAIP	198,787	-	28,100	28,500	28,500
529440 Safety Grants	4,140	1,361	16,000	6,500	6,500
529450 Wellness Grants	-	13,500	6,000	6,500	6,500
529540 Predatory Animals	55,684	55,672	55,956	63,270	63,270

MARION COUNTY FY 2018-19 BUDGET  
LINE ITEM DETAIL

**COUNTYWIDE**  
REQUIREMENTS

	<b>FY 15-16 ACTUAL</b>	<b>FY 16-17 ACTUAL</b>	<b>FY 17-18 BUDGET</b>	<b>FY 18-19 REQUESTED</b>	<b>FY 18-19 PROPOSED</b>
529550 Water Master	8,710	8,700	8,700	8,700	8,700
529590 Special Programs Other	108,992	201,869	62,770	98,939	98,939
529610 Homicide Investigations	4,203	4,299	13,000	7,000	7,000
529620 Narcotics Investigations	-	-	6,796	3,596	3,596
529640 Victim Restitution	67,706	55,428	74,000	74,000	74,000
529650 Pre Employment Costs	82,682	97,719	56,555	55,105	55,105
529690 Other Investigations	54,094	42,441	47,610	35,790	35,790
529740 Fairs and Shows	29,384	38,104	43,073	49,717	49,717
529820 Vehicle Registration	4,713	4,415	5,307	3,664	3,664
529830 Dog Licenses	2,013	-	2,640	96	96
529840 Professional Licenses	3,090	5,854	6,550	7,650	7,650
529850 Device Licenses	8,197	3,156	10,155	5,160	5,160
529860 Permits	9,319	10,889	18,045	21,770	21,770
529870 DEQ Tonnage Assessment	249,231	330,114	350,000	350,200	350,200
529880 Recording Charges	57,250	84,563	53,200	52,000	52,000
529910 Awards and Recognition	25,385	23,204	41,825	41,065	41,065
529920 Auctions	251	673	2,500	2,500	2,500
529998 Retroactive PERS Adjustments	16,770	35,479	15,000	50,000	50,000
529999 Miscellaneous Expense	93,631	76,712	149,160	77,171	77,171
Total Miscellaneous	2,143,733	2,281,102	2,513,598	2,513,750	2,557,880
Total Materials and Services	75,384,545	79,464,089	90,798,976	97,720,543	97,216,915
Administrative Charges					
611100 County Admin Allocation	1,700,955	1,966,906	2,216,351	2,313,154	2,313,154
611210 Facilities Mgt Allocation	2,457,862	2,454,153	2,755,558	2,925,728	2,925,728
611220 Custodial Allocation	1,209,903	1,267,455	1,383,221	1,491,662	1,491,662
611230 Courier Allocation	82,155	84,072	98,262	66,091	66,091
611250 Risk Management Allocation	485,348	416,952	494,077	523,984	523,984
611255 Benefits Allocation	407,958	391,296	435,224	447,094	447,094
611260 Human Resources Allocation	1,403,548	1,494,748	1,773,348	1,805,765	1,805,765
611300 Legal Services Allocation	1,330,627	1,375,727	1,642,852	1,721,338	1,721,338
611400 Information Tech Allocation	3,490,557	3,708,010	4,131,994	4,628,824	4,628,824
611410 FIMS Allocation	2,287,541	2,651,094	2,707,165	2,399,587	2,399,587
611420 Telecommunications Allocation	422,128	455,647	482,626	619,850	619,850
611430 Info Tech Direct Charges	2,021,820	2,099,809	2,701,534	3,116,606	3,116,606
611600 Finance Allocation	2,368,990	2,238,747	2,549,601	2,713,100	2,713,100
611800 MCBEE Allocation	47,429	158,159	103,712	156,758	156,758
612100 IT Equipment Use Charges	307,048	331,935	355,726	696,558	680,330
614100 Liability Insurance Allocation	1,096,801	1,368,799	1,255,799	1,462,800	1,445,300
614200 WC Insurance Allocation	741,000	753,999	756,900	693,471	727,199
Total Administrative Charges	21,861,669	23,217,508	25,843,950	27,782,370	27,782,370

MARION COUNTY FY 2018-19 BUDGET  
LINE ITEM DETAIL

**COUNTYWIDE**  
REQUIREMENTS

	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 REQUESTED	FY 18-19 PROPOSED
Capital Outlay					
531100 Office Equipment Capital	11,662	-	-	-	-
531300 Departmental Equipment Capital	455,884	1,079,694	1,808,814	594,881	2,076,814
531350 Canines	-	6,000	31,876	26,168	26,168
531600 Computer Hardware Capital	313,873	780,183	553,200	-	6,182,006
531700 Computer Software Capital	312,069	879,141	1,951,314	6,730,942	301,000
531800 Telephone Systems	5,883	112,165	402,988	-	-
532100 Automobiles	284,768	353,377	312,021	324,112	324,112
532200 Pickups and Trucks	946,295	911,848	1,287,792	751,518	878,406
532400 Off Road Vehicles	13,048	113,111	28,750	-	-
532500 Road Maintenance Vehicles	370,281	572,777	1,246,281	810,400	750,400
532600 Ferries	-	40,069	561,250	898,750	898,750
533110 Road Resurfacing	2,926,558	3,970,475	3,600,000	4,900,000	4,900,000
533170 Road Construction	3,045,715	2,236,183	2,654,500	2,442,750	2,442,750
533180 Safety Improvements	29,460	39,490	954,250	199,750	199,750
533200 Traffic Signals	26,709	56,481	1,091,364	1,276,500	1,276,500
533500 Bridge Construction	65,750	191,361	1,175,950	3,444,900	3,444,900
534100 Building Construction	5,201,414	3,489,182	17,408,710	3,164,625	16,338,046
534101 Building Design	-	10,170	-	-	-
534102 Structural Assurance Testing	10,890	8,378	-	-	-
534103 Construction Management	237,609	133,872	-	-	-
534150 Building Acquisitions	447,809	7,000	-	-	-
534300 Special Construction	944,666	210,200	941,543	-	52,455
534600 Site Improvements	743,585	692,208	1,760,856	2,202,366	2,954,869
535110 Right of Way	21,279	91,713	-	-	-
535200 Purchased Land	264,040	-	-	-	-
Total Capital Outlay	16,679,247	15,985,076	37,771,459	27,767,662	43,046,926
Debt Service Principal					
541100 Principal Payments	3,840,977	4,792,555	5,034,418	5,340,120	5,340,120
Total Debt Service Principal	3,840,977	4,792,555	5,034,418	5,340,120	5,340,120
Debt Service Interest					
542100 Interest Payments	3,267,113	3,313,791	3,241,215	3,198,686	3,198,686
542900 Issuance Costs	-	15,967	-	-	-
Total Debt Service Interest	3,267,113	3,329,758	3,241,215	3,198,686	3,198,686
Special Payments					
551100 Interfund Loan Disbursements	2,500,000	-	-	-	-
551200 Distributions to Schools	578,669	614,068	638,403	587,750	587,750
551300 Distributions to Tax Districts	85,000	300,000	356,980	264,092	264,092
551990 Other Special Payments	-	-	2,240,114	2,274,914	-
Total Special Payments	3,163,669	914,068	3,235,497	3,126,756	851,842

MARION COUNTY FY 2018-19 BUDGET  
LINE ITEM DETAIL

**COUNTYWIDE**  
REQUIREMENTS

	<b>FY 15-16 ACTUAL</b>	<b>FY 16-17 ACTUAL</b>	<b>FY 17-18 BUDGET</b>	<b>FY 18-19 REQUESTED</b>	<b>FY 18-19 PROPOSED</b>
<b>Transfers Out</b>					
561100 Transfer to General Fund	4,032,582	4,007,582	4,334,766	4,498,766	4,498,766
561115 Transfer to Non Dept Grants	-	-	-	4,200	4,200
561125 Transfer to Juvenile Grants	1,082,545	1,073,870	1,154,220	227,806	227,806
561130 Transfer to Public Works	32,460	143,782	285,374	419,708	419,708
561160 Xfer to Community Svcs Grants	4,729	39,123	2,000	-	40,000
561165 Xfer to Lottery and Econ Dev	47,721	-	-	-	-
561180 Transfer to Comm Corrections	175,000	150,000	165,667	429,507	429,507
561190 Transfer to Health	3,498,968	3,730,390	3,730,390	4,067,712	3,795,298
561220 Transfer to Child Support	322,920	355,864	391,606	412,733	412,733
561230 Transfer to Dog Control	693,883	795,306	920,716	1,029,423	1,029,423
561250 Transfer to Sheriff Grants	110,398	104,303	194,392	260,753	260,753
561270 Transfer to County Fair	98,537	97,557	97,557	110,000	110,000
561300 Transfer to DA Grants	84,751	55,870	124,084	140,784	140,784
561305 Transfer to Land Use Planning	578,045	585,088	859,318	868,588	868,588
561310 Transfer to Parks	167,450	88,462	238,480	229,817	229,817
561320 Transfer to Surveyor	102,000	101,659	101,659	101,659	101,659
561410 Transfer to Debt Service	1,929,190	3,247,642	3,506,469	3,853,069	3,853,069
561455 Xfer to Facility Renovation	5,745,732	368,725	1,000,000	1,000,000	1,000,000
561480 Xfer to Capital Impr Projects	2,813,814	1,559,973	3,455,768	6,895,567	6,847,067
561580 Transfer to Central Services	446,635	453,255	906,846	785,373	842,748
561595 Transfer to Fleet Management	108,638	85,618	121,000	111,189	238,077
561605 Transfer to MCE4H Svc District	348,828	-	-	-	-
<b>Total Transfers Out</b>	<b>22,424,827</b>	<b>17,044,070</b>	<b>21,590,312</b>	<b>25,446,654</b>	<b>25,350,003</b>
<b>Contingency</b>					
571010 Contingency	-	-	19,035,519	20,340,697	19,983,207
<b>Total Contingency</b>	<b>-</b>	<b>-</b>	<b>19,035,519</b>	<b>20,340,697</b>	<b>19,983,207</b>
<b>Reserve for Future Expenditure</b>					
572010 Reserve for Future Expenditure	-	-	9,001,930	-	5,675,351
<b>Total Reserve for Future Expenditure</b>	<b>-</b>	<b>-</b>	<b>9,001,930</b>	<b>-</b>	<b>5,675,351</b>
<b>Ending Fund Balance</b>					
573010 Unapprop Ending Fund Balance	-	-	48,414,198	39,864,736	42,541,564
573020 Capital Improvement Reserves	-	-	9,391,606	9,558,497	9,558,497
573050 Self Insurance Reserves	-	-	4,579,000	4,579,000	4,579,000
<b>Total Ending Fund Balance</b>	<b>-</b>	<b>-</b>	<b>62,384,804</b>	<b>54,002,233</b>	<b>56,679,061</b>
<b>GRAND TOTAL</b>	<b>274,303,977</b>	<b>277,752,029</b>	<b>429,891,933</b>	<b>424,436,835</b>	<b>445,424,664</b>



MARION COUNTY FY 2018-19 BUDGET  
LINE ITEM DETAIL

**GENERAL FUND**

RESOURCES

	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 REQUESTED	FY 18-19 PROPOSED
<b>Taxes</b>					
311100 Property Taxes Current Year	63,274,521	65,801,530	69,097,000	71,342,750	71,342,750
311200 Property Taxes Prior Years	1,096,246	1,141,268	1,131,000	1,031,000	1,031,000
311300 Prop Tx Interest and Penalties	326,694	392,300	300,000	300,000	300,000
312200 Franchise Fees Cable TV	329,645	349,117	330,000	330,000	330,000
312300 Severance Taxes	7,730	5,592	5,592	7,530	7,530
Total Taxes	65,034,837	67,689,807	70,863,592	73,011,280	73,011,280
<b>Licenses and Permits</b>					
321000 Marriage Licenses	64,500	64,825	65,000	65,000	65,000
Total Licenses and Permits	64,500	64,825	65,000	65,000	65,000
<b>Intergovernmental Federal</b>					
331001 Payment in Lieu of Taxes	89,701	84,354	83,100	85,000	85,000
331010 Secure Rural Schools Title I	445,572	-	-	198,000	198,000
331013 State Criminal Alien Asst Pgm	72,973	102,032	-	-	-
331016 DOI BLM O and C Lands Act	-	274,515	-	300,000	300,000
331223 Oregon Dept of Justice	33,033	28,712	25,000	28,000	28,000
331224 USDA Child Nutrition Cluster	92,955	86,141	85,000	-	-
331990 Other Federal Revenues	22,429	21,034	30,000	25,000	25,000
Total Intergovernmental Federal	756,662	596,789	223,100	636,000	636,000
<b>Intergovernmental State</b>					
332010 Chapter 530 Forest Rehab	235,574	932,622	400,000	700,000	700,000
332011 OLCC General	1,633,287	1,761,377	1,819,545	1,943,275	1,943,275
332014 Cigarette Tax	299,564	291,497	283,700	279,880	279,880
332015 Electric Coop Tax	159,744	156,542	157,000	171,000	171,000
332016 Amusement Devise Tax	76,213	75,163	75,000	75,000	75,000
332017 Private Rail Car Tax	3,916	3,916	4,000	4,000	4,000
332019 County Assmt Funding CAFFA	1,107,943	1,052,874	1,099,096	1,103,493	1,103,493
332990 Other State Revenues	63,595	25,290	657,860	-	-
Total Intergovernmental State	3,579,835	4,299,281	4,496,201	4,276,648	4,276,648
<b>Charges for Services</b>					
341042 Marion Cty Justice Court Fees	601,487	603,463	585,000	540,000	540,000
341070 Filing Fees	38,632	39,410	40,000	40,000	40,000
341080 Recording Fees	1,371,709	1,577,626	1,703,000	1,533,060	1,533,060
341090 Passport Application Fees	28,025	141,775	50,000	85,000	85,000
341100 Assessment and Taxation Fees	29,254	32,412	30,000	30,000	30,000
341150 Sheriff Service Fees	408,383	319,591	285,000	225,000	225,000
341170 Witness Fees	550	386	500	500	500
341180 Crime Report Fees	18,143	22,318	20,000	20,000	20,000
341220 Supervision Fees	(1,014)	-	-	-	-
341280 Detention Fees	63,111	63,005	-	-	-
341400 Tax Collector Fees	130,139	99,240	140,000	140,000	140,000
341420 Assessor Fees	47,148	43,237	46,000	46,000	46,000

MARION COUNTY FY 2018-19 BUDGET  
LINE ITEM DETAIL

**GENERAL FUND**

RESOURCES

	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 REQUESTED	FY 18-19 PROPOSED
341430 Copy Machine Fees	187,669	201,234	195,000	195,000	195,000
341630 Service Charges	1,575	1,035	300	300	300
341635 Returned Check Fees	-	100	-	100	100
341720 Appeal Fees	1,400	1,425	1,000	1,000	1,000
341840 Work Crew Fees	279,513	290,688	257,550	499,750	499,750
341880 Ownership Doc Processing Fees	28,479	23,341	26,000	26,000	26,000
341940 Declaration Domestic Partners	125	150	200	200	200
341952 Styrofoam Recycling	-	-	-	33,895	33,895
341955 Wood and Compost Sales	-	-	-	60,000	60,000
341999 Other Fees	29,581	33,977	24,980	30,177	30,177
342310 Parking Permits	238,566	245,528	226,535	226,535	226,535
344100 Election Reimbursements	224,246	269,111	50,000	50,000	50,000
344300 Restitution	1,445	1,360	3,000	3,000	3,000
344701 Felony DUII Reimbursemt SB395	107,518	117,753	135,000	75,000	75,000
344999 Other Reimbursements	1,358,685	24,444	5,000	30,000	30,000
345100 Sale of Capital Assets	-	3,847	-	-	-
345300 Surplus Property Sales	876	749	-	-	-
347202 Code Enforcement Services	133,274	150,581	160,534	156,339	156,339
347501 Comm Svcs to Other Agencies	26,739	29,968	-	-	-
<b>Total Charges for Services</b>	<b>5,355,258</b>	<b>4,337,751</b>	<b>3,984,599</b>	<b>4,046,856</b>	<b>4,046,856</b>
<b>Fines and Forfeitures</b>					
351200 Traffic Fines	252,317	241,011	220,000	210,000	210,000
352200 Miscellaneous Forfeitures	2,156	-	-	-	-
<b>Total Fines and Forfeitures</b>	<b>254,473</b>	<b>241,011</b>	<b>220,000</b>	<b>210,000</b>	<b>210,000</b>
<b>Interest</b>					
361000 Investment Earnings	192,887	264,784	283,250	291,750	291,750
365000 Investment Fee	440,644	485,523	457,320	471,040	471,040
<b>Total Interest</b>	<b>633,531</b>	<b>750,306</b>	<b>740,570</b>	<b>762,790</b>	<b>762,790</b>
<b>Other Revenues</b>					
371000 Miscellaneous Income	16,358	20,325	15,000	30,000	30,000
371100 Recoveries from Collections	109	-	-	-	-
372000 Over and Short	(1,068)	(1,426)	-	-	-
373900 Undesignated Donations	200	-	-	-	-
<b>Total Other Revenues</b>	<b>15,600</b>	<b>18,899</b>	<b>15,000</b>	<b>30,000</b>	<b>30,000</b>
<b>Other Fund Transfers</b>					
381180 Transfer from Comm Corrections	3,757,582	3,757,582	4,035,704	4,249,804	4,249,804
381185 Transfer from Criminal Justice	175,000	150,000	151,505	148,962	148,962
381255 Xfr from Traffic Safety Team	100,000	100,000	100,000	100,000	100,000
381270 Transfer from County Fair	-	-	47,557	-	-
<b>Total Other Fund Transfers</b>	<b>4,032,582</b>	<b>4,007,582</b>	<b>4,334,766</b>	<b>4,498,766</b>	<b>4,498,766</b>
<b>Net Working Capital</b>					
392000 Net Working Capital Unrestr	10,808,395	11,232,586	14,731,332	14,246,550	14,246,550
<b>Total Net Working Capital</b>	<b>10,808,395</b>	<b>11,232,586</b>	<b>14,731,332</b>	<b>14,246,550</b>	<b>14,246,550</b>
<b>Total FND 100 General Fund</b>	<b>90,535,674</b>	<b>93,238,838</b>	<b>99,674,160</b>	<b>101,783,890</b>	<b>101,783,890</b>

MARION COUNTY FY 2018-19 BUDGET  
LINE ITEM DETAIL

**GENERAL FUND**  
**REQUIREMENTS**

	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 REQUESTED	FY 18-19 PROPOSED
Personnel Services					
Salaries and Wages					
511020 Salaries and Wages Budget Only	-	-	415,625	-	-
511110 Regular Wages	23,072,634	23,938,565	30,291,718	32,407,106	32,456,082
511120 Temporary Wages	779,624	768,087	673,051	793,975	793,975
511130 Vacation Pay	1,586,314	1,610,380	-	-	-
511140 Sick Pay	919,495	913,714	-	-	-
511150 Holiday Pay	1,201,687	1,350,460	-	-	-
511160 Comp Time Pay	313,863	330,868	80,164	82,221	82,221
511180 Differential Pay	7,369	6,447	10,817	37,871	37,871
511210 Compensation Credits	946,274	908,541	911,009	888,113	889,120
511220 Pager Pay	55,941	59,136	63,526	60,287	60,287
511240 Leave Payoff	155,158	188,228	49,789	145,641	145,641
511250 Training Pay	-	614	26,372	27,430	27,430
511260 Election Workers	40,586	73,527	70,000	60,000	60,000
511270 Leadworker Pay	1,041	1,099	-	450	450
511280 Cell Phone Pay	7,105	9,853	6,605	6,844	6,844
511290 Health Insurance Waiver Pay	23,836	28,077	36,000	31,200	31,200
511410 Straight Pay	59,837	62,563	40,200	31,205	31,205
511420 Premium Pay	1,388,471	1,537,767	1,343,003	1,080,418	1,080,418
511430 Court Time	58,970	64,778	79,237	62,411	62,411
511450 Premium Pay Temps	8,986	7,031	-	-	-
511470 Extra Duty Contract Pay	1,888	4,804	-	-	-
511930 Clothing Allowance	5,400	9,400	9,835	8,200	8,200
<b>Total Salaries and Wages</b>	<b>30,634,478</b>	<b>31,873,938</b>	<b>34,106,951</b>	<b>35,723,372</b>	<b>35,773,355</b>
Fringe Benefits					
512010 Fringe Benefits Budget Only	-	-	137,556	423,712	423,712
512110 PERS	4,846,498	4,974,099	6,029,089	6,432,009	6,441,655
512120 401K	248,160	257,065	266,726	271,334	272,734
512130 PERS Debt Service	1,389,868	1,319,199	1,561,936	1,999,621	2,002,619
512200 FICA	2,302,530	2,390,566	2,426,762	2,596,281	2,600,105
512310 Medical Insurance	6,408,486	6,606,559	7,174,577	7,706,141	7,706,141
512320 Dental Insurance	646,340	666,632	706,510	762,197	762,197
512330 Group Term Life Insurance	47,624	49,556	56,803	59,876	59,928
512340 Long Term Disability Insurance	119,329	100,394	127,386	134,184	134,298
512400 Unemployment Insurance	122,412	117,691	115,578	123,327	123,512
512520 Workers Comp Insurance	14,087	13,217	14,782	15,249	15,249
512600 Wellness Program	17,151	17,283	18,777	19,287	19,287
512610 Employee Assistance Program	12,318	12,620	12,685	13,028	13,028
512700 County HSA Contributions	35,046	32,056	-	33,246	33,246
<b>Total Fringe Benefits</b>	<b>16,209,851</b>	<b>16,556,937</b>	<b>18,649,167</b>	<b>20,589,492</b>	<b>20,607,711</b>
<b>Total Personnel Services</b>	<b>46,844,329</b>	<b>48,430,874</b>	<b>52,756,118</b>	<b>56,312,864</b>	<b>56,381,066</b>

