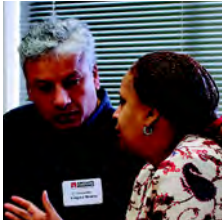
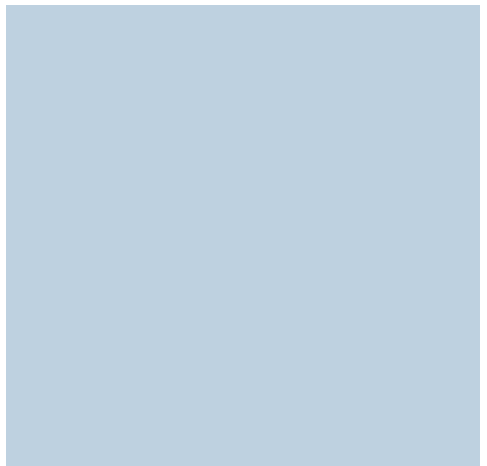


Proposed Budget Summary



*Working with you and
for you for an inclusive,
sustainable future.*



FISCAL YEAR
2019
2020

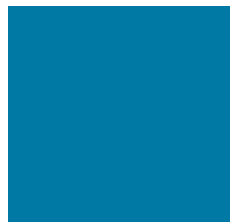


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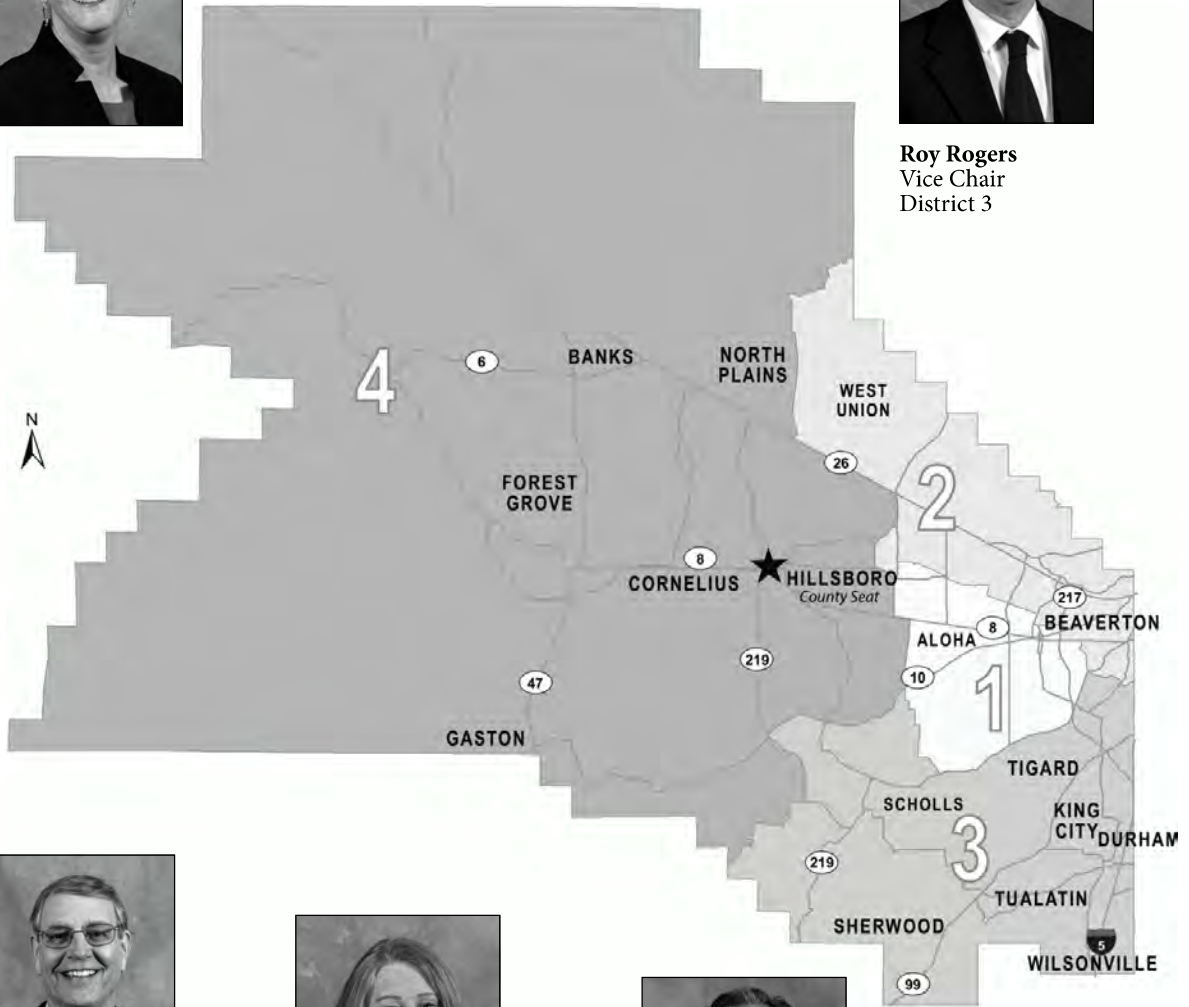
Commissioner Districts



Kathryn Harrington
Board Chair
Commissioner at Large



Roy Rogers
Vice Chair
District 3



Dick Schouten
District 1



Pam Treece
District 2



Jerry Willey
District 4

Budget Committees

WASHINGTON COUNTY SERVICE DISTRICT FOR LIGHTING NO. 1

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

Lay Budget Committee Members
Mark Bauer
Leroy Bentley
James Knowlton
Rachael Twitty
K S Venkatraman

ENHANCED SHERIFF'S PATROL DISTRICT URBAN ROAD MAINTENANCE DISTRICT

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

Lay Budget Committee Members
Leroy Bentley
Karen Bolin
Daniel Hauser
Anthony Mills
Donna Tyner

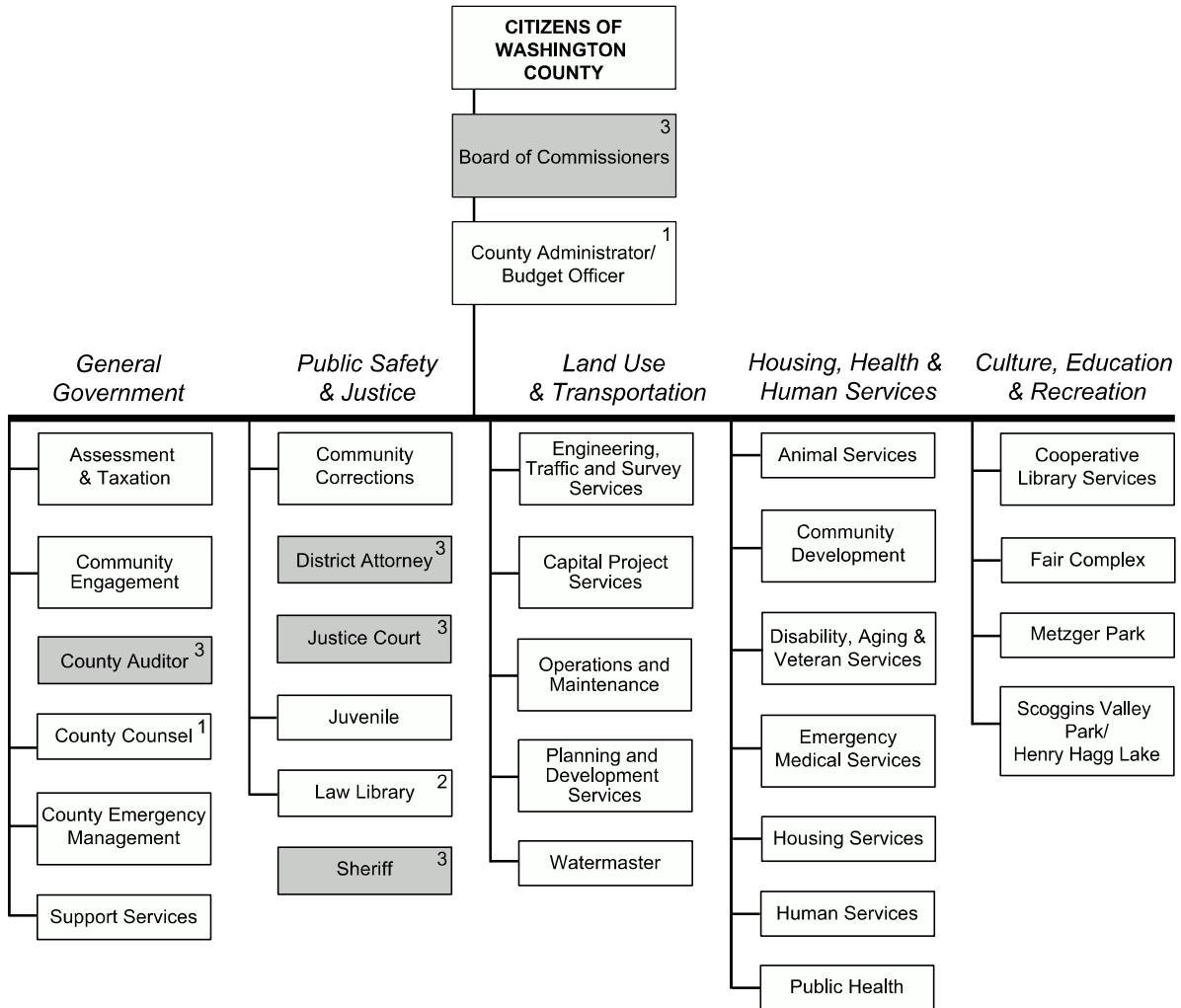
NORTH BETHANY COUNTY SERVICE DISTRICT FOR ROADS

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

Lay Budget Committee Member
Tosin Abiodun
Murali Balan
Sarah Beachy
Rick Mallette
Daniel Reid

Budget Submitted By:
Robert P. Davis, County Administrator
May 2019

Organizational Chart



1. Appointed by County Commissioners

2. Appointed by Circuit Court

3. Gray boxes denote elected positions

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

Budget Message

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

Your Washington County government is represented by a collection of, capable, committed and diverse public employees, volunteers and contractors working in partnership on the behalf our community. We understand and accept the sacred responsibility of maintaining relevance to the communities we serve, interpreting public interest, and maintaining public trust by providing quality and accessible services to all. We strive to serve everyone in the community and commit to the following mission statement from the County's strategic plan:

Our mission is to provide excellent and cost-effective services that support healthy, peaceful, safe and sustainable communities, and encourage meaningful participation in community activities and county governance.

We are one of many organizations contributing to the programs, services and infrastructure that makes our communities thrive. We recognize that healthy, peaceful, safe and sustainable communities are built, maintained, and improved through partnerships, relationships, forward planning, innovation and prudent fiscal management. Every resource and asset outlined in this proposed budget is intended to support this mission.

Maintaining and preserving the public's trust in our activities and services is critical to our success. With a population of nearly 610,000 residents, the stakes are high. The depth and breadth of our mission and legal authority, in one way or another, touches every individual and family in Washington County. How we use the public resources outlined in this proposed budget is essential to honoring the confidence our community places in us.

Here are some of the factors shaping the proposed budget this year.

Growth and Demographics

As the second largest county in Oregon, population growth remains a theme in almost every line of service, although the annual rate of population growth has cooled slightly, from 2.1% in 2017 to 1.7% in 2018 according to the Portland State University Population Research Center. This rate of growth translated into an estimated 10,420 new individuals in 2018, more new residents than in any other Oregon county.

Within this population is a dynamic, diverse community. According to the U.S. Census Bureau's American Community Survey for 2017, Washington County continues to be the home of the largest Hispanic/Latino community in Oregon with 99,000 people or 16.8% of our overall population. The largest percentage (10.9%) of Asians or Pacific Islanders in Oregon also resides in Washington County. Our population continues to become older over time, with the median age increasing to 36.9 years old in 2018, up from 36.6 in 2017; however, we remain the youngest county in the Portland metro region and among the most youthful in Oregon. Finally, the variety of national origins (one in six were born outside

Budget Message

of the United States) and the use of language (one in four speak a language other than English at home) also contributes to the rich diversity of our community.

Disparities among racial and ethnic groups are also part of the story regarding our community's rich diversity. Disproportionate social and economic outcomes facing people of color such as poverty, lower education attainment, barriers to housing availability and others are documented in the Office of Community Development's most recent Consolidated Plan, the Department of Health and Human Service's 2017 Community Health Improvement Plan and other assessments. These studies mirror many of the findings in the 2018 report of the Coalition of Communities of Color report about Washington County titled "Leading with Race." Investments and strategies noted throughout this proposed budget are intended to address these disparities in keeping with our role to promote the public interest and preserve the trust of the *entire* community we serve.

Current Economic Environment

Population growth and demographic diversity have long been associated with the wide array of private-sector employers contributing to the Washington County economy. Well-paying industries such as high-technology manufacturing and corporate and business management have been historically strong sectors in the local labor market, attracting talent from every corner of the globe. In 2018, Washington County's annual average wage of \$70,308 was significantly ahead of the statewide average of \$53,053, according to the Oregon Employment Department. This combination of factors helps to explain how Washington County's labor market, which supports 15% of Oregon's jobs, has come to contribute 20% of all the wages earned in the state.

From this foundation, the future of the Washington County economy is encouraging. Post-recession job growth continues to pull Washington County's unemployment rate of 3.7% below that of Oregon's 4.4% in the Oregon Employment Department's most recent data. From February 2018 to February 2019, a net total of 4,600 new jobs were created in the county, largely in the categories of manufacturing, construction, retail and education and health services. Although slightly less than the 4,900 new jobs reported for the prior 12-month period, this is still a significant contribution.

Strains of Growth

Slow but steady economic recovery since the years following the 2007-2009 recession belies pressure on the community, particularly in the realm of housing. One measure of this need is based on whether a family must pay more than 30 percent of their household income on housing costs alone. This measure of cost-burdened households worsened dramatically just as the economy was recovering from the recession and home values skyrocketed throughout the West Coast. In 2014, as the national housing crisis was in full effect, about 75,000 Washington County residents – 37% of all housing units in the county – fell into this cost-burdened category. By 2017 (the latest available data from the U.S. Census Bureau), these numbers fell to about 70,000 cost-burdened households, or about 32 percent of all housing units.

Budget Message

A job-rich economy and a slightly cooling housing market no doubt contributed to this change, but the supply of new affordable housing units is still far below the demand. According to the Office of Community Development's most recent Consolidated Plan and other assessments, at least another 14,000 affordable housing units are needed to address the affordability gap in our community, especially for those falling below the median income for our area.