MARION COUNTY FY 2018-19 BUDGET  
LINE ITEM DETAIL

**GENERAL FUND  
REQUIREMENTS**

	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 REQUESTED	FY 18-19 PROPOSED
Materials and Services					
Supplies					
521010 Office Supplies	124,966	116,571	122,857	114,724	112,724
521030 Field Supplies	77,728	96,451	105,504	88,007	88,007
521040 Institutional Supplies	192,265	187,476	185,688	178,038	178,038
521050 Janitorial Supplies	46,757	31,384	46,787	37,438	37,438
521070 Departmental Supplies	73,504	100,627	101,124	92,978	92,978
521080 Food Supplies	33,823	36,902	8,104	8,327	8,327
521090 Uniforms and Clothing	119,522	102,098	148,304	142,170	142,170
521100 Medical Supplies	46,491	32,032	34,730	34,710	34,710
521110 First Aid Supplies	5,240	6,033	4,573	4,261	4,261
521120 Drugs	315,607	230,258	300,000	230,000	230,000
521140 Vaccines	-	-	660	220	220
521170 Educational Supplies	7,115	7,712	5,250	5,554	5,554
521190 Publications	8,702	2,917	9,765	8,999	8,999
521210 Gasoline	199,271	190,263	241,113	286,719	286,719
521220 Diesel	8,601	7,931	9,139	9,071	9,071
521230 Propane	83	138	70	130	130
521240 Automotive Supplies	529	1,494	600	600	600
521300 Safety Clothing	15,007	9,205	9,500	13,600	13,600
521310 Safety Equipment	1,740	1,124	1,200	1,700	1,700
<b>Total Supplies</b>	<b>1,276,950</b>	<b>1,160,618</b>	<b>1,334,968</b>	<b>1,257,246</b>	<b>1,255,246</b>
Materials					
522020 Crushed Rock	742	1,361	500	500	500
522060 Sign Materials	914	424	2,300	2,200	2,200
522080 Building Materials	727	1,343	1,000	1,000	1,000
522100 Parts	9,668	8,461	10,000	10,000	10,000
522120 Tires and Accessories	-	60	-	-	-
522140 Small Tools	2,321	953	800	1,200	1,200
522150 Small Office Equipment	53,115	63,775	76,706	62,600	62,600
522160 Small Departmental Equipment	47,625	61,505	97,839	80,476	80,476
522170 Computers Non Capital	43,989	29,618	56,010	44,341	44,341
522180 Software	24,989	32,256	19,515	19,610	19,610
522500 Materials for Resale	-	-	-	3,000	3,000
<b>Total Materials</b>	<b>184,089</b>	<b>199,756</b>	<b>264,670</b>	<b>224,927</b>	<b>224,927</b>
Communications					
523010 Telephone Equipment	4,635	5,196	4,695	3,750	3,750
523015 Video Security Equipment	312	267	-	-	-
523020 Phone and Communication Svcs	45,169	47,260	46,245	48,490	48,490
523040 Data Connections	50,949	55,840	57,872	58,984	58,984
523050 Postage	94,292	121,971	117,963	120,363	119,363
523060 Cellular Phones	71,655	77,162	86,927	105,163	105,163
523070 Pagers	1,150	1,402	1,553	-	-

MARION COUNTY FY 2018-19 BUDGET  
LINE ITEM DETAIL

**GENERAL FUND  
REQUIREMENTS**

	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 REQUESTED	FY 18-19 PROPOSED
523090 Long Distance Charges	8,331	8,116	8,299	7,780	7,780
523100 Radios and Accessories	20,816	9,372	39,430	24,655	24,655
Total Communications	297,310	326,586	362,984	369,185	368,185
Utilities					
524010 Electricity	705,475	735,183	720,445	734,921	734,921
524020 Street Light Electricity	2,643	2,744	2,693	2,728	2,728
524040 Natural Gas	112,159	138,227	116,509	144,400	144,400
524050 Water	113,549	163,666	121,727	133,186	133,186
524070 Sewer	174,707	223,118	173,389	184,693	184,693
524090 Garbage Disposal and Recycling	47,003	55,417	49,149	58,134	58,134
Total Utilities	1,155,535	1,318,355	1,183,912	1,258,062	1,258,062
Contracted Services					
525110 Consulting Services	32,303	14,158	128,377	521,000	521,000
525150 Audit Services	-	3,000	-	-	-
525155 Credit Card Fees	2	125	-	-	-
525156 Bank Services	17,876	8,132	30,000	20,000	20,000
525158 Armored Car Services	25,933	27,227	37,000	40,000	40,000
525175 Temporary Staffing	4,721	29,725	8,500	11,500	9,500
525210 Medical Services	389,582	358,669	426,866	471,110	471,110
525211 Psychiatric Services	17,605	17,088	20,000	13,800	13,800
525215 Dental Services	55,396	11,156	42,100	57,080	57,080
525220 Hospital Services	74,966	79,854	85,146	136,488	136,488
525225 Ambulance Services	13,066	19,900	57,000	30,000	30,000
525235 Laboratory Services	21,547	23,974	22,320	24,350	24,350
525240 XRay Services	21,208	24,176	27,700	18,000	18,000
525261 Social Services	(346)	-	-	-	-
525310 Laundry Services	27,679	27,432	25,000	23,500	23,500
525320 Food Services	1,149,227	1,083,321	1,042,435	1,100,720	1,100,720
525330 Transportation Services	8,691	1,768	4,225	2,075	2,075
525340 Counseling and Mentoring Svcs	3,200	-	-	-	-
525345 Youth Stipends	-	-	-	36,000	36,000
525350 Janitorial Services	6,309	5,541	5,998	5,998	5,998
525360 Public Works Services	1,042	21,443	-	-	-
525400 Public Safety Program Services	8,574	6,738	8,598	9,197	9,197
525410 Dispatch Services	875,237	932,231	981,466	1,042,377	1,042,377
525420 Regional Area Info Network	14,940	16,636	16,636	14,972	14,972
525430 Programming and Data Services	137,891	140,617	170,500	200,500	200,500
525440 Client Assistance	110	988	300	300	300
525450 Subscription Services	21,315	21,817	39,465	40,622	40,622
525510 Legal Services	7,774	39,154	28,420	30,060	30,060
525540 Witnesses	38,904	65,431	58,069	36,229	36,229
525541 Witness Mileage Reimbursement	3,360	9,869	8,450	7,789	7,789
525550 Court Services	1,234	1,141	1,000	1,300	1,300

MARION COUNTY FY 2018-19 BUDGET  
LINE ITEM DETAIL

**GENERAL FUND  
REQUIREMENTS**

	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 REQUESTED	FY 18-19 PROPOSED
525555 Security Services	13,689	18,382	19,424	19,642	26,912
525630 Insurance Admin Services	2,904	3,300	6,100	6,100	6,100
525710 Printing Services	196,874	259,733	315,496	319,838	319,838
525715 Advertising	12,508	11,743	20,600	12,000	12,000
525735 Mail Services	146,858	155,415	156,446	163,838	163,838
525740 Document Disposal Services	15,511	16,466	20,086	21,546	21,546
525770 Interpreters and Translators	18,132	15,079	18,914	16,860	16,860
525810 Waste to Energy Contract	-	-	50	50	50
525870 Hazardous Waste Disposal	4,886	5,409	5,110	5,110	5,110
525930 Fair Events and Activities	97	35	-	-	-
525999 Other Contracted Services	366,868	729,436	1,032,710	1,128,798	1,128,798
<b>Total Contracted Services</b>	<b>3,757,675</b>	<b>4,206,309</b>	<b>4,870,507</b>	<b>5,588,749</b>	<b>5,594,019</b>
<b>Repairs and Maintenance</b>					
526010 Office Equipment Maintenance	113,488	118,602	122,783	123,376	123,376
526011 Dept Equipment Maintenance	12,233	14,648	20,900	32,400	33,900
526012 Vehicle Maintenance	33,122	28,264	46,750	35,750	35,750
526014 Radio Maintenance	1,065	1,611	3,700	2,600	2,600
526020 Computer Hardware Maintenance	4,232	5,109	5,500	8,206	8,206
526021 Computer Software Maintenance	54,942	52,251	118,652	107,077	79,577
526022 Telephone Maintenance	-	-	1,200	1,200	1,200
526030 Building Maintenance	104,829	85,544	59,512	71,390	72,390
526040 Remodels and Site Improvements	10,891	2,922	19,900	16,712	16,712
526050 Grounds Maintenance	377	2,337	500	500	500
<b>Total Repairs and Maintenance</b>	<b>335,180</b>	<b>311,288</b>	<b>399,397</b>	<b>399,211</b>	<b>374,211</b>
<b>Rentals</b>					
527100 Vehicle Rental	6,703	11,161	9,310	10,050	10,050
527110 Fleet Leases	818,517	822,363	831,486	888,184	863,020
527120 Motor Pool Mileage	3,948	5,011	4,550	6,180	6,180
527130 Parking	13,733	7,973	8,888	8,530	8,530
527140 County Parking	32,670	33,135	33,000	33,660	33,660
527210 Building Rental Private	196,508	203,092	206,084	332,815	332,815
527240 Condo Assn Assessments	128,772	124,538	136,462	127,764	127,764
527300 Equipment Rental	72,169	78,393	84,110	85,283	85,283
<b>Total Rentals</b>	<b>1,273,019</b>	<b>1,285,665</b>	<b>1,313,890</b>	<b>1,492,466</b>	<b>1,467,302</b>
<b>Insurance</b>					
528110 Liability Insurance Premiums	-	1,598	2,524	2,524	2,524
528120 WC Insurance Premiums	2,502	-	1,600	-	-
528140 Malpractice Insurance Premiums	8,444	8,866	8,600	10,500	10,500
528210 Public Official Bonds	4,350	4,350	4,350	4,350	4,350
528220 Notary Bonds	951	1,072	1,528	1,528	1,528
528410 Liability Claims	1,200	475	-	-	-
528415 Auto Claims	8,478	9,152	-	-	-
<b>Total Insurance</b>	<b>25,924</b>	<b>25,514</b>	<b>18,602</b>	<b>18,902</b>	<b>18,902</b>

MARION COUNTY FY 2018-19 BUDGET  
LINE ITEM DETAIL

**GENERAL FUND**  
REQUIREMENTS

	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 REQUESTED	FY 18-19 PROPOSED
Miscellaneous					
529110 Mileage Reimbursement	38,351	34,130	32,300	33,250	33,250
529120 Commercial Travel	15,485	18,785	23,220	22,692	22,692
529130 Meals	22,501	25,369	34,015	28,135	27,735
529140 Lodging	67,769	60,472	70,508	64,845	61,845
529210 Meetings	5,583	7,692	10,530	10,077	10,077
529220 Conferences	19,901	19,050	19,390	23,190	21,240
529230 Training	84,266	106,297	133,670	117,567	116,317
529250 Tuition Reimbursement	1,000	1,000	3,000	3,000	3,000
529300 Dues and Memberships	169,927	174,567	184,106	196,080	196,080
529540 Predatory Animals	55,684	55,672	55,956	63,270	63,270
529550 Water Master	8,700	8,700	8,700	8,700	8,700
529590 Special Programs Other	1,038	-	-	-	-
529610 Homicide Investigations	4,203	4,299	13,000	7,000	7,000
529620 Narcotics Investigations	-	-	2,000	-	-
529640 Victim Restitution	25	-	-	74,000	74,000
529650 Pre Employment Costs	65,668	79,575	41,440	41,440	41,440
529690 Other Investigations	8,485	4,092	5,300	7,200	7,200
529740 Fairs and Shows	472	2,157	2,300	2,100	2,100
529820 Vehicle Registration	93	-	-	-	-
529830 Dog Licenses	128	-	140	96	96
529840 Professional Licenses	400	493	700	700	700
529850 Device Licenses	-	-	655	655	655
529860 Permits	557	1,014	550	550	550
529880 Recording Charges	54,986	82,226	50,000	50,000	50,000
529910 Awards and Recognition	10,166	9,582	12,325	11,975	11,975
529998 Retroactive PERS Adjustments	16,770	35,475	15,000	50,000	50,000
529999 Miscellaneous Expense	64	2,244	100	100	100
Total Miscellaneous	652,222	732,892	718,905	816,622	810,022
Total Materials and Services	8,957,905	9,566,983	10,467,835	11,425,370	11,370,876
Administrative Charges					
611100 County Admin Allocation	535,712	623,836	700,025	729,932	729,932
611210 Facilities Mgt Allocation	1,825,721	1,823,088	2,026,572	2,063,875	2,063,875
611220 Custodial Allocation	712,057	747,974	794,806	884,550	884,550
611230 Courier Allocation	28,897	29,051	33,508	22,643	22,643
611250 Risk Management Allocation	224,036	171,568	235,131	290,439	290,439
611255 Benefits Allocation	143,494	135,220	148,406	153,190	153,190
611260 Human Resources Allocation	493,684	516,539	604,690	618,712	618,712
611300 Legal Services Allocation	383,017	468,669	593,631	649,532	649,532
611400 Information Tech Allocation	1,238,636	1,305,363	1,422,915	1,601,942	1,601,942
611410 FIMS Allocation	681,190	818,858	840,814	741,090	741,090
611420 Telecommunications Allocation	166,123	163,864	169,336	217,249	217,249
611430 Info Tech Direct Charges	783,661	826,463	1,082,928	1,473,499	1,473,499

MARION COUNTY FY 2018-19 BUDGET  
LINE ITEM DETAIL

**GENERAL FUND**  
REQUIREMENTS

	<b>FY 15-16 ACTUAL</b>	<b>FY 16-17 ACTUAL</b>	<b>FY 17-18 BUDGET</b>	<b>FY 18-19 REQUESTED</b>	<b>FY 18-19 PROPOSED</b>
611600 Finance Allocation	654,134	613,055	698,344	737,471	737,471
611800 MCBEE Allocation	13,547	46,784	30,789	46,231	46,231
612100 IT Equipment Use Charges	106,944	115,215	121,871	255,451	235,939
614100 Liability Insurance Allocation	562,800	558,700	609,700	859,700	844,300
614200 WC Insurance Allocation	261,800	281,900	313,500	287,188	322,100
619900 Distributed Admin Charges	-	(9,631)	-	-	-
Total Administrative Charges	8,815,453	9,236,516	10,426,966	11,632,694	11,632,694
Transfers Out					
561115 Transfer to Non Dept Grants	-	-	-	4,200	4,200
561125 Transfer to Juvenile Grants	907,545	923,870	1,002,715	78,844	78,844
561130 Transfer to Public Works	32,460	118,782	175,525	227,250	227,250
561160 Xfer to Community Svcs Grants	4,729	39,123	2,000	-	40,000
561180 Transfer to Comm Corrections	-	-	-	280,545	280,545
561190 Transfer to Health	3,498,968	3,730,390	3,730,390	4,067,712	3,795,298
561220 Transfer to Child Support	322,920	355,864	391,606	412,733	412,733
561230 Transfer to Dog Control	693,883	795,306	920,716	1,029,423	1,029,423
561250 Transfer to Sheriff Grants	39,652	54,226	58,916	64,363	64,363
561270 Transfer to County Fair	98,537	97,557	97,557	110,000	110,000
561300 Transfer to DA Grants	84,751	55,870	124,084	140,784	140,784
561305 Transfer to Land Use Planning	254,045	261,088	535,318	544,588	544,588
561310 Transfer to Parks	164,950	88,462	238,480	229,817	229,817
561320 Transfer to Surveyor	102,000	101,659	101,659	101,659	101,659
561410 Transfer to Debt Service	1,581,574	2,879,380	3,138,207	3,355,729	3,355,729
561455 Xfer to Facility Renovation	3,545,732	368,725	1,000,000	1,000,000	1,000,000
561480 Xfer to Capital Impr Projects	2,604,605	995,822	2,928,443	3,595,567	3,547,067
561580 Transfer to Central Services	400,221	407,008	859,597	745,974	803,349
561595 Transfer to Fleet Management	-	-	-	57,246	57,246
561605 Transfer to MCE4H Svc District	348,828	-	-	-	-
Total Transfers Out	14,685,401	11,273,132	15,305,213	16,046,434	15,822,895
Contingency					
571010 Contingency	-	-	1,371,475	1,396,385	1,313,770
Total Contingency	-	-	1,371,475	1,396,385	1,313,770
Ending Fund Balance					
573010 Unapprop Ending Fund Balance	-	-	9,346,553	4,970,143	5,262,589
Total Ending Fund Balance	-	-	9,346,553	4,970,143	5,262,589
<b>Total FND 100 General Fund</b>	<b>79,303,088</b>	<b>78,507,506</b>	<b>99,674,160</b>	<b>101,783,890</b>	<b>101,783,890</b>



MARION COUNTY FY 2018-19 BUDGET  
LINE ITEM DETAIL

**CENTRAL SERVICES FUND**  
RESOURCES

	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 REQUESTED	FY 18-19 PROPOSED
Charges for Services					
341170 Witness Fees	-	70	-	-	-
341430 Copy Machine Fees	-	13	-	-	-
341620 User Fees	268,225	209,913	197,935	217,935	217,935
341690 Attorney Fees	156,134	158,963	136,900	131,100	131,100
341999 Other Fees	142	-	-	-	-
342200 Property Leases	2,616	7,989	9,900	9,900	9,900
342310 Parking Permits	30	25	-	-	-
344250 Telephone Use Reimbursement	80,146	82,314	76,450	76,450	76,450
344300 Restitution	245	887	400	-	-
344800 EAIP Reimbursement	3,720	2,760	3,000	3,000	3,000
344999 Other Reimbursements	6,258	5,757	999	2,750	2,750
345300 Surplus Property Sales	4,309	-	-	-	-
347101 Central Svcs to Other Agencies	175,327	207,621	106,229	108,026	111,126
348700 Wellness Program	52,085	52,946	52,000	50,000	50,000
<b>Total Charges for Services</b>	<b>749,237</b>	<b>729,260</b>	<b>583,813</b>	<b>599,161</b>	<b>602,261</b>
Admin Cost Recovery					
411100 County Admin Allocation	1,700,955	1,966,906	2,216,346	2,313,155	2,313,155
411200 Business Services Allocation	-	-	584,825	644,442	641,342
411210 Facilities Mgt Allocation	2,457,862	2,454,153	2,591,566	2,725,908	2,725,908
411220 Custodial Allocation	1,209,903	1,267,455	1,167,229	1,258,569	1,258,569
411230 Courier Allocation	82,155	84,072	83,995	56,527	56,527
411250 Risk Management Allocation	485,348	416,952	478,545	506,361	506,361
411255 Benefits Allocation	407,958	391,296	372,033	382,394	382,394
411260 Human Resources Allocation	1,403,548	1,494,748	1,661,492	1,686,122	1,686,122
411300 Legal Services Allocation	1,189,040	1,255,519	1,515,352	1,606,093	1,606,093
411400 Information Tech Allocation	5,934,505	6,263,466	7,761,699	8,913,479	8,913,479
411410 FIMS Allocation	2,287,541	2,651,094	2,160,127	1,851,385	1,851,385
411600 Finance Allocation	2,368,990	2,238,747	2,549,201	2,713,100	2,713,100
411800 MCBEE Allocation	47,429	158,159	103,712	156,758	156,758
<b>Total Admin Cost Recovery</b>	<b>19,575,234</b>	<b>20,642,567</b>	<b>23,246,122</b>	<b>24,814,293</b>	<b>24,811,193</b>
Other Revenues					
371000 Miscellaneous Income	600	50	-	-	-
371100 Recoveries from Collections	-	44	-	-	-
<b>Total Other Revenues</b>	<b>600</b>	<b>94</b>	<b>-</b>	<b>-</b>	<b>-</b>
General Fund Transfers					
381100 Transfer from General Fund	400,221	407,008	859,597	745,974	803,349
<b>Total General Fund Transfers</b>	<b>400,221</b>	<b>407,008</b>	<b>859,597</b>	<b>745,974</b>	<b>803,349</b>
Other Fund Transfers					
381155 Xfr from Tax Title Land Sales	46,414	46,247	47,249	39,399	39,399
<b>Total Other Fund Transfers</b>	<b>46,414</b>	<b>46,247</b>	<b>47,249</b>	<b>39,399</b>	<b>39,399</b>
<b>Total FND 580 Central Services</b>	<b>20,771,706</b>	<b>21,825,176</b>	<b>24,736,781</b>	<b>26,198,827</b>	<b>26,256,202</b>

MARION COUNTY FY 2018-19 BUDGET  
LINE ITEM DETAIL

**CENTRAL SERVICES FUND**  
REQUIREMENTS

	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 REQUESTED	FY 18-19 PROPOSED
<b>FND 580 Central Services</b>					
Personnel Services					
Salaries and Wages					
511020 Salaries and Wages Budget Only	-	-	-	-	7,619
511110 Regular Wages	8,757,348	9,049,988	11,794,731	12,203,609	12,202,260
511120 Temporary Wages	59,077	55,764	17,813	27,680	27,680
511130 Vacation Pay	581,169	637,411	-	-	-
511140 Sick Pay	350,619	371,671	-	-	-
511150 Holiday Pay	421,529	472,463	-	-	-
511160 Comp Time Pay	13,448	20,699	-	-	-
511180 Differential Pay	15,743	15,961	15,000	15,500	15,500
511210 Compensation Credits	277,127	247,420	242,010	207,531	207,531
511220 Pager Pay	51,297	52,070	53,000	54,000	54,000
511240 Leave Payoff	48,651	46,653	43,300	93,558	93,558
511250 Training Pay	1,790	13,271	-	-	-
511270 Leadworker Pay	2,403	1,922	2,500	2,500	2,500
511280 Cell Phone Pay	5,831	6,560	6,660	5,520	5,520
511290 Health Insurance Waiver Pay	24,107	23,384	21,600	21,600	21,600
511420 Premium Pay	50,454	50,920	21,500	46,500	46,500
511450 Premium Pay Temps	219	-	-	-	-
<b>Total Salaries and Wages</b>	<b>10,660,814</b>	<b>11,066,156</b>	<b>12,218,114</b>	<b>12,677,998</b>	<b>12,684,268</b>
Fringe Benefits					
512010 Fringe Benefits Budget Only	-	-	5,800	-	5,302
512110 PERS	1,576,086	1,631,737	2,327,266	2,399,529	2,399,270
512120 401K	158,159	164,673	178,042	184,593	182,581
512130 PERS Debt Service	590,341	609,641	602,936	745,971	745,888
512200 FICA	797,233	823,687	915,251	944,696	944,355
512310 Medical Insurance	2,045,663	2,157,083	2,373,594	2,537,532	2,537,532
512320 Dental Insurance	201,217	212,068	234,840	252,200	252,206
512330 Group Term Life Insurance	18,417	19,177	22,345	23,058	23,056
512340 Long Term Disability Insurance	45,459	38,338	50,095	51,694	51,692
512400 Unemployment Insurance	42,661	40,898	44,634	46,013	46,009
512520 Workers Comp Insurance	4,565	4,211	5,135	5,279	5,279
512600 Wellness Program	6,015	6,125	6,716	6,840	6,840
512610 Employee Assistance Program	4,320	4,473	4,546	4,638	4,638
512700 County HSA Contributions	23,188	22,100	2,600	22,750	22,750
<b>Total Fringe Benefits</b>	<b>5,513,326</b>	<b>5,734,212</b>	<b>6,773,800</b>	<b>7,224,793</b>	<b>7,227,398</b>
<b>Total Personnel Services</b>	<b>16,174,140</b>	<b>16,800,369</b>	<b>18,991,914</b>	<b>19,902,791</b>	<b>19,911,666</b>