The impact of continued housing unaffordability reaches throughout the community, including the ability to foster growth of middle- and lower-wage-earning jobs. Absent increases in affordable housing supply, people in these important parts of our labor market – such as education, health care, transportation, leisure and hospitality, etc. – may struggle to find housing close to their workplaces. The result can be additional strain on these families and on our transportation and other publicly supported systems as commuting distances extend farther and farther from job sites.

Of course, the most extreme impact of housing scarcity is homelessness. Data from our annual “point-in-time” counts shows progress, with overall homelessness nudging downward since 2013. Nevertheless, chronic homelessness continues to be a concern, with increased numbers in this category for a fifth year in a row (166 chronically homeless people reported in 2018, as compared to 77 people in 2013).

Financial Outlook

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

On the positive side, countywide assessed value increases have averaged just over 4% for the last 10 years, bolstering property tax revenue for the County even as fee-for-service and other categories of revenue fluctuated during this period. General Fund property taxes increase by \$5.6 million in the proposed budget. This single source, \$144.6 million, represents 64% of the County's overall discretionary revenue. The County's three active Strategic Investment Program (SIP) agreements are estimated to contribute an additional \$5.86 million in discretionary revenue compared with the prior fiscal year for a total of \$37.4 million. SIP revenues represent approximately 16% of discretionary revenue. Current year property tax collections and SIP revenues combined represent approximately 80% of total discretionary revenues.

Fees and taxes associated with real estate transactions are also trending upwards, with roughly \$825,000 additional funds for the next fiscal year. Finally, the County continues to benefit from high bond ratings, including Moody's Investors Service top grade of “Aaa” assigned in 2017 as County general obligation debt was issued to implement the voter-approved Emergency Communications Bond Measure for a new 9-1-1 dispatch center and improvements to radio equipment. Moody's noted the County's strong tax base, relatively low level of debt and strong fiscal management as underpinnings for awarding its top rating.

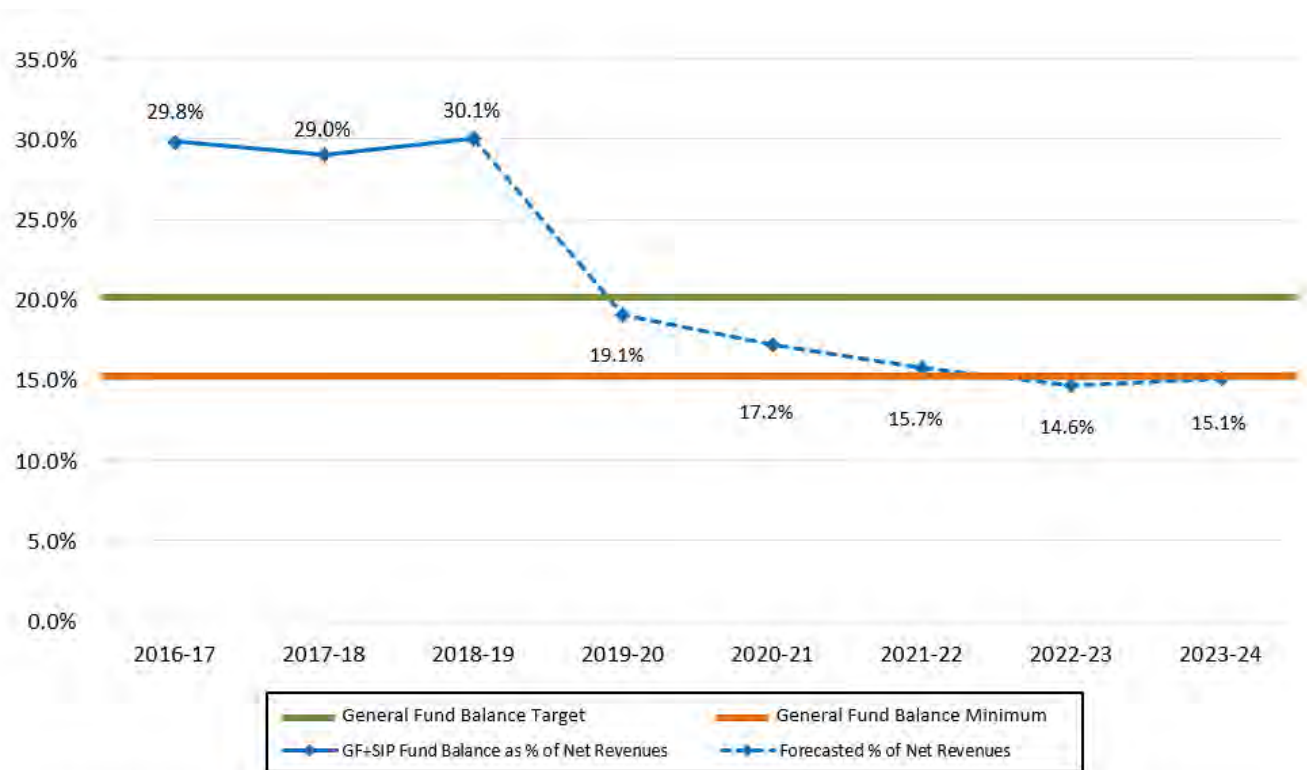
In terms of challenges, the County is navigating similar waters as other public agencies in Oregon. With respect to retirement costs, the December 2017 Public Employees Retirement System (PERS) actuarial

Budget Message

report indicates a \$9 million increase in County costs for the next fiscal year. Health insurance premium increases are resulting in a 7% increase in costs in the proposed budget, or about \$2.2 million. Every five years, the County tests the support among the voters for renewing County funding measures for public safety and library services. These two local option levies represent a significant portion of overall funding for their service areas, 16% percent for the Public Safety Levy and 33% for the Library Levy. Finally, fiscal prudence requires us to use the resource-rich fiscal environment of today in anticipation of the inevitable downturn in our economy and fiscal position in the future.

The proposed budget attempts to carefully strike this balance between spending and saving. Through Board policy, the County strives to maintain a General Fund reserve that is a minimum of 15%, with a target of 20%, of net General Fund revenues. General Fund reserve amounts are shown over a five-year projection in the chart below, keeping in mind that prudent fiscal management will bring projected reserve amounts into compliance with reserve targets over the forecast period.

General Fund Reserves



The Board policy is to maintain an ending fund balance that is a minimum of 15% of net revenues with a goal of 20% of net revenues

To maintain current services and service levels within the General Fund, the proposed budget includes approximately \$21.8 million of “base” expenses related primarily to salaries, retirement benefits and health care. Funding above this level is considered “plus.” “Plus” adjustments total \$15.3 million and include \$8.2 million to partially fund a \$15 million PERS side account to help address related costs; \$3 million in additional General Fund resources for affordable housing (for a total of \$4 million when

Budget Message

combining “base” and “plus” amounts); and \$2 million for Board of Commissioner priorities. Other “plus” investments reflect staffing adjustments in several General Fund service areas. The General Fund budget narratives includes a summary of “base” and “plus” expenses by organization unit.

Expenditure Overview

The theme to the proposed budget is to provide long-term financial stability, while strategically directing new investments to Board priorities. Within this context, managed growth is reflected in terms of the additional recommended staffing resources and the expanded facilities, systems and other supports that enable their success.

Across all of the funds in the proposed budget, the addition of several new full-time equivalent (FTE) positions are recommended in addition to those added as part of the modified budget for fiscal year 2018-19. A summary of new positions by functional area is shown in the following chart:

Functional Area	2018-19 Adopted	FTE change	2018-19 Modified	FTE change	2019-20 Proposed
General Government	372.05	6.25	378.30	18.95	397.25
Public Safety & Justice	946.45	3.95	950.40	33.10	983.50
Land Use & Transportation	338.57	3.00	341.57	3.59	345.16
Housing, Health & Human Services	369.05	8.25	377.30	22.00	399.30
Culture, Education & Recreation	57.35	-	57.35	5.80	63.15
Totals	2,083.47	21.45	2,104.92	83.44	2,188.36

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

- General Government** – The proposed new positions (18.95 FTE) are primarily concentrated in the Department of Support Services (13.45 FTE), particularly in the Facilities and Parks Services (2.20 FTE), Information Technology Services (2.75 FTE), Fleet Services (4.00 FTE), Finance (1.00 FTE) and Support Services Administration (3.50 FTE). Acting together, the Department of Support Services continues to address key initiatives vital to departments and offices providing services to the public. These include 1) corporate space planning and building design features; 2) equity, inclusion and diversity and workplace culture; 3) employee training and development; 4) compensation and classification management; 5) technology integration and training; and 6) other areas of support to departments.

Additional positions are also budgeted for the core county services provided by the Department of Assessment and Taxation (3.50 FTE) to keep pace with growing residential and industrial

Budget Message

development; County Auditor (1.00 FTE) for an additional Performance Auditor; and Community Engagement (1.00 FTE) for staff in support of County equity, inclusion and diversity initiatives.

- Public Safety & Justice – The proposed new positions (33.10 FTE) include the Sheriff’s Office (23.00 FTE); District Attorney’s Office (6.10 FTE); Juvenile (3.15 FTE); and Community Corrections (2.00 FTE). The funding sources primarily include General Fund (15.60 FTE), Local Option Levy (11.50 FTE) and District Patrol (3.00 FTE).

The Sheriff’s Office is a pivotal partner in providing community safety and emergency response. The proposed budget includes investments in: 1) Jail (7.25 FTE); 2) Patrol/Detectives (8.00 FTE); and 3) Administration-Training (7.75 FTE). The Washington County Jail is the only centralized facility providing short-term incarceration services for all law enforcement agencies operating in our community. This critical service requires multiple shifts of Jail Deputies and Technicians to ensure operations 24 hours a day, seven days per week. Use of overtime can be an effective way of covering peaks in service demand without the cost of additional personnel. On the other hand, too much reliance on overtime can prompt greater sick time usage, increased workplace injuries and compromise job satisfaction and work-life balance. The Sheriff’s Office and County Administrative Office continue to evaluate staffing levels and strategies to reduce the number of vacancies and to optimize recruitment/retention. The Patrol positions primarily address population growth, including an additional deputy funded by the City of Cornelius. The training positions are tied to staffing the new Public Safety Training Center (PSTC).

The District Attorney has requested an additional 6.10 FTE to support the use of electronic media, Grand Jury recordation requirements and support to the Veterans Treatment Court. The Juvenile Department includes 3.15 FTE to improve custody services, court support, community outreach and administrative support to the department leadership team. Corrections adds 2.00 FTE to address growth in cases/workload.

- Land Use & Transportation – The proposed new positions (3.59 FTE) are reflected primarily in Engineering Services (1.95 FTE) and Capital Project Management (1.00 FTE). These changes include the decision to separate the Capital Projects and Engineering into two separate divisions with a designated manager for each. In addition, the Engineering Services budget includes a Geographic Information System (GIS) Technician position.
- Housing, Health & Human Services –The proposed new positions (22.00 FTE) include 8.00 FTE in Developmental Disabilities to address growing caseloads and service coordination; 4.84 FTE in Human Services to augment Mental Health and children’s human services staff; 4.15 FTE in Public Health primarily related to Solid Waste & Recycling (3.00 FTE) and the Medical Examiner’s Office (1.00 FTE); 3.00 FTE in Housing Services to support the Regional Affordable Housing Bond; 2.00 FTE in Aging Services for grant related work; 1.00 FTE in Community Development Block Grant; 0.65 FTE in Emergency Medical Services; and other minor adjustments between organization units.

Budget Message

- Culture, Education & Recreation - The proposed new positions (5.80 FTE) include 4.00 FTE for the Washington County Fair Complex; 1.00 FTE for a Parks Groundskeeper; 1.00 FTE for a Washington County Cooperative Library Services (WCCLS) Library Assistant; and other minor adjustments.

Identifying the need for these new positions underscores the ongoing work of positioning Washington County as a competitive recruiter and retainer of talented, highly qualified employees. Our organization prides itself on maintaining wages and traditional benefits as close to the median as possible of our peer organizations. Including a 3.5% cost-of-living adjustment in the proposed budget, based on the consumer price index-West Coast annual average, is part of maintaining this competitiveness.

Current and New Initiatives Shaping the Future

County investments in services and infrastructure have been ongoing across multiple budget cycles, including this proposed budget. Investments include:

- Equity, Inclusion and Diversity (EID) – The Board of Commissioners has identified equity, inclusion and diversity as a top priority for the Washington County organization. Our goal is to forge this recognition and understanding within our organization and with the community we serve, as a matter of promoting the public interest and preserving public trust. Racial equity is a long-held County value and the focus of a recent organization-wide effort developed through an ad hoc committee. This group recommended a “Leading with Race” framework for EID planning, organization-wide representation through a EID Committee and program development with an initial internal focus on 1) employee recruitment, 2) employee retention and 3) purchasing practices. The Board adopted these recommendations earlier this year and called for the creation of a comprehensive EID plan involving the broader community. EID-related investments are found throughout the proposed budget, including:
 - *Community Engagement* – The addition of 1.00 FTE Program Coordinator to address equity priorities, \$40,000 in additional funds to double the County’s financial commitment to the Civic Leaders and Capacity Building Project to foster better understanding of and increased participation with County government among historically under-represented communities and \$3,500 additional resources to help develop and implement the County’s Limited English Assistance Plan (LEAP).
 - *Health & Human Services* – An additional \$47,000 for strategic planning work including EID and Trauma-Informed Care initiatives.
 - *Support Services, Administration* – The addition of 3.50 FTE, including an Assistant Director, Management Analyst and Communications Coordinator, to serve the entire Support Services Department and a half-time Program Specialist dedicated to the Sustainability Program. This investment would add to the department’s capacity to advance strategic priorities including EID.

Budget Message

- *Support Services, Human Resources* – Continuing with mid-year adjustments to the FY 2018-19 budget totaling \$403,000 for 3.00 FTE dedicated to recruitment, outreach and classification/compensation management. Contract resources are also included to fund a wage equity study, sexual harassment training and other training offerings.
- *Support Services, Purchasing* – Investment of \$10,550 to enhance community outreach to women and minority-owned businesses, including participation in community events and trade shows.
- Affordable Housing – The proposed budget would allow the County to expand its practice of directing discretionary dollars toward growing the supply of affordable housing. A total of \$4 million is identified in FY 2019-20 as part of a new organization unit called Affordable Housing Development Support. These resources are derived from continuing the \$1 million level of commitment budgeted in the Housing Opportunity Fund and \$3 million in additional General Fund support. These resources could be used for low-income housing services or in combination with other resources to plan, design and construct affordable housing in Washington County. Current projects at different points in the development continuum would total 275 additional units.