MARION COUNTY FY 2018-19 BUDGET  
LINE ITEM DETAIL

**CENTRAL SERVICES FUND**  
REQUIREMENTS

	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 REQUESTED	FY 18-19 PROPOSED
Materials and Services					
Supplies					
521010 Office Supplies	32,220	31,963	33,682	33,395	33,395
521030 Field Supplies	-	7	-	-	-
521050 Janitorial Supplies	67,387	80,341	73,000	84,000	84,000
521051 Janitorial Chemicals	-	2,649	5,000	-	-
521052 Janitorial Floor Care	-	3,380	6,500	5,750	5,750
521060 Electrical Supplies	17,750	24,751	30,000	30,000	30,000
521070 Departmental Supplies	32,281	35,225	38,350	37,920	37,920
521090 Uniforms and Clothing	1,039	6,485	4,200	4,100	4,100
521110 First Aid Supplies	107	249	200	200	200
521140 Vaccines	-	100	250	350	350
521170 Educational Supplies	6	394	-	-	-
521190 Publications	10,868	6,368	9,989	6,995	6,995
521210 Gasoline	8,296	7,974	7,500	6,400	6,400
521220 Diesel	2,023	1,519	3,000	4,000	4,000
521230 Propane	105	96	200	150	150
521300 Safety Clothing	528	501	1,000	1,000	1,000
521310 Safety Equipment	961	8,497	2,500	2,500	2,500
Total Supplies	173,570	210,501	215,371	216,760	216,760
Materials					
522070 Paint	16,746	899	1,000	1,000	1,000
522090 Chemical Sprays	148	-	-	-	-
522110 Batteries	1,158	2,073	1,000	3,521	3,521
522120 Tires and Accessories	49	-	-	-	-
522140 Small Tools	5,433	5,739	4,700	4,050	4,050
522150 Small Office Equipment	14,500	17,871	18,215	16,465	16,465
522160 Small Departmental Equipment	27,383	13,361	19,200	18,790	18,790
522170 Computers Non Capital	232,564	229,085	262,168	333,955	333,955
522180 Software	53,562	46,528	29,022	36,830	36,830
Total Materials	351,543	315,556	335,305	414,611	414,611
Communications					
523010 Telephone Equipment	7,296	11,499	2,400	1,500	1,500
523015 Video Security Equipment	60	8,320	-	85,865	85,865
523020 Phone and Communication Svcs	176,045	154,459	174,100	174,050	174,050
523030 Fax	(33)	(12)	-	-	-
523040 Data Connections	11,792	11,122	13,312	11,711	11,711
523050 Postage	5,019	3,958	5,925	5,685	5,685
523060 Cellular Phones	21,307	22,820	22,836	28,898	28,898
523070 Pagers	1,199	1,216	1,400	1,400	1,400
523090 Long Distance Charges	295	1,555	15,470	15,483	15,483
Total Communications	222,979	214,937	235,443	324,592	324,592

MARION COUNTY FY 2018-19 BUDGET  
LINE ITEM DETAIL

**CENTRAL SERVICES FUND**  
REQUIREMENTS

	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 REQUESTED	FY 18-19 PROPOSED
Utilities					
524010 Electricity	82,762	86,106	97,662	102,394	102,394
524020 Street Light Electricity	4	56	37	43	43
524030 Traffic Signal Electricity	49	-	-	-	-
524040 Natural Gas	4,118	3,895	1,657	1,623	1,623
524050 Water	2,522	2,330	1,176	3,558	3,558
524070 Sewer	3,095	3,643	2,507	5,766	5,766
524090 Garbage Disposal and Recycling	12,725	9,528	8,692	8,886	8,886
Total Utilities	105,275	105,557	111,731	122,270	122,270
Contracted Services					
525110 Consulting Services	14,655	108,065	220,000	135,000	135,000
525150 Audit Services	87,745	88,070	96,550	101,030	101,030
525153 Fiscal Agent Services	900	2,400	-	-	-
525160 Wellness Services	11,866	2,061	13,840	13,340	13,340
525175 Temporary Staffing	-	10,328	-	-	-
525235 Laboratory Services	-	85	-	-	-
525330 Transportation Services	-	53	-	-	-
525355 Engineering Services	-	-	5,000	5,000	5,000
525360 Public Works Services	-	743	-	-	-
525450 Subscription Services	83,176	114,889	134,439	140,353	140,353
525510 Legal Services	106,256	89,922	115,137	104,399	104,399
525540 Witnesses	10	210	200	250	250
525541 Witness Mileage Reimbursement	13	39	200	250	250
525620 Insurance Brokers	86,274	88,863	89,000	92,000	92,000
525630 Insurance Admin Services	28,967	30,751	30,000	30,000	30,000
525710 Printing Services	13,293	10,213	15,555	13,770	13,770
525715 Advertising	9,829	9,609	8,725	9,540	9,540
525735 Mail Services	11,732	11,621	12,930	13,285	13,285
525740 Document Disposal Services	611	460	1,100	1,130	1,130
525999 Other Contracted Services	42,179	42,727	162,379	308,754	308,754
Total Contracted Services	497,508	611,108	905,055	968,101	968,101
Repairs and Maintenance					
526010 Office Equipment Maintenance	-	-	200	200	200
526011 Dept Equipment Maintenance	8,544	7,034	11,400	16,400	16,400
526012 Vehicle Maintenance	1,391	2,630	3,678	3,650	3,650
526020 Computer Hardware Maintenance	120,930	101,959	132,251	137,364	137,364
526021 Computer Software Maintenance	831,788	990,697	1,044,728	1,191,110	1,191,110
526022 Telephone Maintenance	816	10,305	32,000	32,000	32,000
526030 Building Maintenance	239,120	186,525	225,060	243,115	243,115
526031 Elevator Maintenance	6,533	18,696	24,000	24,000	24,000
526032 Roof Maintenance	28,014	165	5,000	5,000	5,000
526050 Grounds Maintenance	37,795	41,841	56,000	56,000	56,000
Total Repairs and Maintenance	1,274,931	1,359,853	1,534,317	1,708,839	1,708,839

MARION COUNTY FY 2018-19 BUDGET  
LINE ITEM DETAIL

**CENTRAL SERVICES FUND**  
REQUIREMENTS

	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 REQUESTED	FY 18-19 PROPOSED
<b>Rentals</b>					
527100 Vehicle Rental	-	-	300	200	200
527110 Fleet Leases	54,244	52,008	50,624	51,236	51,236
527120 Motor Pool Mileage	6,829	5,654	6,385	7,905	7,905
527130 Parking	351	565	350	1,710	1,710
527140 County Parking	5,060	6,600	5,940	5,280	5,280
527200 Building Rental County	26,338	26,509	26,516	26,516	26,516
527210 Building Rental Private	3,425	3,533	3,621	3,689	3,689
527240 Condo Assn Assessments	88,033	85,139	93,290	87,344	87,344
527300 Equipment Rental	46,414	44,834	54,077	50,230	50,230
<b>Total Rentals</b>	<b>230,694</b>	<b>224,842</b>	<b>241,103</b>	<b>234,110</b>	<b>234,110</b>
<b>Insurance</b>					
528220 Notary Bonds	40	40	80	40	40
<b>Total Insurance</b>	<b>40</b>	<b>40</b>	<b>80</b>	<b>40</b>	<b>40</b>
<b>Miscellaneous</b>					
529110 Mileage Reimbursement	9,882	9,576	12,013	15,067	15,067
529120 Commercial Travel	7,362	7,357	14,550	15,860	27,860
529130 Meals	2,497	7,266	10,550	14,550	14,550
529140 Lodging	28,880	27,885	30,099	34,208	34,208
529210 Meetings	11,150	8,984	9,586	11,129	11,129
529220 Conferences	24,973	25,592	39,135	45,335	45,335
529230 Training	81,694	139,199	130,310	176,336	212,836
529250 Tuition Reimbursement	649	-	-	-	-
529300 Dues and Memberships	22,967	25,785	25,866	26,684	26,684
529440 Safety Grants	2,505	271	6,000	6,500	6,500
529450 Wellness Grants	-	13,500	6,000	6,500	6,500
529650 Pre Employment Costs	1,119	739	1,035	685	685
529690 Other Investigations	190	99	400	300	300
529740 Fairs and Shows	434	614	923	3,596	3,596
529840 Professional Licenses	250	525	-	-	-
529850 Device Licenses	4,814	692	6,000	1,000	1,000
529860 Permits	1,586	2,723	800	900	900
529910 Awards and Recognition	6,095	4,692	14,750	14,990	14,990
529999 Miscellaneous Expense	2,507	(4)	-	-	-
<b>Total Miscellaneous</b>	<b>209,552</b>	<b>275,494</b>	<b>308,017</b>	<b>373,640</b>	<b>422,140</b>
<b>Total Materials and Services</b>	<b>3,066,092</b>	<b>3,317,888</b>	<b>3,886,422</b>	<b>4,362,963</b>	<b>4,411,463</b>

MARION COUNTY FY 2018-19 BUDGET  
LINE ITEM DETAIL

**CENTRAL SERVICES FUND**  
REQUIREMENTS

	FY 15-16 ACTUAL	FY 16-17 ACTUAL	FY 17-18 BUDGET	FY 18-19 REQUESTED	FY 18-19 PROPOSED
Administrative Charges					
611100 County Admin Allocation	160,696	190,379	210,651	225,571	225,571
611210 Facilities Mgt Allocation	157,451	157,060	175,894	173,197	173,197
611220 Custodial Allocation	114,198	116,198	128,575	133,964	133,964
611230 Courier Allocation	5,754	5,914	6,859	4,682	4,682
611250 Risk Management Allocation	20,294	17,006	19,788	21,619	21,619
611255 Benefits Allocation	28,572	27,521	30,380	31,665	31,665
611260 Human Resources Allocation	98,298	105,127	123,788	127,894	127,894
611300 Legal Services Allocation	289,371	302,262	344,770	341,582	341,582
611400 Information Tech Allocation	213,571	224,237	255,356	267,845	267,845
611410 FIMS Allocation	140,131	170,958	166,439	153,920	153,920
611420 Telecommunications Allocation	27,887	26,242	24,336	27,158	27,158
611430 Info Tech Direct Charges	-	45,840	49,480	58,299	58,299
611600 Finance Allocation	128,216	121,915	142,741	160,600	160,600
611800 MCBEE Allocation	4,721	16,463	10,676	16,674	16,674
612100 IT Equipment Use Charges	16,213	16,597	18,212	33,404	33,404
614100 Liability Insurance Allocation	69,700	112,400	101,900	93,500	93,500
614200 WC Insurance Allocation	56,400	50,800	48,600	61,499	61,499
Total Administrative Charges	1,531,473	1,706,919	1,858,445	1,933,073	1,933,073
<b>Total FND 580 Central Services</b>	<b>20,771,705</b>	<b>21,825,176</b>	<b>24,736,781</b>	<b>26,198,827</b>	<b>26,256,202</b>

MARION COUNTY FY 2018-19 BUDGET  
LINE ITEM DETAIL

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MARION COUNTY FY 2018-19 BUDGET  
APPENDIX A  
PUBLIC NOTICE OF BUDGET COMMITTEE MEETING

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**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, 2018 to June 30, 2019 will be held at Courthouse Square, Senator Hearing Room, 555 Court St. NE, Salem, Oregon. The first meeting will take place on June 5, 2018 at 9:30 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 7, 2018 to receive additional budget information, deliberate and approve the budget. Public comment will be taken at 8:45 am. 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 5, 2018 at the Board of Commissioners' Office, Room 5232, Courthouse Square, 555 Court Street, Salem, between the hours of 8:00 am and 5:00 pm, or on the Marion County Internet website at [www.co.marion.or.us](http://www.co.marion.or.us).

us.

Statesman Journal  
May 22, 2018



MARION COUNTY FY 2018-19 BUDGET  
APPENDIX A  
PUBLIC NOTICE OF BUDGET COMMITTEE MEETING

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MARION COUNTY FY 2018-19 BUDGET  
APPENDIX E  
BUDGET TERMINOLOGY

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**BUDGET TERMINOLOGY**

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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 2018-19 BUDGET  
APPENDIX E  
BUDGET TERMINOLOGY

**Budget Glossary**

Acronyms (commonly used)	Description
<b>BOC</b>	Board of Commissioners
<b>CDBG</b>	Community Development Block Grant
<b>CIP</b>	Capital Improvement Project
<b>COLA</b>	Cost-of-Living Allowance
<b>COPs</b>	Certificates of Participation
<b>ERP</b>	Enterprise Resource Planning
<b>GFOA</b>	Government Finance Officers Association
<b>FIMS</b>	Financial Information Management System
<b>IT</b>	Information Technology
<b>MCBEE</b>	Marion County Business Enterprise Enhancement
<b>OAR</b>	Oregon Administrative Rules
<b>ORS</b>	Oregon Revised Statutes
<b>PERS</b>	Public Employees Retirement System
<b>UEFB</b>	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*.

**ADOPTED BUDGET** – The annual *budget* authorized by a resolution of the Board of Commissioners before the beginning of each *fiscal year*.

MARION COUNTY FY 2018-19 BUDGET  
APPENDIX E  
BUDGET TERMINOLOGY

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**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*.

**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.

The Board of Commissioners must first authorize the reallocation of contingency to an expenditure category before the expenditure may be incurred.

MARION COUNTY FY 2018-19 BUDGET  
APPENDIX E  
BUDGET TERMINOLOGY

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**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.

**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 2018-19 BUDGET  
APPENDIX E  
BUDGET TERMINOLOGY

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**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.

MARION COUNTY FY 2018-19 BUDGET  
APPENDIX E  
BUDGET TERMINOLOGY

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***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.

**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.

**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*.

**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.

MARION COUNTY FY 2018-19 BUDGET  
APPENDIX E  
BUDGET TERMINOLOGY

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**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.

**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.



MARION COUNTY FY 2018-19 BUDGET  
APPENDIX E  
BUDGET TERMINOLOGY

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MARION COUNTY FY 2018-19 BUDGET  
APPENDIX F  
FINANCIAL POLICIES

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**FINANCIAL POLICIES**

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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.<sup>1</sup>

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.”

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<sup>1</sup> *State of Oregon Department of Revenue – Local Budgeting Manual*

MARION COUNTY FY 2018-19 BUDGET  
APPENDIX F  
FINANCIAL POLICIES

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**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.

MARION COUNTY FY 2018-19 BUDGET  
APPENDIX F  
FINANCIAL POLICIES

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- “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 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.”

MARION COUNTY FY 2018-19 BUDGET  
APPENDIX F  
FINANCIAL POLICIES

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**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 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**

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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 2018-19 BUDGET  
APPENDIX I  
CONTINGENCY, RESERVES AND ENDING FUND BALANCE

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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.

<b>FY 2018-19 - General Reserves<sup>1</sup></b>				
	<b>Contingency</b>	<b>Reserve for Future Expenditures</b>	<b>Unappropriated Ending Fund Balance</b>	<b>Adjusted General Fund Resources<sup>2</sup></b>
General Fund	1,313,570	-	5,262,589	87,537,340
Rainy Day Fund	-	2,274,914	-	-
<b>Total</b>	<b>\$ 1,313,570</b>	<b>\$ 2,274,914</b>	<b>\$ 5,262,589</b>	<b>\$ 87,537,340</b>
<b>FY 18-19 % Reserves based on Adj General Fund Resources</b>	<b>1.5%</b>	<b>2.6%</b>	<b>6.0%</b>	<b>10.1%</b>
FY17-18 % Reserves based on Adj General Fund Resources (Adopted)	1.2%	2.7%	6.0%	9.8%

1 = Reserves 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 2018-19 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.

<b>FY 2018-19 - % of Contingency, Reserve for Future Expenditure and Unappropriated Ending Fund Balance of Total Budget - All Funds</b>					
Funds	Contingency	Reserve for Future Expenditures	Unappropriated Ending Fund Balance	Total Budget By Fund	% of Reserve for Total Budget By Fund
Block Grant	3,774	-	-	3,774	100.0%
Building Inspection	272,600	-	2,701,977	6,059,892	49.1%
Capital Building and Equipment	-	135,994	-	135,994	100.0%
Capital Improvement Projects	331,903	3,264,443	-	12,290,393	29.3%
Central Services	-	-	-	26,256,202	0.0%
Child Support	-	-	-	1,799,071	0.0%
Community Corrections	136,206	-	-	17,678,716	0.8%
Community Services Grants	-	-	-	266,083	0.0%
County Clerk Records	24,530	-	26,833	245,306	20.9%
County Fair	56,588	-	-	606,427	9.3%
County Schools	-	-	-	587,750	0.0%
Criminal Justice Assessment	10,000	-	630,474	1,494,847	42.8%
Debt Service	-	-	1,562,584	10,010,865	15.6%
District Attorney Grants	101,964	-	-	1,528,948	6.7%
Dog Control	-	-	25,000	1,565,922	1.6%
Enhanced Public Safety ESSD	166,432	-	453,750	1,664,315	37.3%
Environmental Services	3,188,439	-	9,558,497	37,890,465	33.6%
Facility Renovation	127,847	-	-	16,558,995	0.8%
Fleet Management	161,556	-	1,876,176	3,777,879	53.9%
General Fund	1,313,770	-	5,262,589	101,783,890	6.5%
Health and Human Services	4,592,952	-	5,971,731	75,945,396	13.9%
Inmate Welfare	50,189	-	226,839	501,887	55.2%
Juvenile Grants	347,637	-	513,436	3,494,938	24.6%
Land Use Planning	-	-	-	1,094,488	0.0%
Law Library	28,074	-	703,014	1,013,497	72.1%
Lottery and Economic Development	438,593	-	405,536	4,389,531	19.2%
Non-Departmental Grants	82,000	-	384,148	925,052	50.4%
Parks	65,000	-	242,185	1,024,815	30.0%
Public Works	3,679,375	-	15,787,077	60,355,707	32.3%
Rainy Day	-	2,274,914	-	2,274,914	100.0%
Self-Insurance	4,180,573	-	7,121,752	40,086,300	28.2%
Sheriff Grants	411,352	-	84,095	4,114,621	12.0%
Stormwater Management	106,500	-	797,772	2,060,279	43.9%
Surveyor	50,800	-	2,247,243	2,841,274	80.9%
Tax Title Land Sales	30,000	-	96,353	456,800	27.7%
Traffic Safety Team	24,553	-	-	2,639,431	0.9%
<b>Total</b>	<b>\$19,983,207</b>	<b>\$ 5,675,351</b>	<b>\$ 56,679,061</b>	<b>\$ 445,424,664</b>	<b>18.5%</b>

MARION COUNTY FY 2018-19 BUDGET  
APPENDIX J  
CHANGES IN ENDING FUND BALANCE

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**CHANGES IN ENDING FUND BALANCE BY FUND**

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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 2018-19 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 2018-19 BUDGET  
APPENDIX J  
CHANGES IN ENDING FUND BALANCE

<b>Summary of Budgeted Changes In Fund Balance by Fund FY 2018-19</b>						
Fund Name	Beginning Fund Balance	Revenues	Expenditures	Ending Fund Balance	Change From Prior Year	% Change
<b>Departmental</b>						
General Fund	14,246,550	87,537,340	96,521,301	5,262,589	(8,983,961)	-63.1%
Building Inspection	2,989,892	3,070,000	3,357,915	2,701,977	(287,915)	-9.6%
Central Services	-	26,256,202	26,256,202	-	-	0.0%
Child Support	-	1,799,071	1,799,071	-	-	0.0%
Community Corrections	1,010,923	16,667,793	17,678,716	-	(1,010,923)	-100.0%
Community Services Grants	83,183	182,900	266,083	-	(83,183)	-100.0%
County Clerk Records	94,541	150,765	218,473	26,833	(67,708)	-71.6%
County Fair	163,081	443,346	606,427	-	(163,081)	-100.0%
District Attorney Grants	253,936	1,275,012	1,528,948	-	(253,936)	-100.0%
Dog Control	23,900	1,542,022	1,540,922	25,000	1,100	4.6%
Enhanced Public Safety ESSD	-	1,664,315	1,210,565	453,750	453,750	0.0%
Environmental Services	11,933,701	25,956,764	28,331,968	9,558,497	(2,375,204)	-19.9%
Fleet Management	1,622,241	2,155,638	1,901,703	1,876,176	253,935	15.7%
Health and Human Services	21,707,867	54,237,529	69,973,665	5,971,731	(15,736,136)	-72.5%
Inmate Welfare	341,803	160,084	275,048	226,839	(114,964)	-33.6%
Juvenile Grants	869,302	2,625,636	2,981,502	513,436	(355,866)	-40.9%
Land Use Planning	-	1,094,488	1,094,488	-	-	0.0%
Law Library	705,022	308,475	310,483	703,014	(2,008)	-0.3%
Lottery and Economic Development	2,442,384	1,947,147	3,983,995	405,536	(2,036,848)	-83.4%
Parks	427,748	597,067	782,630	242,185	(185,563)	-43.4%
Public Works	24,443,600	35,912,107	44,568,630	15,787,077	(8,656,523)	-35.4%
Sheriff Grants	698,628	3,415,993	4,030,526	84,095	(614,533)	-88.0%
Stormwater Management	948,697	1,111,582	1,262,507	797,772	(150,925)	-15.9%
Surveyor	2,139,315	701,959	594,031	2,247,243	107,928	5.0%
Traffic Safety Team	718,661	1,920,770	2,639,431	-	(718,661)	-100.0%
<b>Total Departmental</b>	<b>87,864,975</b>	<b>272,734,005</b>	<b>313,715,230</b>	<b>46,883,750</b>	<b>(40,981,225)</b>	<b>-46.6%</b>
<b>Non-Departmental</b>						
Block Grant	3,718	56	3,774	-	(3,718)	-100.0%
County Schools	-	587,750	587,750	-	-	0.0%
Criminal Justice Assessment	791,078	703,769	864,373	630,474	(160,604)	-20.3%
Debt Service	785,316	9,225,549	8,448,281	1,562,584	777,268	99.0%
Non Departmental Grants	548,708	376,344	540,904	384,148	(164,560)	-30.0%
Rainy Day	2,257,514	17,400	2,274,914	-	(2,257,514)	-100.0%
Self Insurance	11,189,525	28,896,775	32,964,548	7,121,752	(4,067,773)	-36.4%
Tax Title Land Sales	204,000	252,800	360,447	96,353	(107,647)	-52.8%
<b>Total Non-Departmental</b>	<b>15,779,859</b>	<b>40,060,443</b>	<b>46,044,991</b>	<b>9,795,311</b>	<b>(5,984,548)</b>	<b>-37.9%</b>
<b>Capital</b>						
Capital Building and Equipment	134,316	1,678	135,994	-	(134,316)	-100.0%
Capital Improvement Projects	4,749,113	7,541,280	12,290,393	-	(4,749,113)	-100.0%
Facility Renovation	15,455,286	1,103,709	16,558,995	-	(15,455,286)	-100.0%
<b>Total Capital</b>	<b>20,338,715</b>	<b>8,646,667</b>	<b>28,985,382</b>	<b>-</b>	<b>(20,338,715)</b>	<b>-100.0%</b>
<b>Total Budget</b>	<b>123,983,549</b>	<b>321,441,115</b>	<b>388,745,603</b>	<b>56,679,061</b>	<b>(67,304,488)</b>	<b>-54.3%</b>

MARION COUNTY FY 2018-19 BUDGET  
APPENDIX K  
FULL TIME EQUIVALENT POSITIONS (FTE) BY DEPARTMENT

**Marion County Budget FY 2018-19  
FULL TIME EQUIVALENT POSITIONS (FTE) BY DEPARTMENT**

	FY 15-16	FY 16-17	FY 17-18*	FY 17-18 Adjusted**	FY 18-19 Proposed	1 Year Change
Assessor's Office	51.00	51.00	51.00	51.00	51.00	0.00
Board of Commissioners' Office	14.00	15.00	15.00	15.00	15.00	0.00
Business Services Department	61.00	62.00	63.00	63.00	65.00	2.00
Clerk's Office	13.50	13.50	14.50	14.50	14.50	0.00
Community Services	18.60	21.35	21.65	21.65	21.65	0.00
District Attorney's Office	84.53	89.53	91.03	91.03	91.03	0.00
Finance Department	20.00	18.80	20.00	19.60	20.60	1.00
Health and Human Services Department	415.52	435.95	450.92	453.38	455.38	2.00
Information Technology Dept	57.00	57.00	60.00	60.00	61.00	1.00
Justice Court	8.00	8.00	8.00	8.00	8.00	0.00
Juvenile Department	103.68	105.10	107.60	107.21	107.21	0.00
Legal Department	10.80	10.40	11.80	11.80	11.80	0.00
Public Works Department	202.40	202.00	207.00	214.00	223.00	9.00
Sheriff's Office	349.50	350.50	349.50	349.50	362.50	13.00
Treasurer's Office	3.00	2.50	2.50	2.50	2.50	0.00
<b>Total</b>	<b>1412.53</b>	<b>1442.63</b>	<b>1473.50</b>	<b>1482.17</b>	<b>1510.17</b>	<b>28.00</b>

\* Includes FTE changes through the 2nd supplemental budget.

\*\* FTE change not reflected due to timing differences. See Department Narratives for explanations.

MARION COUNTY FY 2018-19 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

	Fund#	FY 15-16	FY 16-17	FY 17-18*	FY 17-18 Adjusted**	FY 18-19 Proposed	1 Year Change
<b>Total All Funds</b>		<b>1412.53</b>	<b>1442.63</b>	<b>1473.50</b>	<b>1482.17</b>	<b>1510.17</b>	<b>28.00</b>
General Fund	100	456.79	460.37	465.98	465.98	479.81	13.83
Other Funds		955.74	982.26	1007.52	1016.19	1030.36	14.17
<b>Central Services</b>							
Board of Commissioners	580	14.00	15.00	15.00	15.00	15.00	0.00
Business Services	580	61.00	62.00	63.00	63.00	65.00	2.00
Finance	580	20.00	18.80	20.00	19.60	20.60	1.00
Information Technology	580	57.00	57.00	60.00	60.00	61.00	1.00
Legal	580	9.00	9.00	10.00	10.00	10.00	0.00
<b>County Clerk</b>							
County Clerk Records	120	1.00	1.00	1.00	1.00	1.00	0.00
<b>Community Services</b>							
Community Services Grants	160	0.50	0.50	0.00	0.00	0.00	0.00
Dog Control	230	11.80	11.80	12.00	12.00	12.00	0.00
County Fair	270	0.51	0.51	0.00	0.00	0.00	0.00
Lottery and Economic Develop.	165	1.00	3.00	3.00	3.00	3.00	0.00
<b>District Attorney</b>							
DA Child Support Enforcement	220	13.20	13.20	13.20	13.20	13.20	0.00
DA Grants	300	7.99	11.58	11.49	11.49	11.49	0.00
<b>Health and Human Services</b>							
Health and Human Services	190	415.52	435.95	450.92	453.38	455.38	2.00
<b>Juvenile</b>							
Juvenile Grants	125	28.90	29.40	31.90	31.51	19.68	-11.83
<b>Legal Counsel</b>							
Law Library	260	1.80	1.40	1.80	1.80	1.80	0.00
<b>Public Works</b>							
Public Works	130	139.98	142.78	141.38	141.99	149.99	8.00
Land Use Planning	305	6.97	6.97	6.97	6.39	6.39	0.00
Parks	310	1.00	1.00	1.00	1.06	2.06	1.00
Surveyor	320	4.06	4.06	4.06	4.07	4.07	0.00
Building Inspection	330	20.49	20.49	22.49	22.87	22.87	0.00
Environmental Services	510	28.65	25.45	25.35	31.03	31.03	0.00
Stormwater Management	515	1.25	1.25	5.75	6.59	6.59	0.00
<b>Sheriff</b>							
Community Corrections	180	82.17	82.17	78.11	78.11	78.11	0.00
Sheriff's Grants	250	16.70	16.70	17.85	17.10	18.10	1.00
Traffic Safety Team	255	10.25	10.25	10.25	11.00	11.00	0.00
Inmate Welfare	290	1.00	1.00	1.00	1.00	1.00	0.00
Enhanced Public Safety ESSD	245	0.00	0.00	0.00	0.00	10.00	10.00

General Fund 100 breakdown:	FY 15-16	FY 16-17	FY 17-18	FY 17-18**	FY 18-19	1 Year Change
Assessor's Office	51.00	51.00	51.00	51.00	51.00	0.00
Clerk's Office	12.50	12.50	13.50	13.50	13.50	0.00
Community Services Department	4.79	5.54	6.65	6.65	6.65	0.00
District Attorney's Office	63.34	64.75	66.34	66.34	66.34	0.00
Justice Court	8.00	8.00	8.00	8.00	8.00	0.00
Juvenile Department	74.78	75.70	75.70	75.70	87.53	11.83
Sheriff's Office	239.38	240.38	242.29	242.29	244.29	2.00
Treasurer's Office	3.00	2.50	2.50	2.50	2.50	0.00
<b>Total</b>	<b>456.79</b>	<b>460.37</b>	<b>465.98</b>	<b>465.98</b>	<b>479.81</b>	<b>13.83</b>

\* Includes FTE changes through the 2nd supplemental budget.

\*\* FTE change not reflected due to timing differences. See Department Narratives for explanations.

### FY 2018-19 Decision Packages - Departments Requests

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
<b>CENTRAL SERVICES FUND REQUESTS</b>												
<b>Business Services Department</b>												
BS-1	ALICE and Everbridge Subscriptions	Risk Management	580	1	0.00	18,200	-	18,200	0.00	-	-	18,200
BS-2	Building Maintenance Specialist	Facilities Management	580	1	1.00	70,316	-	70,316	1.00	-	70,316	-
BS-3	Custodial Worker 1	Facilities Management	580	1	1.00	49,400	-	49,400	1.00	-	49,400	-
BS-4	Grounds Maintenance - Garten Contract	Facilities Management	580	1	0.00	50,000	-	50,000	0.00	-	-	50,000
BS-5	LinkedIn	Human Resources	580	0	0.00	20,500	-	20,500	0.00	-	-	20,500
<b>Business Services Dept Total</b>					<b>2.00</b>	<b>\$ 208,416</b>	<b>\$ -</b>	<b>\$ 208,416</b>	<b>2.00</b>	<b>\$ -</b>	<b>\$ 119,716</b>	<b>\$ 88,700</b>
<b>Finance Department</b>												
FI-1	Payroll Specialist - Staff Addition	Central Finance	580	1	1.00	39,085	-	39,085	1.00	-	39,085	-
<b>Finance Dept Total</b>					<b>1.00</b>	<b>\$ 39,085</b>	<b>\$ -</b>	<b>\$ 39,085</b>	<b>1.00</b>		<b>\$ 39,085</b>	<b>\$ -</b>
<b>Information Technology Department</b>												
IT-1	FY 18-19 Annual Software & Hardware Maintenance Increase	Technology Solutions	580	1	0.00	18,634	-	18,634	0.00	-	18,634	-
IT-2	FY 18-19 Enterprise New Software Maintenance & Subscriptions	Technology Solutions	580	1	0.00	39,507	-	39,507	0.00	-	39,507	-
IT-3	IT System Architect	IT Operations	580	2	1.00	154,492	-	154,492	1.00	-	154,492	-
IT-4	FY 18-19 County Security Surveillance Video Lifecycle Equipment Replacement	IT Operations	580	5	0.00	85,865	-	85,865	0.00	-	85,865	-
IT-5	FY 18-19 County Security Surveillance Video Support Services	IT Operations	580	5	0.00	68,000	-	68,000	0.00	-	68,000	-
IT-6	FY 18-19 Microsoft Enterprise Software Assurance	IT Operations	580	6	0.00	106,245	-	106,245	0.00	-	106,245	-
IT-7	FY 18-19 Upgrade Development Tool and Repository	IT Operations	580	0	0.00	8,685	8,685	-	0.00	8,685	-	-
IT-8	FY 18-19 IT - Replace Loaner Laptop Stock	IT Operations	580	0	0.00	11,870	11,870	-	0.00	11,870	-	-
IT-9	FY 18-19 Microsoft Windows 10 Migration	IT Operations	580	0	0.00	155,198	155,198	-	0.00	155,198	-	-
IT-10	FY 18-19 CIP Related Training	IT Operations	580	0	0.00	48,500	48,500	-	0.00	48,500	-	-
<b>IT Dept Total</b>					<b>1.00</b>	<b>\$ 696,996</b>	<b>\$ 224,253</b>	<b>\$ 472,743</b>	<b>1.00</b>	<b>\$ 224,253</b>	<b>\$ 472,743</b>	<b>\$ -</b>
<b>Central Services Total</b>					<b>4.00</b>	<b>\$ 944,497</b>	<b>\$ 224,253</b>	<b>\$ 720,244</b>	<b>4.00</b>	<b>\$ 224,253</b>	<b>\$ 631,544</b>	<b>\$ 88,700</b>
<b>GENERAL FUND &amp; OTHER REQUESTS</b>												
<b>Clerk's Office</b>												
CL-1	M&S Increase in Meals and Lodging	Elections	100	0	0.00	2,400	2,400	-	0.00	-	-	2,400
CL-2	M&S Increase in Computer Software Maintenance	Elections	100	1	0.00	30,500	30,500	-	0.00	-	-	30,500
<b>Clerk's Office Total</b>					<b>0.00</b>	<b>\$ 32,900</b>	<b>\$ 32,900</b>	<b>\$ -</b>	<b>0.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 32,900</b>
<b>Community Services</b>												
CS-1	Water/Sewer Utilities	Dog Shelter	230	1	0.00	14,872	14,872	-	0.00	14,872	-	-
CS-2	Training for Dog Shelter Staff	Dog Shelter	230	2	0.00	2,000	2,000	-	0.00	2,000	-	-
CS-3	Dog Shelter Supplies	Dog Shelter	230	1	0.00	8,000	8,000	-	0.00	8,000	-	-
CS-4	Work Crew at Dog Shelter	Dog Shelter	230	1	0.00	9,000	9,000	-	0.00	9,000	-	-
CS-5	Training for CS Admin Staff	CS Admin	100	3	0.00	4,200	4,200	-	0.00	-	-	4,200
CS-6	Temp Staffing for CS Admin	CS Admin	100	1	0.00	2,000	2,000	-	0.00	-	-	2,000
CS-7	Fairground Paving for Rent Trade	County Fair	270	0	0.00	60,000	60,000	-	0.00	60,000	-	-
<b>Community Service Total</b>					<b>0.00</b>	<b>\$ 100,072</b>	<b>\$ 100,072</b>	<b>\$ -</b>	<b>0.00</b>	<b>\$ 93,872</b>	<b>\$ -</b>	<b>\$ 6,200</b>

### FY 2018-19 Decision Packages - Departments Requests

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	
<b>Health and Human Services</b>													
HHS-1	LEAD Project	Addiction Treatment Services	190	1	2.00	85,120	64,908	20,212	2.00	64,908	20,212	-	
HHS-2	J-Wrap Expansion	Intensive Services and Supports	190	2	1.00	85,047	85,047	-	0.00	-	-	85,047	
HHS-3	Housing Services and Supports	Residential and Support Services	190	3	1.00	104,471	104,471	-	0.00	-	-	104,471	
HHS-4	Public Health Emergency Preparedness	Emergency Preparedness	190	4	1.00	82,896	82,896	-	0.00	-	-	82,896	
<b>Health and Human Services Total</b>						<b>5.00</b>	<b>\$ 357,534</b>	<b>\$ 337,322</b>	<b>\$ 20,212</b>	<b>2.00</b>	<b>\$ 64,908</b>	<b>\$ 20,212</b>	<b>\$ 272,414</b>
<b>Juvenile Department</b>													
JV-1	Cell Phones	Juvenile Case Management	100	1	0.00	11,859	11,859	-	0.00	11,859	-	-	
JV-2	Medical Oversight	JU Administration	100	2	0.00	32,000	32,000	-	0.00	32,000	-	-	
JV-3	Bullet Proof Vests for Probation Officers	Juvenile Case Management	100	3	0.00	3,800	3,800	-	0.00	3,800	-	-	
JV-4	Vehicle Mid-Sized	Juvenile Counseling	125	6	0.00	19,243	-	19,243	0.00	-	19,243	-	
<b>Juvenile Dept Total</b>						<b>0.00</b>	<b>\$ 66,902</b>	<b>\$ 47,659</b>	<b>\$ 19,243</b>	<b>0.00</b>	<b>\$ 47,659</b>	<b>\$ 19,243</b>	<b>\$ -</b>
<b>Public Works Department</b>													
PW-1	Communications - House Mt Tower Improvements	Communications	130	0	0.00	79,106	79,106	-	0.00	79,106	-	-	
PW-2	Parks - New Position - Medium Equipment Operator	County Parks	310	1	1.00	55,316	55,316	-	1.00	55,316	-	-	
PW-3	Parks - New Signs	County Parks	310	1	0.00	5,000	5,000	-	0.00	5,000	-	-	
PW-4	Parks - Scotts Mills Picnic Shelter	County Parks	310	0	0.00	84,997	84,997	-	0.00	84,997	-	-	
PW-5	Roads - New Position - Eight Road Operations	Roads and Bridges Oper.	130	1	8.00	579,419	-	579,419	8.00	-	579,419	-	
<b>Public Works Dept Total</b>						<b>9.00</b>	<b>\$ 803,838</b>	<b>\$ 224,419</b>	<b>\$ 579,419</b>	<b>9.00</b>	<b>\$ 224,419</b>	<b>\$ 579,419</b>	<b>\$ -</b>
<b>Sheriff's Office</b>													
SO-1	SO Communication Services	SO-Operations Support	100	1	0.00	60,815	60,815	-	0.00	60,815	-	-	
SO-2	SO Food Services Increases	Jail Operations	100	2	0.00	58,285	58,285	-	0.00	58,285	-	-	
SO-3	SO - Pre-Trial Services	Jail Operations	100	3	2.00	139,716	139,716	-	2.00	139,716	-	-	
SO-4	SO - Title III Forest Patrol	Patrol	250	4	1.00	94,316	-	94,316	1.00	-	94,316	-	
SO-5	SO - Transitional Housing	Parole & Probation	180	5	0.00	280,545	280,545	-	0.00	280,545	-	-	
SO-6	SO - Public Safety - ESSD	Enhanced Public Safety ESSD	245	6	10.00	1,664,315	-	1,664,315	10.00	-	1,664,315	-	
<b>Sheriff's Office Total</b>						<b>13.00</b>	<b>\$ 2,297,992</b>	<b>\$ 539,361</b>	<b>\$ 1,758,631</b>	<b>13.00</b>	<b>\$ 539,361</b>	<b>\$ 1,758,631</b>	<b>\$ -</b>
<b>Justice Court</b>													
JC-1	Justice Court Security	Justice Court	100	1	0.00	9,770	9,770	-	0.00	9,770	-	-	
<b>Justice Court Total</b>						<b>0.00</b>	<b>\$ 9,770</b>	<b>\$ 9,770</b>	<b>\$ -</b>	<b>0.00</b>	<b>\$ 9,770</b>	<b>\$ -</b>	<b>\$ -</b>
<b>General &amp; Other Fund Total</b>						<b>27.00</b>	<b>\$ 3,669,008</b>	<b>\$ 1,291,503</b>	<b>\$ 2,377,505</b>	<b>24.00</b>	<b>\$ 979,989</b>	<b>\$ 2,377,505</b>	<b>\$ 311,514</b>
<b>Grand Total - Central Services, General and Other Funds</b>						<b>31.00</b>	<b>\$ 4,613,505</b>	<b>\$ 1,515,756</b>	<b>\$ 3,097,749</b>	<b>28.00</b>	<b>\$ 1,204,242</b>	<b>\$ 3,009,049</b>	<b>\$ 400,214</b>

#### Decision Package Summary

		Total	GF Only	OF Only
Decision Package Requests:	45	\$4,613,505	\$1,515,756	\$3,097,749
FTE Requests	31			
Decision Packages Approved	35	\$4,213,291	\$1,204,242	\$3,009,049
FTE Approved:	28			
Decision Packages Denied	10	\$400,214	\$311,514	\$88,700
FTE Denied:	3			

# Marion County - Decision Packages

FY 2018-19 - Departmental Requested Stage

<b>Title:</b> Building Maintenance Specialist	<b>Fund:</b> Central Services (580)	<b>Priority:</b> 1
<b>Department:</b> Business Services	<b>Program:</b> Facilities Management	<b>FTE:</b> 1.00

	FY 18-19 Budget
<b>RESOURCES</b>	
Admin Cost Recovery	70,316
<b>TOTAL RESOURCES</b>	<b>70,316</b>
<b>REQUIREMENTS</b>	
Personnel Services	
Salaries and Wages	31,565
Fringe Benefits	23,751
Total Personnel Services	55,316
Materials and Services	
Repairs and Maintenance	15,000
Total Materials and Services	15,000
<b>TOTAL REQUIREMENTS</b>	<b>70,316</b>

<b>Title:</b> Building Maintenance Specialist		
<b>Department:</b> Business Services	<b>Type:</b> New Activity	<b>Priority:</b> 1

**Resources - How will the decision package be funded? Will the funding continue in the future? If not, what other funding source is planned?**

Funding will require supplementing the 580-11-00-112-1104 budget through allocations. This funding is a requirement going forward into the future.

**Requirements - Describe and justify the necessary requirements (personnel services, materials & services, capital acquisition, etc.). Will personnel positions be added? If so, are the positions regular or temporary?**

1 additional FTE to cover the increased square footage related to the new Public Safety Building (PSB) as well as, needed increase in maintenance supplies and equipment (filters, belts, hoses, etc...). The position would also help as needed (float) within other Jail campus facilities.

This position will also be cross trained to learn the jail electronic locking systems as we anticipate the retirement of one of our highly qualified electricians.

**Necessity - Why is this decision package necessary and who will benefit from this decision package?**

Without this position we will not be able to keep up with our Preventive Maintenance Program and stay current with the life cycle of the new facility. We do not have capacity in our current workforce to take on this additional workload.

**Other - Identify any other factors or information that the Budget Committee should consider.**

As stewards of Marion County facilities we want to keep our new facilities in tip top shape and stay current with all preventive and predictive maintenance. Additionally, until the demolition of the current Parole and Probation facility that to will need to be maintained until demolition is complete.

# Marion County - Decision Packages

FY 2018-19 - Departmental Requested Stage

<b>Title:</b> Custodial Worker 1	<b>Fund:</b> Central Services (580)	<b>Priority:</b> 1
<b>Department:</b> Business Services	<b>Program:</b> Facilities Management	<b>FTE:</b> 1.00

	FY 18-19 Budget
<b>RESOURCES</b>	
Admin Cost Recovery	49,400
<b>TOTAL RESOURCES</b>	<b>49,400</b>
<b>REQUIREMENTS</b>	
Personnel Services	
Salaries and Wages	22,669
Fringe Benefits	20,731
Total Personnel Services	43,400
Materials and Services	
Supplies	6,000
Total Materials and Services	6,000
<b>TOTAL REQUIREMENTS</b>	<b>49,400</b>

<b>Title:</b> Custodial Worker 1	<b>Type:</b> New Activity	<b>Priority:</b> 1
<b>Department:</b> Business Services		

**Resources - How will the decision package be funded? Will the funding continue in the future? If not, what other funding source is planned?**

Funding will require supplementing the 580-11-00-112-1104 budget through allocations. This funding is a requirement going forward into the future.

**Requirements - Describe and justify the necessary requirements (personnel services, materials & services, capital acquisition, etc.). Will personnel positions be added? If so, are the positions regular or temporary?**

1 additional FTE is required to cover the increased square footage related to the new Public Safety Building (PSB) as well as needed increase in janitorial supplies and equipment (vacuum, cart, paper supplies, etc.). They would also help as needed (float) with additional locations (new Silverton Rd campus, etc.).

**Necessity - Why is this decision package necessary and who will benefit from this decision package?**

The opening of the new Sheriff's Public Safety Building with the addition of 20,000 square feet will necessitate this additional FTE and their employment will provide clean and safe facilities for use by clients and staff of the combined CDO and Parole and Probation divisions.

**Other - Identify any other factors or information that the Budget Committee should consider.**

Until demolished, the old Parole and Probation building (10,000 sq ft) will continue to need maintaining.

# Marion County - Decision Packages

FY 2018-19 - Departmental Requested Stage

<b>Title:</b> Payroll Staff Addition	<b>Fund:</b> Central Services (580)	<b>Priority:</b> 1
<b>Department:</b> Finance	<b>Program:</b> Central Finance	<b>FTE:</b> 1.00

	FY 18-19 Budget
<b>RESOURCES</b>	
Admin Cost Recovery	39,085
<b>TOTAL RESOURCES</b>	<b>39,085</b>
<b>REQUIREMENTS</b>	
Personnel Services	
Salaries and Wages	23,307
Fringe Benefits	15,778
Total Personnel Services	39,085
<b>TOTAL REQUIREMENTS</b>	<b>39,085</b>

<b>Title:</b> Payroll Staff Addition		
<b>Department:</b> Finance	<b>Type:</b> Enhancement - Existing Activity	<b>Priority:</b> 1

**Resources - How will the decision package be funded? Will the funding continue in the future? If not, what other funding source is planned?**

Administrative Charges

**Requirements - Describe and justify the necessary requirements (personnel services, materials & services, capital acquisition, etc.). Will personnel positions be added? If so, are the positions regular or temporary?**

Request 1 FTE increase in Payroll Specialist position

**Necessity - Why is this decision package necessary and who will benefit from this decision package?**

Payroll staff currently are limited in ability to take vacation during payroll weeks. If someone does take time off it places the other two staff in a stressful situation to complete the necessary work for produce bi-weekly payroll. This is complicated if an individual calls in sick at the same time. In addition, in the next fiscal year period, payroll report conversion will impact workload along with an upgrade to the Oracle system in 2019.