The passage of Metro’s Regional Affordable Housing Bond Measure in 2018 brings the goal of 1,316 additional units to Washington County over the next five years. These regionally funded units must serve households with 80% or less of the median income, in compliance with the terms of the voter-approved measure. The resources in the Affordable Housing Development Support organization unit budget would provide the County with flexibility in implementing Washington County’s portion of the Regional Affordable Housing Bond Measure. By working cooperatively with Metro and the cities of Beaverton and Hillsboro, we are optimistic that the promise of the Regional Affordable Housing Bond Measure can become a reality for families and individuals throughout the community.

- Accessibility and Transparency – Maintaining public trust in government is increasingly a matter of adopting and effectively using both established and emerging technology. The proposed budget includes a range of technological improvements and system maintenance, some visible to the public and some not, but all designed to support the County’s mission and services. Investments in the proposed budget include:
 - The addition of 2.75 FTE to the Information Technology Services Division of Support Services. These positions include 1.00 FTE Business Analyst to strengthen the division’s ability to meet departmental business needs; 0.75 FTE Client Services Technician to add capacity to support users organization-wide and 1.00 FTE Web System Administrator to assist with a planned redesign and migration of the County website from its current architecture to one that is easier to navigate and more mobile-device friendly.

Budget Message

- An increased investment of \$626,713 for software application licenses that support core County services such as the new property tax system, purchasing/contracting and land use and building permitting. Part of this increase includes licensing for a “cloud-based” public records request tracking system to improve customer service and efficiency and to make the County more accessible.
- ITS Capital Projects investment increases by \$648,998 to provide equipment and hardware supporting core services such as the new property tax system, jail management system, Disaster Recovery Data Center and organization-wide network infrastructure. Other capital expenses would aid in maintaining government transparency. These include expansion of data visualization and data analysis solutions and enhancement of the process flow and records retention capabilities attainable through expanded use of document management systems and hardware to support a new website content management system.
- Seismic Strengthening – Completion of earthquake retrofitting and waterproofing of the Charles D. Cameron Public Services Building (PSB) is anticipated during the current fiscal year, clearing the way for the Walnut Street Center (WSC) to become the County’s next retrofitting project. The WSC hosts Fleet Services, Emergency Management and Land Use and Transportation’s transportation improvement and road maintenance functions. As part of a Board-approved spending plan, Gain Share funds totaling \$3 million have been allocated over two fiscal years (FY 2018-19 and FY 2019-20) to initiate the design and engineering for the WSC retrofit. Once the WSC is completed, nearly half of the County’s owned square footage will have been strengthened for the effects of a major earthquake. Discussions about the next wave of retrofitting have focused on the County Courthouse and surrounding buildings.
- Sustainability – Through the coordinated work of the County’s Sustainability Program, the County organization has exceeded its goals for the year 2020 in the areas of building energy usage, water conservation and fleet fuel reduction. In addition to lowering the organization’s carbon footprint, these sustainable practices have resulted in inflation-adjusted cost savings of \$505,874 for our combined electricity and natural gas usage and \$562,799 for fuel usage when compared to the base year of measurement in 2008. In addition to the 0.50 FTE Program Specialist mentioned earlier, investments contemplated in the proposed budget include expanded education, training and outreach resources identified throughout the departmental requests. From a facilities standpoint, the new Public Safety Training Center, Event Center and 9-1-1 dispatch center will each include solar arrays to offset additional electricity costs, thereby joining the PSB as solar-enabled buildings.
- Space and Facilities Planning – With respect to office space, just over 90,000 square feet of permanent and long-term-leased capacity will have been brought online during FY 2019-20. Most of this new office space is comprised of the 71,500-square-foot Blanton property in Aloha recently purchased from Tualatin Valley Fire and Rescue (TVF&R). Funding for the purchase came from a

Budget Message

combination of General Fund and a portion of the premium earned from the sale of bonds approved by voters in 2016 to improve the Emergency Communications System Bond Measure. The offices of the Health and Human Services' Administration; Children, Youth and Families; and Public Health Division are all currently in this facility, with a long-term goal of re-positioning Sheriff's Office Patrol and other law enforcement services to this location. The remaining 18,500-square-foot share of the County's new office space capacity comes as a result of a long-term lease for the SunTech Corporate Park property on Aloclek Drive in northeastern Hillsboro. Planning is underway to move the Elections Office from its current location along Murray Boulevard to this new location in time for the 2020 primary and general elections. The space left by the Elections Office at the Murray site, called Service Center East, would then house offices for Health and Human Services.

Special-use spaces include:

- *Public Safety Training Center* – Tenant improvements have been completed for this 103,000-square-foot, state-of-the-art training center designed to support law enforcement agencies throughout Washington County. This existing facility in southwestern Hillsboro was purchased to provide the Sheriff's Office with realistic, scenario-driven training venues for both patrol and jail personnel, two shooting ranges and outdoor space for vehicle operations training. Full-faith and credit financing (General Fund) and special funds appropriated in prior fiscal years contributed to this project.
- *Emergency Communications Center* – Washington County serves as the fiscal agent dispersing funds generated by the 2016 voter-approved bond measure to improve the countywide emergency communications system. In addition to radios, towers and other equipment, the bond is supporting the construction of a new headquarters for our 9-1-1 dispatch center designed to withstand the effects of a major earthquake. Construction of the new building is anticipated by the end of the second quarter in FY 2020-21.
- *Event Center* – Pre-construction work has begun at the site of this new, long-anticipated facility in the southeast corner of the Fair Complex in Hillsboro. This 89,000-square-foot event, exhibition and conference center will fulfill the recommendations made in 2007 by the Fairgrounds Revitalization Task Force, an advisory body appointed by the Board to incorporate the views of the Fair Board, fairgrounds users, nearby property owners, the City of Hillsboro and other stakeholders. The Event Center is intended to support the annual County Fair, but also provide year-round opportunities to host many other types of community events and activities. Completion of the Event Center is planned to coincide with the annual County Fair event in the summer of 2020. Capital funding for the Event Center comes from Gain Share and Transient Lodging Tax revenue, along with resources from the City of Hillsboro and the Washington County Visitors Association.
- *Fair Complex Master Plan Update* – Improvements and long-term plans for the remaining campus of the Fair Complex are also under consideration through a public process led by the

Budget Message

Fairgrounds Advisory Committee (FAC), a Board-appointed group with stakeholder representation similar to the 2007 Fairgrounds Revitalization Task Force. Through online polling and other forms of community engagement, the FAC has focused on the same vision as the original Task Force of holding true to the rich agricultural heritage represented by the County Fair event and grounds, but also developing and revitalizing facilities to provide flexibility for future uses. The next round of public input will focus on concept designs over multi-year phases. Recommendations from the FAC are anticipated in the summer of 2019.

- *Organization-wide Space Planning* – Facilities and Parks staff will be working with the Board of Commissioners in coming months to provide an overview of space needs and revisit criteria used to address these needs. The Facilities Capital Projects budget for the proposed budget includes \$100,000 to support this space planning process, which will then inform a criminal justice system master planning effort anticipated to begin in earnest in the third quarter of fiscal year 2019-20.
- PERS Unfunded Liability/Creation of a PERS Side Account – The proposed budget includes \$15 million set aside for the formation of a PERS side account. The account is funded by a \$6.8 million contribution from the PERS Stabilization Fund and an \$8.2 million transfer from the General Fund. The side account is a means to partially offset future PERS rates through higher returns on investments. Based on a PERS calculator, this level of investment may provide cumulative rate relief of nearly \$26 million through the 2035-2037 biennium.
- Other Board of Commissioner Priorities – The proposed budget includes \$2 million for Board of Commissioner priorities that, depending on timing, may be determined through the fiscal year 2019-20 budget process or a supplemental budget process.