# Marion County - Decision Packages

FY 2018-19 - Departmental Requested Stage

<b>Title:</b> FY18-19 - Annual Software & Hardware Maintenance Increase	<b>Fund:</b> Central Services (580)	<b>Priority:</b> 1
<b>Department:</b> Information Technology	<b>Program:</b> Technology Solutions	<b>FTE:</b> 0.00

	FY 18-19 Budget
<b>RESOURCES</b>	
Admin Cost Recovery	18,634
<b>TOTAL RESOURCES</b>	<b>18,634</b>
<b>REQUIREMENTS</b>	
Materials and Services	
Materials	5,681
Contracted Services	3,040
Repairs and Maintenance	9,913
Total Materials and Services	18,634
<b>TOTAL REQUIREMENTS</b>	<b>18,634</b>

<b>Title:</b> FY18-19 - Annual Software & Hardware Maintenance Increase		
<b>Department:</b> Information Technology	<b>Type:</b> Enhancement - Existing Activity	<b>Priority:</b> 1

**Resources - How will the decision package be funded? Will the funding continue in the future? If not, what other funding source is planned?**

Central Service fund - IT allocation in support of Health, Public Works, Sheriff's Office and IT Operations annual Software / Hardware Maintenance and Subscription Renewal increases.

Request IT Allocation funding to support associated Materials and Service cost related to existing software and hardware maintenance renewal increases. Funding will be needed this year and all future years to pay vendor support contracts.

**Requirements - Describe and justify the necessary requirements (personnel services, materials & services, capital acquisition, etc.). Will personnel positions be added? If so, are the positions regular or temporary?**

Existing software and hardware maintenance renewals experience incremental Year over Year (YoY) price increases unless specified under multi-year agreements. Generally the County plans for an annual increase of 3% based on experience, and this request is actuals-to-date forecast of a 2% increase. Two primary factors are contributing to higher than normal price increases in key areas: 1) consolidations in the IT industry; 2) increase department use of mobile computing systems.

**Necessity - Why is this decision package necessary and who will benefit from this decision package?**

This decision package is driven by Budget-to-Actual increases for FY17-18 Software maintenance renewal charges: 1) Application Support (1415) 13% YoY increase; 2) Facilities (Data Center) 12% YoY increase; 3) Service Desk (1417) 2.2% YoY increase; 4) Health (1433) 53% YoY increase; 5) Public Works (1437) 1.1% YoY increase; 6) Sheriff's Office (1438) 41% YoY increase, and Hardware maintenance renewal charges for: PC/Laptop & UPS Lifecycle Replacement (1420) 4.5% YoY increase.

**Other - Identify any other factors or information that the Budget Committee should consider.**

The decision package supports both Central Services IT Operations, as well as the larger departments ? Health, Public Works and Sheriff's Office. If left un-funded software updates and support would be discontinued on key business systems.

1) IT Operations holds known significant security risks related to currently unsupported systems, and underfunding of annual maintenance would further exacerbate the situation. 2) Though the IT department has achieved over \$81,000 in renewal cost avoidance by reducing the number of unused software licenses, increased demand to the number of existing software license pools continues to rise.

# Marion County - Decision Packages

FY 2018-19 - Departmental Requested Stage

<b>Title:</b> FY18-19 - Newly Purchased Enterprise Software/Hardware - Maintenance & Subscriptions	<b>Fund:</b> Central Services (580)	<b>Priority:</b> 2
<b>Department:</b> Information Technology	<b>Program:</b> Technology Solutions	<b>FTE:</b> 0.00

	FY 18-19 Budget
<b>RESOURCES</b>	
Admin Cost Recovery	39,507
<b>TOTAL RESOURCES</b>	<b>39,507</b>
<b>REQUIREMENTS</b>	
Materials and Services	
Contracted Services	6,170
Repairs and Maintenance	33,337
Total Materials and Services	39,507
<b>TOTAL REQUIREMENTS</b>	<b>39,507</b>

<b>Title:</b> FY18-19 - Newly Purchased Enterprise Software/Hardware - Maintenance & Subscriptions		
<b>Department:</b> Information Technology	<b>Type:</b> New Activity	<b>Priority:</b> 2

**Resources - How will the decision package be funded? Will the funding continue in the future? If not, what other funding source is planned?**

Central Service fund - IT allocation in support of Finance, Treasury and Business Services Operations Enterprise Applications.  
Request FY18-19 IT Allocation funding to support associated Materials and Service cost related to new software maintenance and subscriptions services. Funding will be needed this year and all future years to pay vendor support contracts.

**Requirements - Describe and justify the necessary requirements (personnel services, materials & services, capital acquisition, etc.). Will personnel positions be added? If so, are the positions regular or temporary?**

Enterprise software maintenance and subscription services are driven by a collection of new or revised software systems including: FIMS Oracle Payroll license; Treasury Point of Sale (Teller) software maintenance; Web portal ADA compliance software subscription (SiteImprove); Facilities project management costing software subscription (Bluebeam); Facilities drafting subscription (AutoCAD)

**Necessity - Why is this decision package necessary and who will benefit from this decision package?**

1) An outside audit of the County Oracle eBusiness Suite platform determined an over-deployment condition resulting in the purchase of additional licenses authorized through a CIP, and requires associated annual licensing renewal funding to meet contractual obligations, 2) Recent deployment of a new Treasury Point of Sale system was authorized through a CIP, and requires associated annual licensing renewal funding to keep the system current. 3) County Websites need to meet the revised Americans with Disabilities Act (ADA Section 508, WCAG 2.0 AA) Accessibility compliance standards, and the subscription service assists in meeting the requirements, 4) Facilities utilizes tools to document and manage work through the use of subscriptions services ? specifically project cost management and computer assisted drawings.

**Other - Identify any other factors or information that the Budget Committee should consider.**

1) Cost avoidances associated with penalties for over-deployment of the Oracle eBusiness Suite, 2) Potential lost revenues related to the Point of Sale software being out of maintenance, 3) Compliance deadline of January 18, 2018 to meet revised standard with the potential civil litigation by citizens with disabilities for non-conformance.

# Marion County - Decision Packages

FY 2018-19 - Departmental Requested Stage

<b>Title:</b> FY18-19 - IT System Architect	<b>Fund:</b> Central Services (580)	<b>Priority:</b> 3
<b>Department:</b> Information Technology	<b>Program:</b> IT Operations	<b>FTE:</b> 1.00

	FY 18-19 Budget
<b>RESOURCES</b>	
Admin Cost Recovery	154,492
<b>TOTAL RESOURCES</b>	<b>154,492</b>
<b>REQUIREMENTS</b>	
Personnel Services	
Salaries and Wages	102,393
Fringe Benefits	52,099
Total Personnel Services	154,492
<b>TOTAL REQUIREMENTS</b>	<b>154,492</b>

<b>Title:</b> FY18-19 - IT System Architect		
<b>Department:</b> Information Technology	<b>Type:</b> New Activity	<b>Priority:</b> 3

**Resources - How will the decision package be funded? Will the funding continue in the future? If not, what other funding source is planned?**

Funding source for this request is through Administrative Cost Recovery for one new permanent staff position.

**Requirements - Describe and justify the necessary requirements (personnel services, materials & services, capital acquisition, etc.). Will personnel positions be added? If so, are the positions regular or temporary?**

Additional FTE to provide IT System Architectural services. The position works with business stakeholders and subject matter experts to build a holistic view of County IT system strategy, workflow processes, data architecture and optimization of technical assets. The architect will use a broad set of technical domain knowledge to ensure that the business and IT are in alignment.

**Necessity - Why is this decision package necessary and who will benefit from this decision package?**

County systems have grown organically and as point design solutions that have led to an excessively large number of disparate and out dated systems. The resources required for continuous maintenance and support of existing systems greatly exceeds the current staff capacity, and having a strategic technical plan for consolidating and simplifying the County's application portfolio requires a dedicated resource.

**Other - Identify any other factors or information that the Budget Committee should consider.**

The County is assessing increased investments in technology to replacement obsolete system for departments, as well as overhauling system networks, computing systems and security controls. Existing staff is dedicated to keeping current systems operational leaving a void for researching and designing replacement systems.

# Marion County - Decision Packages

FY 2018-19 - Departmental Requested Stage

<b>Title:</b> FY18-19 - County Security Surveillance Video - Lifecycle Equipment Replacement Program	<b>Fund:</b> Central Services (580)	<b>Priority:</b> 5
<b>Department:</b> Information Technology	<b>Program:</b> IT Operations	<b>FTE:</b> 0.00

	FY 18-19 Budget
<b>RESOURCES</b>	
Admin Cost Recovery	85,865
<b>TOTAL RESOURCES</b>	<b>85,865</b>
<b>REQUIREMENTS</b>	
Materials and Services	
Materials	0
Communications	85,865
Total Materials and Services	85,865
<b>TOTAL REQUIREMENTS</b>	<b>85,865</b>

<b>Title:</b> FY18-19 - County Security Surveillance Video - Lifecycle Equipment Replacement Program		
<b>Department:</b> Information Technology	<b>Type:</b> New Activity	<b>Priority:</b> 5

**Resources - How will the decision package be funded? Will the funding continue in the future? If not, what other funding source is planned?**

Funding source for this request is through Administrative Cost Recovery allocations to support ongoing operations.

**Requirements - Describe and justify the necessary requirements (personnel services, materials & services, capital acquisition, etc.). Will personnel positions be added? If so, are the positions regular or temporary?**

The request provides funding for re-occurring video system end-of-life replacement for existing County security surveillance systems. Commercial equipment has a finite lifespan and current replacement is based on unplanned equipment failures, leaving a significant number of cameras in a non-functioning state. This Lifecycle replacement is based on updating ~8% of the equipment eacy year, based on a 12-year lifespan. The replacement schedule is two years longer than recommended by manufactures and is considered achievable.

**Necessity - Why is this decision package necessary and who will benefit from this decision package?**

County assets consist of over 850 video cameras, 45 monitors and 33 Digital Video Recorders used for security survalance. Roughly 50% of the equipment is past End-of-Life and is unsupported by the manufacture, and this request will enable regularly re-occurring replacement to ensure systems remain operational.

**Other - Identify any other factors or information that the Budget Committee should consider.**

The funding of this request would be similar to County Desktop/Laptop computer systems utilizing a cost allocation model assigning a ratio of equipment to departments based on their respective facilities.

# Marion County - Decision Packages

FY 2018-19 - Departmental Requested Stage

<b>Title:</b> FY18-19 - County Security Surveillance Video - Support Services	<b>Fund:</b> Central Services (580)	<b>Priority:</b> 4
<b>Department:</b> Information Technology	<b>Program:</b> IT Operations	<b>FTE:</b> 0.00

	FY 18-19 Budget
<b>RESOURCES</b>	
Admin Cost Recovery	68,000
<b>TOTAL RESOURCES</b>	<b>68,000</b>
<b>REQUIREMENTS</b>	
Materials and Services	
Contracted Services	68,000
Total Materials and Services	68,000
<b>TOTAL REQUIREMENTS</b>	<b>68,000</b>

<b>Title:</b> FY18-19 - County Security Surveillance Video - Support Services		
<b>Department:</b> Information Technology	<b>Type:</b> New Activity	<b>Priority:</b> 4

**Resources - How will the decision package be funded? Will the funding continue in the future? If not, what other funding source is planned?**

Funding source for this request is through Administrative Cost Recovery allocations to support ongoing operations.

**Requirements - Describe and justify the necessary requirements (personnel services, materials & services, capital acquisition, etc.). Will personnel positions be added? If so, are the positions regular or temporary?**

The request for using a commercial suppliers to provide 24X7 support of existing County video surveillance systems. The supplier would be accountable for repairs, replacement, or expand existing video surveillance systems that currently exist within Marion County campus facilities.

**Necessity - Why is this decision package necessary and who will benefit from this decision package?**

County assets consist of over 850 video cameras, 45 monitors and 33 Digital Video Recorders used for security surveillance. The asset base has organically grown beyond the point that existing IT personnel can ensure proper and consistent operations. There is a backlog of surveillance video equipment requests dating back to early 2017, and roughly 20% of the cameras are currently non-operational due to the inability to provide equipment service and maintenance.

**Other - Identify any other factors or information that the Budget Committee should consider.**

The funding of this request would be similar to County Desktop/Laptop computer systems utilizing a cost allocation model assigning a ratio of equipment to departments based on their respective facilities.

# Marion County - Decision Packages

FY 2018-19 - Departmental Requested Stage

<b>Title:</b> FY18-19 - Microsoft Enterprise Software Assurance	<b>Fund:</b> Central Services (580)	<b>Priority:</b> 6
<b>Department:</b> Information Technology	<b>Program:</b> IT Operations	<b>FTE:</b> 0.00

	FY 18-19 Budget
<b>RESOURCES</b>	
Admin Cost Recovery	106,245
<b>TOTAL RESOURCES</b>	<b>106,245</b>
<b>REQUIREMENTS</b>	
Materials and Services	
Repairs and Maintenance	106,245
Total Materials and Services	106,245
<b>TOTAL REQUIREMENTS</b>	<b>106,245</b>

<b>Title:</b> FY18-19 - Microsoft Enterprise Software Assurance		
<b>Department:</b> Information Technology	<b>Type:</b> New Activity	<b>Priority:</b> 6

**Resources - How will the decision package be funded? Will the funding continue in the future? If not, what other funding source is planned?**

Central Service fund - IT allocation in support of Finance, Treasury and Business Services Operations Enterprise Applications. Cost is reoccurring for County-wide computer operating systems vendor support.

**Requirements - Describe and justify the necessary requirements (personnel services, materials & services, capital acquisition, etc.). Will personnel positions be added? If so, are the positions regular or temporary?**

Procurement of Microsoft's Enterprise Software Assurance for the Windows operating system product, which provides access to Microsoft Technical Support and to their tool set used in managing the 2000+ fleet of computers the County owns. Assist with inventorying, securing, configuring and remote managing County computers, as well as ensuring software licensing compliance.

**Necessity - Why is this decision package necessary and who will benefit from this decision package?**

County Wide initiative to improve management of over 2,000 Windows Computers by ensuring a standard security harden operating system is present on all desktop, laptop and netbook computers; inventories the installed applications to ensure licenses are not over deployed; links employees by name to any given system to help with support; streamlines the software patching process; and enables staff to contact Microsoft Support for assistance with troubleshooting issues.

**Other - Identify any other factors or information that the Budget Committee should consider.**

Replaces the collection of disparte legacy tools in place today that are sub-optimal for managing Windows 10 systems, and is a necessary precursor future potential deployment of Microsoft Office 365 platform.

# Marion County - Decision Packages

FY 2018-19 - Departmental Requested Stage

<b>Title:</b> FY18-19 - Upgrade Development Tool and Repository - CIP -> DP	<b>Fund:</b> Central Services (580)	<b>Priority:</b> 0
<b>Department:</b> Information Technology	<b>Program:</b> Technology Solutions	<b>FTE:</b> 0.00

	FY 18-19 Budget
<b>RESOURCES</b>	
Admin Cost Recovery	0
General Fund Transfers	8,685
<b>TOTAL RESOURCES</b>	<b>8,685</b>
<b>REQUIREMENTS</b>	
Materials and Services	
Materials	6,885
Repairs and Maintenance	1,800
Total Materials and Services	8,685
<b>TOTAL REQUIREMENTS</b>	<b>8,685</b>

<b>Title:</b> FY18-19 - Upgrade Development Tool and Repository - CIP -> DP		
<b>Department:</b> Information Technology	<b>Type:</b> New Activity	<b>Priority:</b> 0

**Resources - How will the decision package be funded? Will the funding continue in the future? If not, what other funding source is planned?**

Funding source for this request is through Administrative Cost Recovery allocations to support ongoing operations.

**Requirements - Describe and justify the necessary requirements (personnel services, materials & services, capital acquisition, etc.). Will personnel positions be added? If so, are the positions regular or temporary?**

Upgrade the software development tools Microsoft Visual.NET to the latest release, version 2017 and replace the legacy 20 year old software Code Repository.

**Necessity - Why is this decision package necessary and who will benefit from this decision package?**

Upgrade 15 licenses of Visual Studio.NET to version 2017. Install, configure and utilize Bit Bucket code repository. IT developers use the Microsoft Visual.NET to construct and maintain hundreds of County applications. Upgrade Microsoft Visual.NET to the latest release, version 2017. Visual Studio.NET enables Agile development processes and increases productivity and predictability of software construction while significantly reducing cost. The second part of this request is to upgrade our Code Repository Software to Bit Bucket. The code repository is used to store and maintain the code in a safe and secure environment.

# Marion County - Decision Packages

FY 2018-19 - Departmental Requested Stage

<b>Title:</b> FY18-19 - IT - Replace Loaner Laptop Stock - 13APR CIP -> DP	<b>Fund:</b> Central Services (580)	<b>Priority:</b> 0
<b>Department:</b> Information Technology	<b>Program:</b> IT Operations	<b>FTE:</b> 0.00

	FY 18-19 Budget
<b>RESOURCES</b>	
Admin Cost Recovery	0
General Fund Transfers	11,870
<b>TOTAL RESOURCES</b>	<b>11,870</b>
<b>REQUIREMENTS</b>	
Materials and Services	
Materials	11,870
Total Materials and Services	11,870
<b>TOTAL REQUIREMENTS</b>	<b>11,870</b>

<b>Title:</b> FY18-19 - IT - Replace Loaner Laptop Stock - 13APR CIP -> DP		
<b>Department:</b> Information Technology	<b>Type:</b> New Activity	<b>Priority:</b> 0

**Resources - How will the decision package be funded? Will the funding continue in the future? If not, what other funding source is planned?**

Funding source for this request is through Administrative Cost Recovery allocations to support ongoing operations.

**Requirements - Describe and justify the necessary requirements (personnel services, materials & services, capital acquisition, etc.). Will personnel positions be added? If so, are the positions regular or temporary?**

Purchases ten (10) new laptops plus a storage cart to support temporary needs of County staff. Laptop and storage cart purchase. Laptops imaged with default county standard configuration.

**Necessity - Why is this decision package necessary and who will benefit from this decision package?**

The current laptop loaner stock is obsolete. This project purchases 10 new laptops plus a storage cart. The laptops will be used to support the annual BOPTA process, the elections process, support customer travel requests, and serve as temporary replacements when a customer's primary device is out-of-service.



# Marion County - Decision Packages

FY 2018-19 - Departmental Requested Stage

<b>Title:</b> FY18-19 - Microsoft Windows 10 Migration - CIP -> DP	<b>Fund:</b> Central Services (580)	<b>Priority:</b> 0
<b>Department:</b> Information Technology	<b>Program:</b> IT Operations	<b>FTE:</b> 0.00

	FY 18-19 Budget
<b>RESOURCES</b>	
Admin Cost Recovery	0
General Fund Transfers	155,198
<b>TOTAL RESOURCES</b>	<b>155,198</b>
<b>REQUIREMENTS</b>	
Materials and Services	
Materials	60,494
Contracted Services	89,704
Miscellaneous	5,000
Total Materials and Services	155,198
<b>TOTAL REQUIREMENTS</b>	<b>155,198</b>

<b>Title:</b> FY18-19 - Microsoft Windows 10 Migration - CIP -> DP		
<b>Department:</b> Information Technology	<b>Type:</b> New Activity	<b>Priority:</b> 0

**Resources - How will the decision package be funded? Will the funding continue in the future? If not, what other funding source is planned?**

Funding source for this request is through Administrative Cost Recovery allocations to support ongoing operations.

**Requirements - Describe and justify the necessary requirements (personnel services, materials & services, capital acquisition, etc.). Will personnel positions be added? If so, are the positions regular or temporary?**

County-wide end-user computer migration from Windows 7 to Windows 10 operating system before end-of-support and hardware compatibility becomes an issue.

**Necessity - Why is this decision package necessary and who will benefit from this decision package?**

This project would impact ~2,000 devices and users of County desktop, laptop and netbook computers. Windows 10 relies on hardware enabled security features and manufacturers are discontinuing use of legacy processors chips as of July of 2018. After this time, IT will be unable to purchase hardware with Windows 7 compatibility and must begin transitioning to Windows 10. As of July, Microsoft will begin only offering "critical" level updates for Windows 7. This creates security risks for Marion County. In January of 2020, Windows 7 will cease all support for Windows 7, including critical patches. We are already experiencing a hardship as purchasing Windows 7 hardware is getting more and more difficult.

**Other - Identify any other factors or information that the Budget Committee should consider.**

No alternatives identified as new systems will only ship with Windows 10, and will be no longer compatible after July 2018. For security reasons, this is a forced upgrade by the vendor.

# Marion County - Decision Packages

FY 2018-19 - Budget Officer Proposed Stage

<b>Title:</b> FY18-19 - CIP Related IT Training	<b>Fund:</b> Central Services (580)	<b>Priority:</b> 0
<b>Department:</b> Information Technology	<b>Program:</b> IT Operations	<b>FTE:</b> 0.00

	FY 18-19 Budget
<b>RESOURCES</b>	
General Fund Transfers	48,500
<b>TOTAL RESOURCES</b>	<b>48,500</b>
<b>REQUIREMENTS</b>	
Materials and Services	
Miscellaneous	48,500
Total Materials and Services	48,500
<b>TOTAL REQUIREMENTS</b>	<b>48,500</b>

<b>Title:</b> FY18-19 - CIP Related IT Training		
<b>Department:</b> Information Technology	<b>Type:</b> New Activity	<b>Priority:</b> 0

**Resources - How will the decision package be funded? Will the funding continue in the future? If not, what other funding source is planned?**

Funding source for this request is through General Funds for one-time training related to approved CIPs.

**Requirements - Describe and justify the necessary requirements (personnel services, materials & services, capital acquisition, etc.). Will personnel positions be added? If so, are the positions regular or temporary?**

Investing in new IT capital improvement projects requires an additional one-time training funding to provide existing staff members the knowledge to operate the new systems.

**Necessity - Why is this decision package necessary and who will benefit from this decision package?**

The training is related to new network, computing and security systems that benefit all departments within Marion County.

# Marion County - Decision Packages

FY 2018-19 - Departmental Requested Stage

<b>Title:</b> Water and Sewer Utilities	<b>Fund:</b> Dog Control (230)	<b>Priority:</b> 1
<b>Department:</b> Community Services	<b>Program:</b> Dog Services	<b>FTE:</b> 0.00

	FY 18-19 Budget
<b>RESOURCES</b>	
General Fund Transfers	14,872
<b>TOTAL RESOURCES</b>	<b>14,872</b>
<b>REQUIREMENTS</b>	
Materials and Services	
Utilities	14,872
Total Materials and Services	14,872
<b>TOTAL REQUIREMENTS</b>	<b>14,872</b>

<b>Title:</b> Water and Sewer Utilities		
<b>Department:</b> Community Services	<b>Type:</b> New Activity	<b>Priority:</b> 1

**Resources - How will the decision package be funded? Will the funding continue in the future? If not, what other funding source is planned?**

General Fund. This funding is necessary to maintain the shelter's access to water and sewer utilities.