The Fiscal Year 2019-20 Proposed Budget

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

The following table summarizes the proposed budget and compares to the fiscal year 2018-19 adopted and modified budgets.

Budget Message

WASHINGTON COUNTY							
2018-19 Modified Budget Compared To 2019-20 Proposed Budget							
Description	Adopted	Modified	Proposed	Change		% of Total	
	2018-19	2018-19	2019-20	\$	%		
General Government	\$ 66,593,613	66,593,613	75,324,738	8,731,125	13%	5%	
Public Safety & Justice	195,302,743	195,302,743	205,621,455	10,318,712	5%	15%	
Land Use & Transportation	124,119,357	124,119,357	134,035,361	9,916,004	8%	10%	
Housing, Health & Human Services	155,961,413	155,961,413	221,371,913	65,410,500	42%	16%	
Culture, Education & Recreation	56,950,290	56,950,290	61,676,432	4,726,142	8%	4%	
Non-Departmental	13,595,082	13,734,120	12,640,733	(1,093,387)	-8%	1%	
subtotal	612,522,498	612,661,536	710,670,632	98,009,096	16%	51%	
Capital	360,041,005	387,101,386	364,430,404	(22,670,982)	-6%	26%	
Non-Operating	279,158,437	281,332,490	327,387,028	46,054,538	16%	23%	
Totals	1,251,721,940	1,281,095,412	1,402,488,064	121,392,652	9%	100%	
General Fund	279,869,736	280,008,774	317,145,467	37,136,693	13%	23%	
Special Fund	971,852,204	1,001,086,638	1,085,342,597	84,255,959	8%	77%	
Totals \$	1,251,721,940	1,281,095,412	1,402,488,064	121,392,652	9%	100%	
General Fund	1,078.56	1,088.31	1,124.97	36.66	3%	51%	
Special Fund	1,004.91	1,016.61	1,063.39	46.78	5%	49%	
FTE's	2,083.47	2,104.92	2,188.36	83.44	4%	100%	

The proposed budget reflects an increase of \$121,392,652 (9%). This includes a \$37,136,693 (13%) increase in the General Fund and a \$84,255,959 (8%) increase in special funds. The total number of staff positions increases 83.44 (4%) full-time equivalent positions. Context for these changes can be found in the Trends and Initiatives section as well as narratives written for each organization unit.

In Closing

The relationship between community and organization is at the heart of our public purpose and mission to support healthy, peaceful, safe and sustainable communities. Our success in pursuing this mission, under the guidance and policy direction of the Board of Commissioners, is carried out through the talent and dedication of our 2,000 employees, all seeking to uphold the trust that the public places in us day and night. Our success is also dependent on the recognition that hundreds of mission-driven organizations share this honored relationship with our community, including city, special district, state, federal, non-profit and other partner organizations. Working collaboratively in pursuit of the public interest has been part of our strategic approach for nearly three decades, and this year's proposed budget is submitted in keeping with that approach. We thank the Board of Commissioners and Budget Committee and the directors, managers and other valued staff in our departments and offices for their help in shaping this budget and for their public service.

Respectfully submitted,

Robert Davis
County Administrator

Trends and Initiatives

General Topics

Economic Growth

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

General Fund Revenues

General Fund revenues are budgeted to increase approximately 13% as compared to 4% the previous year. The main drivers of this trend include increases in property taxes, real property transfer taxes, hotel/motel taxes, Strategic Investment Program (SIP) payments and recording fees.

General Fund Reserve

The General Fund reserve remains an essential element of the County's financial management strategy. The County's goal is to maintain a reserve that is a minimum of 15% and a target of 20% of annual discretionary net revenue. The ending fund balance as of June 30, 2019, is projected to be 30.1% of net discretionary revenue.

General Fund "Base" and "Plus" Expenses

To maintain current services and service levels within the General Fund, the proposed budget includes approximately \$21.8 million of "base" expense increases related to increase in salaries, retirement costs and health benefits. Funding above this level is considered "plus" expense and includes costs associated with new services and service levels. "Plus" expense increases total approximately \$15.3 million and include \$8.2 million to partially fund a \$15 million PERS side account; \$3 million in additional General Fund resources for Affordable Housing; and \$2 million for Board of Commissioner priorities. Other "plus" investments reflect staffing adjustments in several General Fund service areas. The General Fund budget narratives includes a summary of "base" and "plus" expenses by organization unit.

Bond Rating

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

Public Employee Retirement System (PERS)

Based on the December 2017 actuarial report, PERS rates are increasing approximately 28% effective July 2019. The impact is forecasted to be approximately \$9 million for fiscal year 2019-20 and is distributed roughly 50-50 between the General Fund and special funds. The Finance Division is recommending combining \$6.8 million from the PERS Stabilization Fund with \$8.2 million transfer from the General Fund, to support the creation of a \$15 million PERS side account. The earnings from this account may partially offset the impact of current and future rate adjustments. Based on a PERS calculator (updated in January 2019) this level of investment may provide projected PERS offset of \$1 million per year during the 2019-2021 biennium; growing to nearly \$1.9 million per year during the 2035-2037 biennium. During this same period (2019-2037) the cumulative rate reduction is estimated at nearly \$26 million.

Diversity, Equity and Inclusion

The County is committed to a comprehensive and engaging diversity, equity and inclusion (DEI) program. The proposed budget includes an emphasis on developing a DEI strategy/plan that encompasses internal and external goals and objectives while continuing and expanding current efforts and initiatives. Initial focus is on Human Resources, Purchasing and Community Engagement.

Compensation Adjustment for Non-represented Employees

The proposed budget includes a 3.5% cost-of-living adjustment (consumer price index-West Coast, annual average) for all employees except the Board of Commissioners and County Auditor whose salaries are set according to the voter-approved County Charter. Employees working under a collective bargaining agreement will be subject to the adjustments negotiated as part of their respective agreements. Cost of Living Adjustments (COLA) is considered a "base" expense for the General Fund.

Trends and Initiatives

Health Care

The proposed budget incorporates the negotiated premium adjustments for the plan year of January 1, 2019 thru January 1, 2020. This included a blended increase for Providence of roughly 10% and Kaiser 5%. Vision insurance premiums decreased 20% and ODS Dental increased 2.5% and Willamette Dental increased 8.9%.

Space and Facilities Planning

The Facilities and Parks Division continues to support a comprehensive space planning project. This project will include Board of Commissioner, department and broader stakeholder input and final approval by the Board of Commissioners. It will also inform a related, but separate process to update the Criminal Justice System Master Plan. Depending on the recommendations and outcomes of these processes, the Board of Commissioners will consider financing options, which may include a referral to voters for a General Obligation bond.

Seismic Resiliency of County Facilities

The County has completed seismic upgrades to the Law Enforcement Center (including the Emergency Operations Center) and the Public Services Building. The next building scheduled for a seismic retrofit is the Walnut Street Center, which houses Land Use and Transportation, Emergency Management, Watermaster and the Fleet Services Division. Design is scheduled for FY 2019-20, with construction commencing in FY 2020-21.

Public Safety Training Center

In 2015 the Board of Commissioners approved the purchase of 11.9 acres and a 77,000 square-foot warehouse for a Public Safety Training Center. Construction began in earnest in early 2018 and will conclude in May 2019. The facility includes two indoor shooting ranges, emergency vehicle driving course, classrooms, armory, mat rooms, and a simulated city and jail among other features. Fiscal Year 2019-20 is the first year of operations and maintenance of this new facility.

Housing Services

Through collaboration with public and private partnerships, particularly with the Housing Authority of Washington County (HAWC), the Housing Services Department is increasing the inventory of affordable housing throughout the county. Currently 275 affordable housing units are in the planning, design or construction phases, with more to be developed using the Metro Affordable Housing Bond Program. HAWC is a separate legal entity and is administered by Washington County through an intergovernmental agreement to implement housing activities and services. In addition to managing federal housing programs such as Section 8 certificate and voucher programs, family self-sufficiency programs and public housing, the Housing Services Department owns more than 600 affordable rental housing units, provides services for individuals and families who are homeless and creates more affordable housing programs to meet the needs of low-income families throughout Washington County. The proposed budget includes an addition of four full-time equivalent (FTE) positions to increase the number of affordable housing units in Washington County.

Washington County Thrives

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

OPERATING BUDGET

General Government

General Government includes expenses associated with governance and support functions. The proposed budget for General Government increases 8,731,125 (13%). The General Fund subsidy increases 966,108 (4%). The number of full-time equivalent (FTE) positions increase 18.95 (5%). Refer to the Summary Schedule tab for distribution of FTE by organization unit.

Trends and Initiatives

County Administrative Office (100-1510)

The proposed budget includes the mid-year 2018-19 addition of 3.00 FTE: Senior Staff Assistant, Staff Assistant and Administrative Assistant. The positions were added to address the evolving support requirements of the Board of Commissioners, senior executive staff and the business processes of the Board of Commissioners and County Administrative Office.

County Auditor (100-2510)

The proposed budget includes the addition of a 1.00 FTE Principal Performance Auditor. This position will enhance the capacity of the Auditor's Office to conduct complex audits, guide the work of staff auditors and support a quality and timely audit process.

Elections (100-3010)

The Elections Division will move to a new location during Fiscal Year 2019-20. This move was necessitated by the specialized equipment and space requirements of the elections process. The vacated space in Service Center East will be used by the Department of Health and Human Services.

Assessment & Taxation (100-3020)

The department is actively participating in the installation of a new assessment and taxation computer system. These efforts will continue throughout fiscal year 2019-20. The proposed budget includes the addition of 3.50 FTE to create better alignment with current workload needs while at the same time meeting the needs of the installation of the new tax system.

Community Engagement (100-3110)

This organization unit enters its third full year and, as in previous years, is supported by a combination of video lottery funds and County General Fund. It includes both general community engagement activities and support for the Community Participation Organization (CPO) Program. The CPO Program provides assistance to its active CPOs, is revitalizing several inactive CPOs and is creating new efficiencies in support of its volunteers. General community engagement activities focus on diversity, equity and inclusion (DEI) and include continued support for the Civic Leadership, support to County departments as they implement the Limited English Assistance Plan (LEAP) to fulfill compliance with the Title VI of the 1964 Civil Rights Act, implementation of digital online engagement tools for enhanced community engagement and support for County departments as they implement equity strategies. The proposed budget includes a new 1.00 FTE program coordinator position to address equity priorities.

Support Services Administration (100-3510)

The proposed budget includes the addition of 3.50 FTE, including: Assistant Director, Management Analyst II, Communications Coordinator and Program Specialist (0.50 FTE). The proposed additions are primarily due to a strategy to formalize and enhance the centralized management structure for the Department of Support Services. The Department has more than 300 employees in ten divisions/offices. As the County organization has grown and the demands and expectations have evolved the department requires additional management/leadership support to the Division Managers; capacity to perform complex analysis and project management; and to enhance communication and outreach to employees and other stakeholders. The additional 0.50 FTE Program Specialist will provide support to the County's sustainability efforts. These investments will position the Department of Support Services to respond to strategic priorities, including: diversity, equity and inclusion; Sustainability; Space Master Planning; Training/Development planning; and technology innovations.

Finance (100-3515)

The proposed budget includes the addition of a 1.00 FTE Financial Analyst. The position will enhance the Finance Division's ability to meet departmental needs, conduct research and generate reports and recommendations. The budget also includes a Portland State University Hatfield Fellow to assist with special projects.

Trends and Initiatives

Human Resources (100-3520)

The proposed budget includes the addition of 3.00 FTE added mid-year 2018-19 due to staff growth and emerging organizational requirements. The budget anticipates negotiations with two unions: Oregon Nurses Association (ONA) and the American Federation of State, County and Municipal Employees (AFSCME). It also includes enhanced focus on diversity, equity and inclusion.

Information Technology Services (100-3525)

Information Technology Services (ITS) includes significant investments in hardware, network/security infrastructure, mobility tools, desk top applications, web system redesign, and major software conversions including the assessment and taxation system. The proposed budget includes several staffing additions including: 1.00 FTE Business Analyst, 1.00 FTE Web System Administrator, and a 0.75 FTE Client Services Technician.

Purchasing (100-3530)

The proposed budget includes additional resources for community outreach as part of the County's diversity, equity and inclusion efforts, including sponsorship and participation in community outreach events and tradeshows.

Facilities Management (100-3535)

The number of County buildings continues to grow, including the recent additions of Adams Crossing, Public Services Annex, Blanton campus, Elections, Public Safety Training Center, and the current construction of the Event Center and the 9-1-1 dispatch center. Looking ahead Facilities Management will be working with departments and the Board of Commissioners to formalize a corporate-wide space master plan including strategies to address the criminal justice system. Additionally, the Division is implementing new technology in terms of "Building Information Modeling" (BIM) and an "Internet of Things" (IoT) for remote building control. The Division also continues to invest in employee training and education and is fully engaged in the County's sustainability and diversity, equity and inclusion (DEI) efforts. The proposed budget includes the addition of a 1.00 FTE Facilities Technician, a 1.00 FTE Administrative Specialist II and a variable hour (temporary) Operations Supervisor. The Facilities Technician will address additional workload with new square footage; the Administrative Specialist II will provide additional support to the Real Property Team and the additional temporary position will support the HVAC Team.

Fleet Services (500-3540)

The proposed budget includes the addition of 4.00 FTE to address workload and customer service demands, including: Automotive Mechanic, Equipment Mechanic, Management Analyst I and Stores Clerk. These increases are partially offset by the elimination of two 0.40 FTE variable hour positions. Although the fleet has grown by more than 100 units over the last ten years, the number of budgeted positions has declined by 2.00 FTE. The requested staffing level is anticipated to meet short- and medium-term requirements of the Fleet Services Division.

Public Safety & Justice

The proposed budget for Public Safety & Justice increases 10,318,712 (5%). General Fund expenditures increase 7,709,480 (9%) and special fund expenditures increase 2,609,232 (2%). The General Fund subsidy increases 7,065,608 (10%). The number of full-time equivalent (FTE) positions increase 33.10 (3%). Refer to the Summary Schedule tab for distribution of FTE by organization unit.