**Requirements - Describe and justify the necessary requirements (personnel services, materials & services, capital acquisition, etc.). Will personnel positions be added? If so, are the positions regular or temporary?**

Prior to FY 18-19, the Marion County Jail and Dog Shelter shared a water meter and the Jail picked up the water and sewer utility costs for both facilities. Starting July 1, the Dog Shelter will be financially responsible for covering the cost of its own water and sewer bills. The budget for FY 18-19 is \$6,182 for water and \$8,690 for sewer.

**Necessity - Why is this decision package necessary and who will benefit from this decision package?**

This decision package is critical - the shelter is non-operational without water and sewer utilities.

**Other - Identify any other factors or information that the Budget Committee should consider.**

N/a

# Marion County - Decision Packages

FY 2018-19 - Departmental Requested Stage

<b>Title:</b> Training for Dog Shelter Staff	<b>Fund:</b> Dog Control (230)	<b>Priority:</b> 2
<b>Department:</b> Community Services	<b>Program:</b> Dog Services	<b>FTE:</b> 0.00

	FY 18-19 Budget
<b>RESOURCES</b>	
General Fund Transfers	2,000
<b>TOTAL RESOURCES</b>	<b>2,000</b>
<b>REQUIREMENTS</b>	
Materials and Services	
Miscellaneous	2,000
Total Materials and Services	2,000
<b>TOTAL REQUIREMENTS</b>	<b>2,000</b>

<b>Title:</b> Training for Dog Shelter Staff		
<b>Department:</b> Community Services	<b>Type:</b> New Activity	<b>Priority:</b> 2

**Resources - How will the decision package be funded? Will the funding continue in the future? If not, what other funding source is planned?**

General Fund resources are needed for this decision package. This is a one-time request for staff training and therefore it is not anticipated that funding will be needed beyond next fiscal year.

**Requirements - Describe and justify the necessary requirements (personnel services, materials & services, capital acquisition, etc.). Will personnel positions be added? If so, are the positions regular or temporary?**

This is M&S

**Necessity - Why is this decision package necessary and who will benefit from this decision package?**

# Marion County - Decision Packages

FY 2018-19 - Departmental Requested Stage

<b>Title:</b> Dog Shelter Supplies	<b>Fund:</b> Dog Control (230)	<b>Priority:</b> 1
<b>Department:</b> Community Services	<b>Program:</b> Dog Services	<b>FTE:</b> 0.00

	FY 18-19 Budget
<b>RESOURCES</b>	
Other Revenues	8,000
<b>TOTAL RESOURCES</b>	<b>8,000</b>
<b>REQUIREMENTS</b>	
Materials and Services	
Supplies	8,000
Total Materials and Services	8,000
<b>TOTAL REQUIREMENTS</b>	<b>8,000</b>

<b>Title:</b> Dog Shelter Supplies		
<b>Department:</b> Community Services	<b>Type:</b>	<b>Priority:</b> 1

**Resources - How will the decision package be funded? Will the funding continue in the future? If not, what other funding source is planned?**

This decision package will be funded by donations. The dog shelter receives donations from the community throughout the year. These donations go towards funding goods and services that enhance the quality of the lives of dogs kept at the shelter.

**Requirements - Describe and justify the necessary requirements (personnel services, materials & services, capital acquisition, etc.). Will personnel positions be added? If so, are the positions regular or temporary?**

This decision package is for materials and supplies only.

**Necessity - Why is this decision package necessary and who will benefit from this decision package?**

The dog shelter base budget (prior year M&S budget) does not have funds for enrichment services - resources from donations are used to supplement and add to the base budget to provide this service.

**Other - Identify any other factors or information that the Budget Committee should consider.**

N/A.

# Marion County - Decision Packages

FY 2018-19 - Departmental Requested Stage

<b>Title:</b> Work Crew at Dog Shelter	<b>Fund:</b> Dog Control (230)	<b>Priority:</b> 1
<b>Department:</b> Community Services	<b>Program:</b> Dog Services	<b>FTE:</b> 0.00

	FY 18-19 Budget
<b>RESOURCES</b>	
General Fund Transfers	9,000
<b>TOTAL RESOURCES</b>	<b>9,000</b>
<b>REQUIREMENTS</b>	
Materials and Services	
Contracted Services	9,000
Total Materials and Services	9,000
<b>TOTAL REQUIREMENTS</b>	<b>9,000</b>

<b>Title:</b> Work Crew at Dog Shelter		
<b>Department:</b> Community Services	<b>Type:</b> Enhancement - Existing Activity	<b>Priority:</b> 1

**Resources - How will the decision package be funded? Will the funding continue in the future? If not, what other funding source is planned?**

General Fund. Funding will continue in the future - this is a permanent cost increase.

**Requirements - Describe and justify the necessary requirements (personnel services, materials & services, capital acquisition, etc.). Will personnel positions be added? If so, are the positions regular or temporary?**

Starting July 1, 2018, the Marion County Jail will increase the cost for inmate work crews from \$25.00 to \$30.00 per inmate, per day. Work crews from the jail provide cleaning and janitorial services at the shelter. Currently, the dog shelter spends approximately \$4.5 thousand per month for work crews. It is anticipated that annual costs will increase approximately \$9 thousand per year based on current work crew usage rates.

**Necessity - Why is this decision package necessary and who will benefit from this decision package?**

The work performed by the work crew are critical to the shelter's operations and in maintaining herd health. The use of work crew members allow staff to focus on the care of the dogs in our care. All parties benefit from this arrangement with the Sheriff's Office.

# Marion County - Decision Packages

FY 2018-19 - Departmental Requested Stage

<b>Title:</b> Fairground Paving for Rent Trade	<b>Fund:</b> County Fair (270)	<b>Priority:</b> 0
<b>Department:</b> Community Services	<b>Program:</b> County Fair	<b>FTE:</b> 0.00

	FY 18-19 Budget
<b>RESOURCES</b>	
General Fund Transfers	60,000
<b>TOTAL RESOURCES</b>	<b>60,000</b>
<b>REQUIREMENTS</b>	
Materials and Services	
Rentals	60,000
Total Materials and Services	60,000
<b>TOTAL REQUIREMENTS</b>	<b>60,000</b>

<b>Title:</b> Fairground Paving for Rent Trade		
<b>Department:</b> Community Services	<b>Type:</b>	<b>Priority:</b> 0

**Resources - How will the decision package be funded? Will the funding continue in the future? If not, what other funding source is planned?**

General Fund. This project is a one-time expense.

**Requirements - Describe and justify the necessary requirements (personnel services, materials & services, capital acquisition, etc.). Will personnel positions be added? If so, are the positions regular or temporary?**

Marion County does not own its own fairground facility and instead rents the state fairgrounds location to put on the annual Marion County Fair. Marion County has entered into an agreement between the County and Oregon State Fairgrounds to trade fairground rental in exchange for paving a portion of the fairgrounds. The paving itself is completed by Public Works.

**Necessity - Why is this decision package necessary and who will benefit from this decision package?**

# Marion County - Decision Packages

FY 2018-19 - Departmental Requested Stage

<b>Title:</b> LEAD Project	<b>Fund:</b> Health and Human Services (190)	<b>Priority:</b> 1
<b>Department:</b> Health and Human Services	<b>Program:</b> Addiction Treatment Svcs	<b>FTE:</b> 2.00

	FY 18-19 Budget
<b>RESOURCES</b>	
Charges for Services	20,212
General Fund Transfers	64,908
<b>TOTAL RESOURCES</b>	<b>85,120</b>
<b>REQUIREMENTS</b>	
Personnel Services	
Salaries and Wages	45,866
Fringe Benefits	37,254
Total Personnel Services	83,120
Materials and Services	
Rentals	2,000
Total Materials and Services	2,000
<b>TOTAL REQUIREMENTS</b>	<b>85,120</b>

<b>Title:</b> LEAD Project		
<b>Department:</b> Health and Human Services	<b>Type:</b> Enhancement - Existing Activity	<b>Priority:</b> 1

**Resources - How will the decision package be funded? Will the funding continue in the future? If not, what other funding source is planned?**

County General Funds are needed to support a portion of one Drug Treatment Case Manager position for the entire fiscal year and another Drug Treatment Case Manager to be hired in the final three months of FY18-19 for the LEAD Program. Funding is available for approximately one third of a full time position from a Willamette Valley Community Health (WVCH) Transformation grant. Transformation funds are available until December 31, 2018.

**Requirements - Describe and justify the necessary requirements (personnel services, materials & services, capital acquisition, etc.). Will personnel positions be added? If so, are the positions regular or temporary?**

The unfunded portion of the Drug Treatment Case Manager navigator position is being funded by Health and Human Services Net Working Capital for the remainder of FY 17-18. This is a regular full time position and in order to sustain this position long term additional funding must be identified. The additional Drug Treatment Case Manager position to be hired in for the last quarter of FY18-19 will be required to meet the anticipated increased demand for access to LEAD services and supports.

**Necessity - Why is this decision package necessary and who will benefit from this decision package?**

This request supports two LEAD navigator positions for Health and Human Services that is intended to develop and implement a comprehensive multi-disciplinary screening and service delivery system under the LEAD project. Implementation of these diversionary services is the result of multi-agency collaboration between the Health and Human Services, Sheriffs Office, Salem Police Department, Bridgeway Recovery Services, and the District Attorneys Office. Members of this collaboration visited the Clark County LEAD program in Seattle, WA learn from other programs that have an established LEAD program and re having success. The members of the collaboration used what they learned from the Clark County Project to develop a framework that would meet the needs in Marion County.

**Other - Identify any other factors or information that the Budget Committee should consider.**

LEAD will target the top 100 highest utilizers of jail and emergency room services. This new service diverts low-level, high-risk drug offenders, often living on the streets of Salem, from the criminal justice system through linkages to community health and substance abuse treatment services. The anticipated outcome of LEAD services is a reduction in arrests and incarceration, emergency room use and improved health. We will serve approximately 20-25 individuals during the first year with capacity to serve an additional 20-25 individuals when the second position is hired.

Cost savings will occur through a reduction in incarceration and associated judicial costs as well as emergency room service utilization. The individuals to be served are well known to law enforcement in our community. Current efforts have not been successful at engaging these individuals.



# Marion County - Decision Packages

FY 2018-19 - Departmental Requested Stage

partners, such as congregate living, transportation, primary care, ambulatory care, behavioral health, hospitals, surge staffing entities, ancillary support services such as lab. A coalition has been formed to begin initial conversations, and the new position will engage in a robust outreach program to build relationships, get partners to the table and reach agreement on a coordinated response. This work will be done in coordination with Marion County Emergency Management which has a key role in providing supports to health system response, for example through the Medical Reserve Corps and planning to meet logistical need through the Emergency Operations Center.

**Other - Identify any other factors or information that the Budget Committee should consider.**

Response to disaster always begins at the local level. While MCHHS and Marion County Emergency Management have participated in the Oregon Health Authority run Health Care Coalition for Region 2 (Marion, Polk, Linn, Lincoln, Benton, Yamhill) for more than ten years, the coalition has not been effective at drilling down to response at the county level, and has not included health system members beyond hospitals and emergency medical services. It is clear that Marion County must invest in this work to achieve the best possible outcomes in disaster.

# Marion County - Decision Packages

FY 2018-19 - Departmental Requested Stage

<b>Title:</b> Cell Phones	<b>Fund:</b> General Fund (100)	<b>Priority:</b> 1
<b>Department:</b> Juvenile	<b>Program:</b> Juvenile Case Management	<b>FTE:</b> 0.00

	FY 18-19 Budget
<b>RESOURCES</b>	
General Fund Transfers	11,859
<b>TOTAL RESOURCES</b>	<b>11,859</b>
<b>REQUIREMENTS</b>	
Materials and Services	
Communications	11,859
Total Materials and Services	11,859
<b>TOTAL REQUIREMENTS</b>	<b>11,859</b>

<b>Title:</b> Cell Phones		
<b>Department:</b> Juvenile	<b>Type:</b> New Activity	<b>Priority:</b> 1

**Resources - How will the decision package be funded? Will the funding continue in the future? If not, what other funding source is planned?**

Funded with General Fund. Yes, the funding will continue in the future.

**Requirements - Describe and justify the necessary requirements (personnel services, materials & services, capital acquisition, etc.). Will personnel positions be added? If so, are the positions regular or temporary?**

Additional 17 Probation Officers and EQUIP Staff, 2 Family Support Specialists and 4 Educational Advocates.

**Necessity - Why is this decision package necessary and who will benefit from this decision package?**

This decision package is necessary for both the efficiency and quality of work that is performed by each staff member listed as well as for their safety and security. Current job duties, without the ability to be mobile, limit staff from engaging with youth and families in the community. Mobilizing the staff will allow them to take a portion of their work with them, allowing them more access to youth and families, which creates more support and direct skill building with youth and families. In addition, the youth we work with are mobile and respond and engage more readily with texts, as well can be monitored more closely or directly send reminders for appointments, schooling, etc. For safety and security purposes, mobility allows staff a quicker ability to respond or call for assistance as they find themselves in unsecure locations or in homes with youth and families with unknown safety concerns.

Staff, youth and families will all benefit from the increased mobility and access provided by this package.

**Other - Identify any other factors or information that the Budget Committee should consider.**

We anticipate a 10 to 20 percent increase in contacts between youth and families with mobility, which strongly supports youth reformation and an anticipated reduction in recidivism and parole violations.

The safety of our staff is top priority and the nature of the work of the listed staff place them in environments that mobility heightens security and safety.

# Marion County - Decision Packages

FY 2018-19 - Departmental Requested Stage

<b>Title:</b> Medical Oversight	<b>Fund:</b> General Fund (100)	<b>Priority:</b> 2
<b>Department:</b> Juvenile	<b>Program:</b> JU Administration	<b>FTE:</b> 0.00

	FY 18-19 Budget
<b>RESOURCES</b>	
General Fund Transfers	32,000
<b>TOTAL RESOURCES</b>	<b>32,000</b>
<b>REQUIREMENTS</b>	
Materials and Services	
Contracted Services	32,000
Total Materials and Services	32,000
<b>TOTAL REQUIREMENTS</b>	<b>32,000</b>

<b>Title:</b> Medical Oversight		
<b>Department:</b> Juvenile	<b>Type:</b> Enhancement - Existing Activity	<b>Priority:</b> 2

**Resources - How will the decision package be funded? Will the funding continue in the future? If not, what other funding source is planned?**

Funding is General Fund. Yes, the funding will continue in the future.

**Requirements - Describe and justify the necessary requirements (personnel services, materials & services, capital acquisition, etc.). Will personnel positions be added? If so, are the positions regular or temporary?**

Change in provider. Contract increased from \$22,000 per year to \$54,000 per year.

**Necessity - Why is this decision package necessary and who will benefit from this decision package?**

We are required both federally and locally to provide adequate medical care for the youth in our care and custody.  
The youth in the Guaranteed Attendance Program and Detention receive the direct care service from this contract.

**Other - Identify any other factors or information that the Budget Committee should consider.**

This contract was created due to the retirement of our previous contract provider. The current contract was negotiated at a substantially higher rate.

# Marion County - Decision Packages

FY 2018-19 - Departmental Requested Stage

<b>Title:</b> Bullet Proof Vests for Probation Officers	<b>Fund:</b> General Fund (100)	<b>Priority:</b> 3
<b>Department:</b> Juvenile	<b>Program:</b> Juvenile Case Management	<b>FTE:</b> 0.00

	FY 18-19 Budget
<b>RESOURCES</b>	
General Fund Transfers	3,800
<b>TOTAL RESOURCES</b>	<b>3,800</b>
<b>REQUIREMENTS</b>	
Materials and Services	
Supplies	3,800
Total Materials and Services	3,800
<b>TOTAL REQUIREMENTS</b>	<b>3,800</b>

<b>Title:</b> Bullet Proof Vests for Probation Officers		
<b>Department:</b> Juvenile	<b>Type:</b> Enhancement - Existing Activity	<b>Priority:</b> 3

**Resources - How will the decision package be funded? Will the funding continue in the future? If not, what other funding source is planned?**

Funded with General Funds.

The department must replace vests every five years. Vests are replaced on a rotating bases for the 24 staff that require vests. Five vests are scheduled to be replaced during the 2018-19 fiscal year at a cost of \$3,800.

**Requirements - Describe and justify the necessary requirements (personnel services, materials & services, capital acquisition, etc.). Will personnel positions be added? If so, are the positions regular or temporary?**

Per policy any Probation Officer must wear a bullet proof vest when making an unannounced home visit or any other unannounced contact with a youth.

**Necessity - Why is this decision package necessary and who will benefit from this decision package?**

Staff would be unable to make unannounced visits/contact with youth on their caseload, which would reduce supervision options available and create scenarios of higher risk to the community.

Staff are the beneficiaries of this package.

# Marion County - Decision Packages

FY 2018-19 - Departmental Requested Stage

<b>Title:</b> Vehicle - Mid-Sized Sedan	<b>Fund:</b> Juvenile Grants (125)	<b>Priority:</b> 4
<b>Department:</b> Juvenile	<b>Program:</b> Juvenile Counseling	<b>FTE:</b> 0.00

	FY 18-19 Budget
<b>RESOURCES</b>	
Intergovernmental Federal	19,243
<b>TOTAL RESOURCES</b>	<b>19,243</b>
<b>REQUIREMENTS</b>	
Capital Outlay	0
Transfers Out	19,243
<b>TOTAL REQUIREMENTS</b>	<b>19,243</b>

<b>Title:</b> Vehicle - Mid-Sized Sedan		
<b>Department:</b> Juvenile	<b>Type:</b> Enhancement - Existing Activity	<b>Priority:</b> 4

**Resources - How will the decision package be funded? Will the funding continue in the future? If not, what other funding source is planned?**

Title 4-E revenue will be used for the purchase of the vehicle and for ongoing yearly lease costs of \$3,324 to the Consolidated Fleet Management Lease Program.  
One time purchase.

**Requirements - Describe and justify the necessary requirements (personnel services, materials & services, capital acquisition, etc.). Will personnel positions be added? If so, are the positions regular or temporary?**

This is a request for an additional car for the new EQUIP program that has two newly created staff positions and is funded from title 4E.

**Necessity - Why is this decision package necessary and who will benefit from this decision package?**

The newly created EQUIP program has two new staff positions that will be driving in the community during the majority of their working shift. The request is to fund the additional car using title 4E monies and then pay the lease rate with 4E.

Staff, youth and families benefit from the additional vehicle as it will provide flexibility and resources to the EQUIP team.

# Marion County - Decision Packages

FY 2018-19 - Departmental Requested Stage

<b>Title:</b> Communications - House Mt Tower Improvements	<b>Fund:</b> Public Works (130)	<b>Priority:</b> 0
<b>Department:</b> Public Works	<b>Program:</b> Communications	<b>FTE:</b> 0.00

	FY 18-19 Budget
<b>RESOURCES</b>	
General Fund Transfers	79,106
<b>TOTAL RESOURCES</b>	<b>79,106</b>
<b>REQUIREMENTS</b>	
Materials and Services	
Contracted Services	14,700
Total Materials and Services	14,700
Capital Outlay	64,406
<b>TOTAL REQUIREMENTS</b>	<b>79,106</b>

<b>Title:</b> Communications - House Mt Tower Improvements		
<b>Department:</b> Public Works	<b>Type:</b> Enhancement - Existing Activity	<b>Priority:</b> 0

**Resources - How will the decision package be funded? Will the funding continue in the future? If not, what other funding source is planned?**

This is a General Fund request.

**Requirements - Describe and justify the necessary requirements (personnel services, materials & services, capital acquisition, etc.). Will personnel positions be added? If so, are the positions regular or temporary?**

Upgrade House Mt Public Safety Radio Tower Power and Physical Security.

**Necessity - Why is this decision package necessary and who will benefit from this decision package?**

The House Mt Tower is owned by Marion County and is located approximately 15 miles east of Silverton Oregon. There is no commercial power at this site. The Tower is critical to public safety communications for MCSO, METCOM, PW, and Fire districts. Completion of this project will ensure that this critical facility can operate continually without service interruption. When this site goes down, as it has several times in the past year, Fire and EMS agencies covering Drakes Crossing, Stayton, Sublimity, Lyons, Gates, and Mehema lose all radio communications. MCSO and PW lose communications up the Little North Fork Road and Abiqua Valley.

**Other - Identify any other factors or information that the Budget Committee should consider.**

Total project cost is estimated at \$98,900. Public Works would fund 20%, or \$19,780.

# Marion County - Decision Packages

FY 2018-19 - Departmental Requested Stage

<b>Title:</b> Parks - New position - Medium Equipment Operator	<b>Fund:</b> Parks (310)	<b>Priority:</b> 0
<b>Department:</b> Public Works	<b>Program:</b> County Parks	<b>FTE:</b> 1.00

	FY 18-19 Budget
<b>RESOURCES</b>	
General Fund Transfers	55,316
<b>TOTAL RESOURCES</b>	<b>55,316</b>
<b>REQUIREMENTS</b>	
Personnel Services	
Salaries and Wages	31,565
Fringe Benefits	23,751
Total Personnel Services	55,316
<b>TOTAL REQUIREMENTS</b>	<b>55,316</b>

<b>Title:</b> Parks - New position - Medium Equipment Operator		
<b>Department:</b> Public Works	<b>Type:</b> New Activity	<b>Priority:</b> 0

**Resources - How will the decision package be funded? Will the funding continue in the future? If not, what other funding source is planned?**

This is a General Fund request, to be used within the Parks Program.

**Requirements - Describe and justify the necessary requirements (personnel services, materials & services, capital acquisition, etc.). Will personnel positions be added? If so, are the positions regular or temporary?**

This is a General Fund request. This position will continue in the future. This position will add a second FTE to the Parks Program.

**Necessity - Why is this decision package necessary and who will benefit from this decision package?**

This will provide an improved year round service to all park visitors. Currently there is only 1 FTE in the Parks Program. Families from around the region will benefit from park improvements Our plan is to keep more Parks open year-round.

# Marion County - Decision Packages

FY 2018-19 - Departmental Requested Stage

<b>Title:</b> Parks - New Signs	<b>Fund:</b> Parks (310)	<b>Priority:</b> 1
<b>Department:</b> Public Works	<b>Program:</b> County Parks	<b>FTE:</b> 0.00

	FY 18-19 Budget
<b>RESOURCES</b>	
General Fund Transfers	5,000
<b>TOTAL RESOURCES</b>	<b>5,000</b>
<b>REQUIREMENTS</b>	
Materials and Services	
Contracted Services	5,000
Total Materials and Services	5,000
<b>TOTAL REQUIREMENTS</b>	<b>5,000</b>

<b>Title:</b> Parks - New Signs		
<b>Department:</b> Public Works	<b>Type:</b> Enhancement - Existing Activity	<b>Priority:</b> 1

**Resources - How will the decision package be funded? Will the funding continue in the future? If not, what other funding source is planned?**

This a General Fund requests, to be used by the Parks program.

**Requirements - Describe and justify the necessary requirements (personnel services, materials & services, capital acquisition, etc.). Will personnel positions be added? If so, are the positions regular or temporary?**

Public Works Department sign shop and 3rd party vendors will provide labor and materials for signs that will be installed through out Marion County Parks system.

**Necessity - Why is this decision package necessary and who will benefit from this decision package?**

The installation of new signs in the parks will provide users with directions to and proper use of park facilities.

**Other - Identify any other factors or information that the Budget Committee should consider.**

No capital projects for this multiple year activity. Expenditures will be in the Materials and Services portion of the Parks fund. This is the 3rd year of a multiple year plan.



# Marion County - Decision Packages

FY 2018-19 - Departmental Requested Stage

<b>Title:</b> Parks - Scotts Mills Picnic Shelter	<b>Fund:</b> Parks (310)	<b>Priority:</b> 0
<b>Department:</b> Public Works	<b>Program:</b> County Parks	<b>FTE:</b> 0.00

	FY 18-19 Budget
<b>RESOURCES</b>	
General Fund Transfers	84,997
<b>TOTAL RESOURCES</b>	<b>84,997</b>
<b>REQUIREMENTS</b>	
Capital Outlay	84,997
<b>TOTAL REQUIREMENTS</b>	<b>84,997</b>

<b>Title:</b> Parks - Scotts Mills Picnic Shelter		
<b>Department:</b> Public Works	<b>Type:</b> New Activity	<b>Priority:</b> 0

**Resources - How will the decision package be funded? Will the funding continue in the future? If not, what other funding source is planned?**

This is a General Fund request, to be used within the Parks Program. The funding will not continue for this purchase and no other funding source is planned.

**Requirements - Describe and justify the necessary requirements (personnel services, materials & services, capital acquisition, etc.). Will personnel positions be added? If so, are the positions regular or temporary?**

This project will be to purchase and have installed shelter by contractor with the Marion County bridge crew from Public Works installing picnic tables and barbeque.

**Necessity - Why is this decision package necessary and who will benefit from this decision package?**

This project will provide improved access to barbeque areas with enlarged picnic capacity to accommodate larger groups for public use.

**Other - Identify any other factors or information that the Budget Committee should consider.**

This is included in the FY18-19 5 year capital plan.

# Marion County - Decision Packages

FY 2018-19 - Departmental Requested Stage

<b>Title:</b> Roads - Eight additional road operations positions	<b>Fund:</b> Public Works (130)	<b>Priority:</b> 0
<b>Department:</b> Public Works	<b>Program:</b> Roads and Bridges Operations	<b>FTE:</b> 8.00

	FY 18-19 Budget
<b>RESOURCES</b>	
Intergovernmental State	579,419
<b>TOTAL RESOURCES</b>	<b>579,419</b>
<b>REQUIREMENTS</b>	
Personnel Services	
Salaries and Wages	335,402
Fringe Benefits	219,464
Total Personnel Services	554,866
Materials and Services	
Supplies	6,315
Materials	3,000
Communications	500
Contracted Services	2,895
Repairs and Maintenance	470
Rentals	9,473
Miscellaneous	1,900
Total Materials and Services	24,553
<b>TOTAL REQUIREMENTS</b>	<b>579,419</b>

<b>Title:</b> Roads - Eight additional road operations positions		
<b>Department:</b> Public Works	<b>Type:</b> Enhancement - Existing Activity	<b>Priority:</b> 0

**Resources - How will the decision package be funded? Will the funding continue in the future? If not, what other funding source is planned?**

Public Works - road fund - 130 . These positions will be funded by long standing 130 Road Fund. This is a mix of state statue transportation revenue resources. It will continue in the future.

**Requirements - Describe and justify the necessary requirements (personnel services, materials & services, capital acquisition, etc.). Will personnel positions be added? If so, are the positions regular or temporary?**

Eight new regular FTE positions are to be added: 1 Road Operations supervisor; 4 Medium Equipment Operators; 2 Maintenance Workers; 1 Environmental Specialist. Additional costs will be for hiring, training and providing appropriately equipped vehicles for supervisor and crews.

Vehicle acquisition will be under the Fleet Fund.

**Necessity - Why is this decision package necessary and who will benefit from this decision package?**

The seven road operational positions will provide enhanced road maintenance services year around. It will include winter/storm response, pavement preservation, road drainage, and safety vegetation control services. The Environmental Specialist position will aid in the county's mandated environmental compliance regulations and best management practices for the multiple DEQ and EPA programs the county road program requires.

External customers include the traveling public on the county's road system as well as emergency responders. Environmental specialist will directly impact operations division employees through environmental education. County wide residents will benefit from enhanced operational best management environmental practices for water and land quality.

# Marion County - Decision Packages

FY 2018-19 - Departmental Requested Stage

<b>Title:</b> SO - Communication Services	<b>Fund:</b> General Fund (100)	<b>Priority:</b> 1
<b>Department:</b> Sheriff's Office	<b>Program:</b> SO Operations Support	<b>FTE:</b> 0.00

	FY 18-19 Budget
<b>RESOURCES</b>	
General Fund Transfers	60,815
<b>TOTAL RESOURCES</b>	<b>60,815</b>
<b>REQUIREMENTS</b>	
Materials and Services	
Contracted Services	60,815
Total Materials and Services	60,815
<b>TOTAL REQUIREMENTS</b>	<b>60,815</b>

<b>Title:</b> SO - Communication Services		
<b>Department:</b> Sheriff's Office	<b>Type:</b> Enhancement - Existing Activity	<b>Priority:</b> 1

**Resources - How will the decision package be funded? Will the funding continue in the future? If not, what other funding source is planned?**

Communication/Dispatch services are a cost of doing business for the Sheriff's Office. The resources would be an increase in general fund and would continue in to the future.

**Requirements - Describe and justify the necessary requirements (personnel services, materials & services, capital acquisition, etc.). Will personnel positions be added? If so, are the positions regular or temporary?**

N/A

**Necessity - Why is this decision package necessary and who will benefit from this decision package?**

A 5.712% increase by the contracted vendor for dispatch services is driving this decision package request. The entire community benefits from this decision package. If the package is rejected, the Sheriff's Office will need to cut materials and services in other areas in order to cover the increased cost. This would impact services to the public in one way or another.

**Other - Identify any other factors or information that the Budget Committee should consider.**

While the communication services are a cost of doing business, the Sheriff's Office allocates a proportionate percentage of those costs to contracts where communication services are used. Each of those contracts took a proportionate percentage increase for FY 18-19 thereby reducing some of the increase to the General Fund.

# Marion County - Decision Packages

FY 2018-19 - Departmental Requested Stage

<b>Title:</b> SO - Food Services Increases	<b>Fund:</b> General Fund (100)	<b>Priority:</b> 2
<b>Department:</b> Sheriff's Office	<b>Program:</b> Jail Operations	<b>FTE:</b> 0.00

	FY 18-19 Budget
<b>RESOURCES</b>	
General Fund Transfers	58,285
<b>TOTAL RESOURCES</b>	<b>58,285</b>
<b>REQUIREMENTS</b>	
Materials and Services	
Contracted Services	58,285
Total Materials and Services	58,285
<b>TOTAL REQUIREMENTS</b>	<b>58,285</b>

<b>Title:</b> SO - Food Services Increases		
<b>Department:</b> Sheriff's Office	<b>Type:</b> Enhancement - Existing Activity	<b>Priority:</b> 2

**Resources - How will the decision package be funded? Will the funding continue in the future? If not, what other funding source is planned?**

The Sheriff's Office is requesting an increase in general fund to cover the cost increase for food services at the jail. This funding will need to continue in the future.

**Requirements - Describe and justify the necessary requirements (personnel services, materials & services, capital acquisition, etc.). Will personnel positions be added? If so, are the positions regular or temporary?**

N/A

**Necessity - Why is this decision package necessary and who will benefit from this decision package?**

The jail is required to provide meals to inmates per ORS 169.140, and the Sheriff's Office is obligated to provide employee meals to Jail employees as negotiated by the Marion County Law Enforcement Association labor agreement. Reasons for the increase are a combination of factors including an increase in the contracted price per meal for inmates and staff as well as food service labor and food transport costs.

**Other - Identify any other factors or information that the Budget Committee should consider.**

The overall benefit of the decision package is compliance with state statute and labor agreement. If the decision package is rejected, cuts will have to be made to Materials and Services and ultimately impact the efficiency and necessary supplies and services in other areas of Sheriff's Office programs.

# Marion County - Decision Packages

FY 2018-19 - Departmental Requested Stage

<b>Title:</b> SO - Pre-Trial Services	<b>Fund:</b> General Fund (100)	<b>Priority:</b> 3
<b>Department:</b> Sheriff's Office	<b>Program:</b> Jail Operations	<b>FTE:</b> 2.00

	FY 18-19 Budget
<b>RESOURCES</b>	
General Fund Transfers	139,716
<b>TOTAL RESOURCES</b>	<b>139,716</b>
<b>REQUIREMENTS</b>	
Personnel Services	
Salaries and Wages	73,648
Fringe Benefits	51,068
Total Personnel Services	124,716
Materials and Services	
Materials	0
Contracted Services	15,000
Total Materials and Services	15,000
<b>TOTAL REQUIREMENTS</b>	<b>139,716</b>

<b>Title:</b> SO - Pre-Trial Services		
<b>Department:</b> Sheriff's Office	<b>Type:</b> New Activity	<b>Priority:</b> 3

**Resources - How will the decision package be funded? Will the funding continue in the future? If not, what other funding source is planned?**

The resources would be an increase in general fund and would continue in to the future.

**Requirements - Describe and justify the necessary requirements (personnel services, materials & services, capital acquisition, etc.). Will personnel positions be added? If so, are the positions regular or temporary?**

This decision package adds two new regular full time Case Aide positions to provide case management services, assessments of criminogenic risk and need, court notification via text messaging to defendants, tracking failure to appear, and recidivism rates for all program defendants. It includes case management software with associated startup costs and funds for contracted drug testing and electronic monitoring to cover court ordered services or services as deemed necessary through the assessment process. Each case aide would manage up to 30 pre-trial defendants.

**Necessity - Why is this decision package necessary and who will benefit from this decision package?**

Judicial decisions about the pre-trial release or detention of criminal defendants can have a significant, and sometimes determinative, impact on defendants and the disposition of their cases, while adding financial stress to the jails which hold them.

The Marion County Jail has a pre-trial population of approximately sixty-five percent. Pre-trial defendants are being held for a felony offense. By utilizing evidence-based practices to identify pre-trial defendants who can be safely released, the overall jail population could be reduced while maintaining public safety for Marion County.

Having Pre-Trial Services to perform Evidence-based assessments of a defendant's risk of failure to appear and risk of danger to the community can increase the probability of successful pre-trial release decisions. Imposing appropriate conditions on a defendant following a valid risk assessment will substantially reduce pre-trial detention without impairing the judicial process or threatening public safety.

If more individuals are able to be safely released pre-trial in the community, they will be able to maintain their living situation, day treatment participation, medical and social security benefits, as well as their family and community supports.

**Other - Identify any other factors or information that the Budget Committee should consider.**

Based in part to a April 2017 National Institute of Corrections (NIC) assessment of the pre-trial system in Marion County, the following Vision, Mission, recommendations, and action steps are being forwarded for consideration:

**VISION:** Through local collaboration, initiate a pre-trial justice system that promotes public safety, addresses mental health issues, and enhance the constitutional and statutory rights of both victims and defendants.

**MISSION:** To utilize a policy-driven, data-informed strategic planning process to develop a plan that will increase effective collaboration between local partners, resulting in the implementation of improved pre-trial practices, policies, and programs.

# Marion County - Decision Packages

FY 2018-19 - Departmental Requested Stage

<b>Title:</b> SO - Title III Forest Patrol	<b>Fund:</b> Sheriff Grants (250)	<b>Priority:</b> 4
<b>Department:</b> Sheriff's Office	<b>Program:</b> Patrol	<b>FTE:</b> 1.00

	FY 18-19 Budget
<b>RESOURCES</b>	
Other Fund Transfers	94,316
<b>TOT L RESOURCES</b>	<b>94,316</b>
<b>REQUIREMENTS</b>	
Personnel Services	
Salaries and Wages	39,960
Fringe Benefits	32,823
Total Personnel Services	72,783
Materials and Services	
Supplies	10,448
Materials	664
Miscellaneous	1,000
Total Materials and Services	12,112
Administrative Charges	0
Contingency	9,421
<b>TOTAL REQUIREMENTS</b>	<b>94,316</b>

<b>Title:</b> SO - Title III Forest Patrol		
<b>Department:</b> Sheriff's Office	<b>Type:</b> ew Activity	<b>Priority:</b> 4

**Resources - How will the decision package be funded? Will the funding continue in the future? If not, what other funding source is planned?**

This decision package would be funded with Title III Secure Rural Schools and Community Sefl Determination Act funds. Future funding is contingent upon federal government funding. If the funding goes away the position would be eliminated.

**Requirements - Describe and justify the necessary requirements (personnel services, materials & services, capital acquisition, etc.). Will personnel positions be added? If so, are the positions regular or temporary?**

This request is for an additional 1.0 FTE Deputy Sheriff and the necessary materials and services. This would be a new regular position that would require initial one-time and on-going materials and services necessary for patrol activities.

**Necessity - Why is this decision package necessary and who will benefit from this decision package?**

There's a large number of people that visit and recreate year round on federal lands within Marion County. Having a full time deputy assigned to the forestlands allows for high visibilty, education opportunities, timely response to calls for service, and the ability to investigate and solve forest area crimes and incidents. This Forest Patrol Deputy would conduct proactive patrols allowing the deputy to come in contact with people utilizing the forestlands for recreational purposes and those committing criminal acts. This position ensures those utilizing the forestlands for recreational purposes have a safer, more pleasant experience.

# Marion County - Decision Packages

FY 2018-19 - Departmental Requested Stage

<b>Title:</b> SO - Enhanced Transitional Housing	<b>Fund:</b> Community Corrections (180)	<b>Priority:</b> 5
<b>Department:</b> Sheriff's Office	<b>Program:</b> Parole and Probation Supervsn	<b>FTE:</b> 0.00

	FY 18-19 Budget
<b>RESOURCES</b>	
General Fund Transfers	280,545
<b>TOTAL RESOURCES</b>	<b>280,545</b>
<b>REQUIREMENTS</b>	
Materials and Services	
Contracted Services	280,545
Total Materials and Services	280,545
<b>TOTAL REQUIREMENTS</b>	<b>280,545</b>

<b>Title:</b> SO - Enhanced Transitional Housing		
<b>Department:</b> Sheriff's Office	<b>Type:</b> New Activity	<b>Priority:</b> 5

**Resources - How will the decision package be funded? Will the funding continue in the future? If not, what other funding source is planned?**

This decision package would be funded through a General Fund Transfer to the Community Corrections Fund (180 Fund). This request is for transitional housing start-up and nine months of operational costs in 2018-19. Future operational costs for this program will be funded by General fund resources.

**Requirements - Describe and justify the necessary requirements (personnel services, materials & services, capital acquisition, etc.). Will personnel positions be added? If so, are the positions regular or temporary?**

This decision package is needed to provide transitional housing for parole and probation clients. No permanent county personnel will be added. The Sheriff's Office will contract with a 501(c)3 nonprofit organization that provides transitional housing and wrap around services to individuals with criminal histories. The budget is an estimation of total costs to launch and oversee continued operations for a transitional housing facility operating on a 24-hour basis.

**Necessity - Why is this decision package necessary and who will benefit from this decision package?**

Every year in Marion County, over 600 individuals are released from incarceration to our community. Although the current consortium of transitional housing facilities provides for the majority of these releases, there is still an ongoing need for additional transitional housing with wrap around services (i.e., Alcohol & Drug treatment, employment services, social security, mental health, and parenting classes) for this population. On a monthly basis, we are short approximately 25 transitional beds for this population and the additional 20-24 beds will enhance the ongoing effort to reduce recidivism, foster rehabilitation, lower homelessness, and enhance public safety.

# Marion County - Decision Packages

FY 2018-19 - Budget Officer Proposed Stage

<b>Title:</b> SO - Enhanced Public Safety ESSD	<b>Fund:</b> Enhanced Public Safety ESSD (245)	<b>Priority:</b> 6
<b>Department:</b> Sheriff's Office	<b>Program:</b> Enhanced Public Safety ESSD	<b>FTE:</b> 10.00

	FY 18-19 Budget
<b>RESOURCES</b>	
Charges for Services	1,664,315
<b>TOTAL RESOURCES</b>	<b>1,664,315</b>
<b>REQUIREMENTS</b>	
Personnel Services	
Salaries and Wages	424,409
Fringe Benefits	241,318
Total Personnel Services	665,727
Materials and Services	
Supplies	96,620
Communications	11,530
Contracted Services	79,026
Repairs and Maintenance	1,800
Rentals	42,912
Miscellaneous	2,230
Total Materials and Services	234,118
Capital Outlay	17,400
Transfers Out	126,888
Contingency	166,432
Ending Fund Balance	453,750
<b>TOTAL REQUIREMENTS</b>	<b>1,664,315</b>

<b>Title:</b> SO - Enhanced Public Safety ESSD		
<b>Department:</b> Sheriff's Office	<b>Type:</b> New Activity	<b>Priority:</b> 6

**Resources - How will the decision package be funded? Will the funding continue in the future? If not, what other funding source is planned?**

East Salem Service District public safety fee. This funding would be ongoing.

**Requirements - Describe and justify the necessary requirements (personnel services, materials & services, capital acquisition, etc.). Will personnel positions be added? If so, are the positions regular or temporary?**

This request is for an additional 10.0 FTE Deputy Sheriff positions, materials and services, and capital acquisitions necessary to carry out the services required for the proposed new public safety services. The FTE would be new regular positions that would require one-time and ongoing materials and services. Also required would be the purchase and outfitting of three vehicles, including computers and necessary equipment for patrol activities.

**Necessity - Why is this decision package necessary and who will benefit from this decision package?**

While not incorporated cities, the communities of Hayesville and Four Corners have many of the characteristics and defined boundaries that make them similar to cities unto themselves. Combined, the two areas have a population nearly the size of Keizer and a higher population density than Keizer or Salem. With this size population there are considerable calls for service and livability issues associated with small cities. This package benefits Marion County citizens in the Hayesville and Four Corners communities by providing dedicated public safety services specific to their neighborhoods. This helps in building and maintaining safe communities with proactive problem solving focused on livability and community engagement.

**Other - Identify any other factors or information that the Budget Committee should consider.**



# Marion County - Decision Packages

FY 2018-19 - Budget Officer Proposed Stage

<b>Title:</b> Justice Court Security	<b>Fund:</b> General Fund (100)	<b>Priority:</b> 1
<b>Department:</b> Justice Court	<b>Program:</b> Marion County Justice Court	<b>FTE:</b> 0.00

	FY 18-19 Budget
<b>RESOURCES</b>	
General Fund Transfers	9,770
<b>TOTAL RESOURCES</b>	<b>9,770</b>
<b>REQUIREMENTS</b>	
Materials and Services	
Contracted Services	7,270
Repairs and Maintenance	2,500
Total Materials and Services	9,770
<b>TOTAL REQUIREMENTS</b>	<b>9,770</b>

<b>Title:</b> Justice Court Security		
<b>Department:</b> Justice Court	<b>Type:</b> New Activity	<b>Priority:</b> 1

**Resources - How will the decision package be funded? Will the funding continue in the future? If not, what other funding source is planned?**

The funding will be through a General Fund transfer request.

**Requirements - Describe and justify the necessary requirements (personnel services, materials & services, capital acquisition, etc.). Will personnel positions be added? If so, are the positions regular or temporary?**

The Marion County Justice Court is requesting a security scanner and administration of the scanner during court and trial times. A new security scanner is not necessary at this time, since another department will have a scanner available as of July 1st. This decision package request is for moving & setting up the scanner in the court entrance, contracting security personnel services in order to operate the scanner and annual maintenance of the scanner. We anticipate the following costs:

- Moving current scanner & set up at Justice Court facility - \$1,000
- Contracted Services for Security Personnel (1 FTE, 320 hrs. per year @ 22.72/hr.) - \$7,270
- Annual security scanner maintenance - \$1,500

**Necessity - Why is this decision package necessary and who will benefit from this decision package?**

As with other county court proceedings, the Justice Court would like to implement a security process that includes a scanner and personnel overseeing the scanner in order to maintain a safe and secure environment for everyone in the building. We anticipate using the scanner and security personnel during court and trial times (which is currently one day a week).

# Marion County - Decision Packages

FY 2018-19 - Departmental Requested Stage

<b>Title:</b> ALICE and Everbridge Subscriptions	<b>Fund:</b> Central Services (580)	<b>Priority:</b> 1
<b>Department:</b> Business Services	<b>Program:</b> Risk Management	<b>FTE:</b> 0.00

	FY 18-19 Budget
<b>RESOURCES</b>	
Admin Cost Recovery	18,200
<b>TOTAL RESOURCES</b>	<b>18,200</b>
<b>REQUIREMENTS</b>	
Materials and Services	
Contracted Services	18,200
Total Materials and Services	18,200
<b>TOTAL REQUIREMENTS</b>	<b>18,200</b>

<b>Title:</b> ALICE and Everbridge Subscriptions		
<b>Department:</b> Business Services	<b>Type:</b>	<b>Priority:</b> 1

**Resources - How will the decision package be funded? Will the funding continue in the future? If not, what other funding source is planned?**

The decision package will be funded by an addition to the Business Services Risk Management Loss Control ?Subscription Services? budget. Risk Management is also requesting credit for savings of \$10,000 which was transferred to IT for the WellSource software subscription contract. The WellSource contract will not be renewed. Risk management proposes for the savings to offset the requested budget increase.

**Requirements - Describe and justify the necessary requirements (personnel services, materials & services, capital acquisition, etc.). Will personnel positions be added? If so, are the positions regular or temporary?**

No addition to personnel is required.

Subscription services for Everbridge for \$6,400. Marion Currently utilizes Everbridge. In the past, the annual cost has been paid through the Employer-at-Injury Program (EAIP) fund. However, this fund is best used for initial expenses of materials, services, facility projects or safety equipment rather than recurring or maintenance fees.

Subscription services for Alert Lockdown County Evacuate (ALiCE) training for \$11,800

**Necessity - Why is this decision package necessary and who will benefit from this decision package?**

Everbridge is a system that enables the communication of critical messages to employees during an emergency via mass communication emails and texts. Through this subscription, Marion County is able to send messages to select departments, buildings, or specific employees with instructions and information during an emergency.

- i. Everbridge is a service Risk Management shares with Public Works Emergency Management.
- ii. The requested Risk Management budget increase represents the Risk Management portion of the subscription.
- iii. This subscription benefits all Marion County employees and administration.

The ALICE training program is a blended training approach that combines e-learning and instructor led classes designed to provide preparation on how to proactively handle an aggressive intruder or active shooter event.

- i. The proposed subscription represents the e-learning component which provides prerequisite and ongoing support to hands on, instructor led classes.
- ii. Kyle Wonderly, Marion County's Loss Control manager, is a certified ALICE instructor and is prepared to provide the classroom portion of the program.

# Marion County - Decision Packages

FY 2018-19 - Departmental Requested Stage

<b>Title:</b> Grounds Maintenance - Garten Contract	<b>Fund:</b> Central Services (580)	<b>Priority:</b> 1
<b>Department:</b> Business Services	<b>Program:</b> Facilities Management	<b>FTE:</b> 0.00

	FY 18-19 Budget
<b>RESOURCES</b>	
Admin Cost Recovery	50,000
<b>TOTAL RESOURCES</b>	<b>50,000</b>
<b>REQUIREMENTS</b>	
Materials and Services	
Repairs and Maintenance	50,000
Total Materials and Services	50,000
<b>TOTAL REQUIREMENTS</b>	<b>50,000</b>

<b>Title:</b> Grounds Maintenance - Garten Contract		
<b>Department:</b> Business Services	<b>Type:</b>	<b>Priority:</b> 1

**Resources - How will the decision package be funded? Will the funding continue in the future? If not, what other funding source is planned?**

Funding will require supplementing the 580-11-00-112-1103 budget through allocations. This funding is a requirement going forward into the future.

**Requirements - Describe and justify the necessary requirements (personnel services, materials & services, capital acquisition, etc.). Will personnel positions be added? If so, are the positions regular or temporary?**

The purpose for this request is to obtain approval for a budgetary increase to cover our expenses of contraction the grounds keeping work for the Marion County Corrections Campus and Dog Shelter grounds.

We currently have one groundskeeper at the Courthouse and have taken over the Public Works Campus grounds. We are contracting out the grounds at the Corrections campus, but we do not have sufficient funds in our budget to cover the entire campus. Without this funding our building maintenance budget will be reduced thus reducing the ability to maintain our buildings and equipment sufficiently.

**Necessity - Why is this decision package necessary and who will benefit from this decision package?**

The additional funding will enable us to successfully keep our buildings, equipment and grounds looking and running efficiently and effectively.

**Other - Identify any other factors or information that the Budget Committee should consider.**

Business Services researched the feasibility of either hiring out an additional groundskeeper versus contracting out (\$50,000 versus \$75,000). An additional grounds keeper would sufficiently meet the needs at all campus locations. In the future, additional equipment would need to be considered as it ages and would need replacement.

# Marion County - Decision Packages

FY 2018-19 - Departmental Requested Stage

<b>Title:</b> LinkedIn	<b>Fund:</b> Central Services (580)	<b>Priority:</b> 0
<b>Department:</b> Business Services	<b>Program:</b> Human Resources	<b>FTE:</b> 0.00

	FY 18-19 Budget
<b>RESOURCES</b>	
Admin Cost Recovery	20,500
<b>TOTAL RESOURCES</b>	<b>20,500</b>
<b>REQUIREMENTS</b>	
Materials and Services	
Contracted Services	20,500
Total Materials and Services	20,500
<b>TOTAL REQUIREMENTS</b>	<b>20,500</b>

<b>Title:</b> LinkedIn		
<b>Department:</b> Business Services	<b>Type:</b>	<b>Priority:</b> 0

**Resources - How will the decision package be funded? Will the funding continue in the future? If not, what other funding source is planned?**

Funding for the LinkedIn Recruiter is requested from General Fund and departmental allocations. The amount needed is as follows:

- 1 Recruiter Corporate Seat - \$9,000
- 1 Job Slots - \$1,500
- Career Page- \$7,000, marketing Marion County with our own culture, pictures, videos, etc.

**Requirements - Describe and justify the necessary requirements (personnel services, materials & services, capital acquisition, etc.). Will personnel positions be added? If so, are the positions regular or temporary?**

LinkedIn Recruiter is a module within LinkedIn which proactively searches and contacts the best candidates on the world's largest professional network. With this module we get unlimited access to names and full profiles, we also find the best candidates, much faster. Candidates are contacted directly with InMails which will boost our recruiting productivity by managing our pipeline.

Additionally, we get to share member information across the team increasing visibility and reporting across all regions.

**Necessity - Why is this decision package necessary and who will benefit from this decision package?**

Recruiting the difficult positions like nurses, engineers and Computing staff are getting more and more difficult to recruit and find. The entire County benefits from this module in that we are both passively and actively recruiting around the country and beyond. LinkedIn Recruiter putting the jobs in front of many passive job seekers, people who are not currently looking for jobs but would apply if the right job were presented to them.

With Recruiter we can position Marion County as an `employer of choice?, we can also raise awareness of job opportunities and increase candidates? likelihood to respond to our messages, as well as, accept our offers.

**Other - Identify any other factors or information that the Budget Committee should consider.**

The goal with Recruiter is to reach further out both actively and passively for our candidates. We are reaching out for feedback from other local governmental agencies that have Recruiter and their ROI.

# Marion County - Decision Packages

FY 2018-19 - Departmental Requested Stage

<b>Title:</b> M&S Increase in Meals and Lodging	<b>Fund:</b> General Fund (100)	<b>Priority:</b> 0
<b>Department:</b> Clerk's Office	<b>Program:</b> Elections	<b>FTE:</b> 0.00

	FY 18-19 Budget
<b>RESOURCES</b>	
General Fund Transfers	2,400
<b>TOTAL RESOURCES</b>	<b>2,400</b>
<b>REQUIREMENTS</b>	
Materials and Services	
Miscellaneous	2,400
Total Materials and Services	2,400
<b>TOTAL REQUIREMENTS</b>	<b>2,400</b>

<b>Title:</b> M&S Increase in Meals and Lodging		
<b>Department:</b> Clerk's Office	<b>Type:</b> New Activity	<b>Priority:</b> 0

**Resources - How will the decision package be funded? Will the funding continue in the future? If not, what other funding source is planned?**

General Fund, Elections Administration - new funding, \$2,400. Funding will continue from this source in the future.

**Requirements - Describe and justify the necessary requirements (personnel services, materials & services, capital acquisition, etc.). Will personnel positions be added? If so, are the positions regular or temporary?**

\$2,400 Lodging and meals for two election staff to guide, monitor and assist the contract ballot insertion process in Portland over two or more days per election. Staying overnight is more efficient than driving back and forth daily. This allows for an earlier insert start time and could compress the number of days required to finish.

No personnel positions will be added.

**Necessity - Why is this decision package necessary and who will benefit from this decision package?**

We need to guide, monitor and assist in the contract ballot envelope insertion process. Allowing staff to stay overnight quickens the turn-around time in our tight ballot production, process, and mail schedule. It saves money over completing this process in our office with 30-50 staff over 6 days, including parking and shuttle expenses as we have done in the past.

# Marion County - Decision Packages

FY 2018-19 - Departmental Requested Stage

<b>Title:</b> M&S Increase in Computer Software Maintenance	<b>Fund:</b> General Fund (100)	<b>Priority:</b> 1
<b>Department:</b> Clerk's Office	<b>Program:</b> Elections	<b>FTE:</b> 0.00

	FY 18-19 Budget
<b>RESOURCES</b>	
General Fund Transfers	30,500
<b>TOTAL RESOURCES</b>	<b>30,500</b>
<b>REQUIREMENTS</b>	
Materials and Services	
Supplies	2,000
Communications	1,000
Repairs and Maintenance	27,500
Total Materials and Services	30,500
<b>TOTAL REQUIREMENTS</b>	<b>30,500</b>

<b>Title:</b> M&S Increase in Computer Software Maintenance		
<b>Department:</b> Clerk's Office	<b>Type:</b> New Activity	<b>Priority:</b> 1

**Resources - How will the decision package be funded? Will the funding continue in the future? If not, what other funding source is planned?**

Funding will come from the general fund.

**Requirements - Describe and justify the necessary requirements (personnel services, materials & services, capital acquisition, etc.). Will personnel positions be added? If so, are the positions regular or temporary?**

Hart Verity Annual Licensing and Support Fee \$3,120  
 Fluent Ballot Envelope Sorter Maintenance \$24,370. The breakdown is as follows:  
     \$10,911 Software Purchase  
     \$10,400 Software Maintenance  
     \$ 3,059 Auto Signature Software  
 \$3,000 for office supplies (paper, postage, envelopes) due to an estimated added count of 10,000 voters in FY 18-19.

**Necessity - Why is this decision package necessary and who will benefit from this decision package?**

Because we are adding voters at over 10,000 per year through the DMV Auto Registration, it is necessary to increase budget amounts to accommodate this increase to cover paper, ink envelopes, ballot printing, mailing costs and postage

# Marion County - Decision Packages

FY 2018-19 - Departmental Requested Stage

<b>Title:</b> Training for CS Admin Staff	<b>Fund:</b> General Fund (100)	<b>Priority:</b> 3
<b>Department:</b> Community Services	<b>Program:</b> CS Administration	<b>FTE:</b> 0.00

	FY 18-19 Budget
<b>RESOURCES</b>	
General Fund Transfers	4,200
<b>TOTAL RESOURCES</b>	<b>4,200</b>
<b>REQUIREMENTS</b>	
Materials and Services	
Miscellaneous	4,200
Total Materials and Services	4,200
<b>TOTAL REQUIREMENTS</b>	<b>4,200</b>

<b>Title:</b> Training for CS Admin Staff		
<b>Department:</b> Community Services	<b>Type:</b> Enhancement - Existing Activity	<b>Priority:</b> 3

**Resources - How will the decision package be funded? Will the funding continue in the future? If not, what other funding source is planned?**

General Fund.

**Requirements - Describe and justify the necessary requirements (personnel services, materials & services, capital acquisition, etc.). Will personnel positions be added? If so, are the positions regular or temporary?**

On-going training needs of current and future staff members are needed to support growth in performance and support professional development.

**Necessity - Why is this decision package necessary and who will benefit from this decision package?**

Availability to training is important to the departments so that staff members skills are maintained and diverse to address the various programs of the department. Funds will be used to support professional development for seven staff members.

**Other - Identify any other factors or information that the Budget Committee should consider.**

Three staff members are funded through lottery dollars, which includes training monies. The request supports equity in access to training.

# Marion County - Decision Packages

FY 2018-19 - Departmental Requested Stage

Temporary Staffing For CS Admin	<b>Fund:</b> General Fund (100)	<b>Priority:</b> 1
	<b>Program:</b> CS Administration	<b>FTE:</b> 0.00

	FY 18-19 Budget
<b>RESOURCES</b>	
General Fund Transfers	2,000
<b>TOTAL RESOURCES</b>	<b>2,000</b>
<b>REQUIREMENTS</b>	
Materials and Services	
Contracted Services	2,000
Total Materials and Services	2,000
<b>TOTAL REQUIREMENTS</b>	<b>2,000</b>

<b>Title:</b> Temporary Staffing For CS Admin		
<b>Department:</b> Community Services	<b>Type:</b> New Activity	<b>Priority:</b> 1

**Resources - How will the decision package be funded? Will the funding continue in the future? If not, what other funding source is planned?**

The decision package will be funded by the General Fund.

**Requirements - Describe and justify the necessary requirements (personnel services, materials & services, capital acquisition, etc.). Will personnel positions be added? If so, are the positions regular or temporary?**

This request is for temporary office staffing in the CS Administration program.

**Necessity - Why is this decision package necessary and who will benefit from this decision package?**

The CS Administration program does not have excess capacity to backfill employees who are on leave or who are taking on special projects or assignments. In prior fiscal years, temporary employees have been contracted through staffing agencies to help with managing events, the fair, filing, and other office supports.

**Other - Identify any other factors or information that the Budget Committee should consider.**

N/A



# Marion County - Decision Packages

FY 2018-19 - Departmental Requested Stage

<b>Title:</b> J-Wrap Expansion	<b>Fund:</b> Health and Human Services (190)	<b>Priority:</b> 2
<b>Department:</b> Health and Human Services	<b>Program:</b> Intensive Svcs and Supports	<b>FTE:</b> 1.00

	FY 18-19 Budget
<b>RESOURCES</b>	
General Fund Transfers	85,047
<b>TOTAL RESOURCES</b>	<b>85,047</b>
<b>REQUIREMENTS</b>	
Personnel Services	
Salaries and Wages	50,542
Fringe Benefits	34,505
Total Personnel Services	85,047
<b>TOTAL REQUIREMENTS</b>	<b>85,047</b>

<b>Title:</b> J-Wrap Expansion		
<b>Department:</b> Health and Human Services	<b>Type:</b> Enhancement - Existing Activity	<b>Priority:</b> 2

**Resources - How will the decision package be funded? Will the funding continue in the future? If not, what other funding source is planned?**

County General Fund is the only revenue source for this project. This request is for the J-Wrap program, a program funded with County General Fund as youth served do not have OHP or other insurance coverage while they are in detention.

**Requirements - Describe and justify the necessary requirements (personnel services, materials & services, capital acquisition, etc.). Will personnel positions be added? If so, are the positions regular or temporary?**

The development of J-Wrap came as a direct result of a series of meetings with the Juvenile Department beginning in the spring of 2014. Over the last 4 years the two departments have worked together to develop and expand the array of supports and services available to youth served by the Juvenile Department who have mental health needs.

This year the collaboration has included the courts, the District Attorneys office and the juvenile court judges, and the Health and Human Services Developmental Disabilities Program. The collaboration is requesting a new position that will focus on leading research and implementation efforts to further improve collaborative efforts, increase efficiencies and improve outcomes. This request supports a Program Coordinator 2 position that is intended to work on the J-Wrap project for 2 years.

**Necessity - Why is this decision package necessary and who will benefit from this decision package?**

As collaboration between the Health Department and Juvenile Department has improved over the last 4 years the core leadership of the departments has identified the need to further expand our efforts to provide a greater impact to youth and families in Marion County and the System of Care as a whole. To date our efforts have targeted addressing youth in crisis who touch our two systems. This initiative will allow us to develop a cross department collaboration that will focus on two areas: early intervention and potential diversion from juvenile justice involvement for youth impacted by mental health and developmental disabilities and improved collaboration and care coordination for youth at the top of the pyramid who are touching all these systems.

Leadership of these programs is ready to take the next step to develop a more comprehensive plan to address the needs of multi-system youth. The Health Department and Juvenile Department are proposing the development of a new position, a Program Coordinator 2, who will work with data analytic staff to develop a clear picture of the needs of these youth, mine resources, research best practices in Oregon and across the country, interview staff and administrators across all the domains including the court system and other child serving entities, i.e. Child Welfare, convene a core steering committee to meet regularly to evaluate progress, assess proposals and ultimately decide on a course of action for the departments. The role of the core steering committee will be to vet and consider proposed options and to evaluate based on each departments needs, capacities and funding options. Leadership thinks that an MDT (multi-disciplinary team) model may be effective but need a staff person with dedicated time to research all the promising practices and evidence-based programs to guide the departments to develop the most effective and efficient collaborative program that also meets our cultural needs and values as organizations.

**Other - Identify any other factors or information that the Budget Committee should consider.**

The collaboration between these two departments has been very successful and has greatly improved both the services and supports available to vulnerable youth and has given more confidence to Juvenile Department staff in understanding the mental health system. The two departments are well poised to move the collaboration to the next level.

# Marion County - Decision Packages

FY 2018-19 - Departmental Requested Stage

<b>Title:</b> Housing Services and Supports	<b>Fund:</b> Health and Human Services (190)	<b>Priority:</b> 3
<b>Department:</b> Health and Human Services	<b>Program:</b> Residential and Support Svcs	<b>FTE:</b> 1.00

	FY 18-19 Budget
<b>RESOURCES</b>	
General Fund Transfers	104,471
<b>TOTAL RESOURCES</b>	<b>104,471</b>
<b>REQUIREMENTS</b>	
Personnel Services	
Salaries and Wages	42,646
Fringe Benefits	31,825
Total Personnel Services	74,471
Materials and Services	
Contracted Services	30,000
Total Materials and Services	30,000
<b>TOTAL REQUIREMENTS</b>	<b>104,471</b>

<b>Title:</b> Housing Services and Supports		
<b>Department:</b> Health and Human Services	<b>Type:</b> New Activity	<b>Priority:</b> 3

**Resources - How will the decision package be funded? Will the funding continue in the future? If not, what other funding source is planned?**

County General Fund is the only revenue source for this project. This funding will enhance the departments housing services and will support all programs across the department.

**Requirements - Describe and justify the necessary requirements (personnel services, materials & services, capital acquisition, etc.). Will personnel positions be added? If so, are the positions regular or temporary?**

The Health and Human Services Department has been providing housing services for more than a decade and we have learned that individuals experience the greatest degree of success with housing when they have the support of a peer in addition to case management and skills training services. Currently only individuals with a serious mental health condition are eligible for our housing program. This expansion would allow staff to support individuals and families served by any program in the department who are in need of housing.

This request also includes \$30,000 to assist with barrier removal to allow individuals to secure leases. In our rental assistance and youth rental assistance programs funds for barrier removal have been critical in this highly competitive housing market to convince property owners to enter into lease agreements with the individuals we serve. These funds are used for things like rental applications, paying old utility bills in order to get new service and deposits including first/last month rent assistance for individuals.

**Necessity - Why is this decision package necessary and who will benefit from this decision package?**

In recent years the focus of behavioral health care has begun to shift to the social determinants of health in an effort to support the individual as a whole, across a multitude of domains. Housing stability is an important social determinant and is a key indicator in areas like child development, and mental health and physical health wellness. We have learned that housing stability is critical before progress can be made in other areas of health and wellness.

**Other - Identify any other factors or information that the Budget Committee should consider.**

This expansion to our housing program would allow the department to support an additional 20 to 30 individuals or families each year.

# Marion County - Decision Packages

FY 2018-19 - Departmental Requested Stage

<b>Title:</b> Public Health Emergency Preparedness	<b>Fund:</b> Health and Human Services (190)	<b>Priority:</b> 4
<b>Department:</b> Health and Human Services	<b>Program:</b> Emergency Preparedness	<b>FTE:</b> 1.00

	FY 18-19 Budget
<b>RESOURCES</b>	
General Fund Transfers	82,896
<b>TOTAL RESOURCES</b>	<b>82,896</b>
<b>REQUIREMENTS</b>	
Personnel Services	
Salaries and Wages	48,937
Fringe Benefits	33,959
Total Personnel Services	82,896
<b>TOTAL REQUIREMENTS</b>	<b>82,896</b>

<b>Title:</b> Public Health Emergency Preparedness		
<b>Department:</b> Health and Human Services	<b>Type:</b> Enhancement - Existing Activity	<b>Priority:</b> 4

**Resources - How will the decision package be funded? Will the funding continue in the future? If not, what other funding source is planned?**

County General Fund is required to support effective public health preparedness and response work to proactively protect the health and safety of Marion County residents through increased staff. The addition of one staff to the emergency preparedness team will provide staff capacity to expand public health preparedness beyond meeting the minimum requirements of Oregon Health Authority.

**Requirements - Describe and justify the necessary requirements (personnel services, materials & services, capital acquisition, etc.). Will personnel positions be added? If so, are the positions regular or temporary?**

A full time Health Educator 2 will need to be hired in order to advance the preparedness of Marion County to meet the health needs of the public in disaster. The materials and services include one-time start up costs such as a workstation and docking laptop computer, as well as other anticipated costs for supplies and other expenses.

**Necessity - Why is this decision package necessary and who will benefit from this decision package?**

The purpose of this new position is to increase capacity for the work needed to help ensure an effective County response to the public's health needs in disaster. Currently Marion County Health and Human Services (MCHHS) receives funding (federal through Oregon Health Authority) to pay for a 1.0 FTE position which is fully occupied with meeting basic Oregon Health Authority contractual requirements for policies/procedures, including two exercises annually, attendance at multiple meetings, participation in the region health care coalition, various reports and assessments, attendance at state conferences, etc. The position does not have capacity for also ensuring that all public health response functions are coordinated or exercised with Emergency Management or partners. In July 2017 a second position funded with behavioral health revenues was added to the program to work with behavioral health programs on meeting the new Centers for Medicare/Medicaid (CMS) requirements, for emergency planning, COOP and disaster service coordination and exercises. This second position continues to work with behavioral health programs towards fully meeting the CMS requirements, and in the next fiscal year, will begin outreach to the community behavioral health system.

As the County, we are responsible to plan for effective response to disasters, and Health and Human Services is the lead on Emergency Support Function 8 (ESF 8), a comprehensive, federally-defined list of capabilities intended to ensure residents receive needed care in disaster. Public Health also plays a support role for Emergency Support Functions regarding mass care, public information, food and water, and others. In many cases the response capabilities for these Emergency Support Functions are outside of MCHHS's capacity and/or expertise, and the needed planning and coordination must involve many entities, both public and private over which we have no jurisdiction. Consequently, the work takes intensive resources and is on-going. Current funding does not provide capacity for MCHHS to effectively and continuously work with community partners to plan for and test a coordinated health system response to respond to a community disaster. For example, during the past flu season the hospitals were taxed with lack of bed space and had not engaged with partners in pre-event planning to effectively preserve hospital beds for those who need them the most, an issue that would be magnified during a large disaster such as a Cascadia earthquake. Current funding is not adequate to continuously train and exercise staff in health response functions, including the staffing of the newly created ESF8 desk in the County Emergency Operations Center. Public Health has a lead role in helping to ensure these conversations happen before the disaster, and must ensure that staffs are adequately trained to provide essential and emergency response functions during a disaster or public health emergency. This work will require collaboration with Emergency Management and on-going outreach and meetings with partners, structured conversations to coordinate plans, and regular, progressively complex exercises to test plans and assumptions. To make progress on preparing the health system for disaster, additional public health staffs are needed.

Adding the requested position will enable Health and Human Services to implement a plan to engage health system and non-traditional

# Marion County - Decision Packages

FY 2018-19 - Departmental Requested Stage

partners, such as congregate living, transportation, primary care, ambulatory care, behavioral health, hospitals, surge staffing entities, ancillary support services such as lab. A coalition has been formed to begin initial conversations, and the new position will engage in a robust outreach program to build relationships, get partners to the table and reach agreement on a coordinated response. This work will be done in coordination with Marion County Emergency Management which has a key role in providing supports to health system response, for example through the Medical Reserve Corps and planning to meet logistical need through the Emergency Operations Center.

**Other - Identify any other factors or information that the Budget Committee should consider.**

Response to disaster always begins at the local level. While MCHHS and Marion County Emergency Management have participated in the Oregon Health Authority run Health Care Coalition for Region 2 (Marion, Polk, Linn, Lincoln, Benton, Yamhill) for more than ten years, the coalition has not been effective at drilling down to response at the county level, and has not included health system members beyond hospitals and emergency medical services. It is clear that Marion County must invest in this work to achieve the best possible outcomes in disaster.