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

The Sheriff's Office overall budget request includes the addition of staff spread between the General Fund, Public Safety Local Option Levy and the Enhanced Sheriff's Patrol District (ESPD). In the Public Safety Local Option Levy, the Sheriff has requested 4.00 FTE Public Safety Training Specialists for the new Training Center, 1.00 FTE Lieutenant to manage the training center, 2.00 FTE General Services Aides to help with the overall operation of the training center, a 1.00 FTE Management Analyst II for budgetary oversight and to provide analysis and tracking of all training. There will also be 1.00 FTE Detective and 1.00 FTE Jail Sergeant positions added in the Local Option Levy. In ESPD, the Sheriff has requested 2.00 FTE Deputy positions and 1.00 FTE Criminal Records Specialist to keep up with population growth and the increases in public records requests. In the General Fund the Sheriff has requested a 1.00 FTE Deputy position that will be reimbursed through the City of Cornelius police services contract, 1.00 FTE Evidence Officer to help manage the addition of body camera evidence, 1.00 FTE Jail Sergeant to improve overall supervisory span of control in the Jail, 4.00 FTE Jail Services Technicians, and 1.00 FTE Patrol Sergeant to keep up with population growth and demand for services.

Trends and Initiatives

The Public Safety Training Center is set to open around July 1, 2019 and has already become a must-see facility among the law enforcement community within the region. Sheriff's Office staff are already receiving requests for tours and inquiries as to when it will be available for shared use. The center was built with the understanding that it would be a countywide resource. As such, discussions continue to take place with partner agencies to determine when and how the training center can best be utilized.

Adequately staffing the Jail continues to be a priority for the Sheriff's Office. This budget includes requests continuing to help move the Sheriff's Office toward a staffing level that will allow the Jail to improve safety, reduce the amount of mandated overtime and provide a more acceptable work-life balance for employees. Planning efforts to address female population management and continuing adjustments in working with inmate mental health issues continues to be a priority.

The Sheriff's Office received a grant to acquire body worn cameras (BWC) for a pilot program. Currently, there are 35 cameras deployed to select deputies. The BWC program is believed to have a positive impact on prosecution as well as reducing potential liability for deputies and the County as a whole. One downside has been the effect on the demand for evidence related to this new media. Staffing has become a priority in order to meet Oregon legal requirements for retention and release of BWC footage.

The Sheriff's Forensic Unit is seeking accreditation through American National Standards Institute-American Society for Quality (ANSI-ASQ) National Accreditation Board (ANAB). Accreditation provides a framework for improving the quality, standardization and timeliness of forensic services, as well as reducing errors and providing valuable oversight and conflict resolution to ensure accuracy of evidence presented in criminal justice trials.

Jail Health Care (100-4035)

Jail Health Care activities have been transitioned fully to the Sheriff's Office staff effective July 1, 2019. In addition to transition of the jail health care budget responsibilities, the Sheriff's Office has taken over contract administration responsibilities of the health care contract for the jail. The contract service provider (NaphCare) has been a good partner to date. The Sheriff's close administration of the contract will be key in ensuring inmate health care needs are met and overall risk to the Sheriff's Office and the County are minimized. With the contract set to expire June 30, 2020, the process to review the current contract and issue a request for proposal for a new jail health care contract will begin in FY 2019-20.

District Attorney (100-4510)

Due to the changing and evolving needs of our community, the District Attorney's Office has established a dedicated Domestic Violence Unit to enhance the response to domestic violence in Washington County. This unit will work collaboratively with the Family Justice Center.

As a result of the new requirement to record all grand jury proceedings and to manage and disseminate the recordings through the discovery process, we expect an increase in attorney and staff workload and time spent reviewing recordings effective July 1, 2019. Also, with the growth and evolution of technology used by law enforcement, including the use of body worn cameras by Washington County law enforcement agencies, the need for additional staff resources has grown as well. The FY 2019-20 budget includes 3.00 FTE Legal Specialist II positions, 1.00 FTE Legal Specialist III position, 1.00 FTE Child Support Specialist II position and 1.00 FTE Deputy District Attorney IV position. A Legal Specialist II position, the Child Support Specialist II and the Legal Specialist III position will be added to the General Fund with 2.00 FTE Legal Specialist II positions and the Deputy District Attorney IV position will be added to the Local Option Levy Fund. The General Fund positions will manage the digital evidence received from law enforcement and other sources in criminal cases; provide copies of digital evidence to defense and prepare redacted copies for use in court; train and assist our citizen grand jurors with the recording procedures and manage the retention and dissemination of the recordings through the discovery process; and assist with the additional case work required in Child Support resulting from the implementation of the new statewide database. The 2.00 FTE Legal Specialist II positions allocated to the Local Option Levy Fund will support a 15% increase in misdemeanor cases handled by the office from 2017 to 2018 and manage the various specialty court caseloads (Drug Court, Mental Health Court, Domestic Violence and Justice Reinvestment Program). The Deputy District Attorney IV position will assist with the increased time commitments resulting from grand jury recordation and the enhanced response to domestic violence and collaboration with the Family Justice Center.

Trends and Initiatives

Juvenile (100-5010)

Within this budget cycle, the Juvenile Department is focusing on enhancing its community outreach by adding additional staff to work in schools, custody services, in the community and in the region. The Juvenile Department has requested 2.00 FTE Juvenile Counselor II's, and the funding for half of an Administrative Assistant to improve continued support of the Juvenile Leadership Team. These additions will ready the Juvenile Department for the following projects during the coming year:

- 1) Updated Juvenile Strategic Plan.
- 2) Trauma-informed practices and services.
- 3) Juvenile justice reform and evidence-based data-driven decision making throughout the juvenile system, and to focus on decreasing risk and increasing resiliency.
- 4) Equity and cultural responsivity through targeted training with staff and enhancement of a Family Navigator's and mentoring programs that contracts with cultural organizations to support high-risk youth and families in getting connected to community resources.
- 5) Develop the culinary job skills program in Harkins House.
- 6) Adding staff to support the activities of an additional Juvenile Courtroom and Juvenile Judge, and to support the work activities of the Court Unit, Sex Offender Unit, and Region workers.
- 7) Further developing the department's approach to meeting the mental health needs of youth through collaboration with the Health and Human Services Department, Human Services Division, and staff allocated to the Juvenile Department.
- 8) Assessing Washington County's need for a juvenile reception/assessment center where law enforcement can bring youth.
- 9) Provide mentoring and skill-building for youth through community resources.

Juvenile's main budget impacts for the coming year are due to the costs associated with increased staffing levels, and the slight increase of Professional Services for enhanced Family Navigators and mentoring Services.

Law Library (176-8510)

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

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

Community Corrections (188-5510)

The Community Corrections Department will continue its Integrated Re-Entry Intensive Supervision and Services (IRISS) program for FY 2019-20. Funding comes from the state Justice Reinvestment Program (JRP) which is designated to achieve the state JRP goal of reducing Washington County's prison-bed utilization, reduce recidivism and hold offenders accountable.

Community Corrections will also continue its Family Sentencing Alternative Pilot (FSAP) during FY 2019-20. FSAP is a state-funded program designed to work with non-violent offenders that are facing a prison sentence and are a parent or legal guardian at the time they committed their current offense. The overall goal of the program is to reduce the number of children placed into foster care while reducing overall prison commitments and reducing recidivism by improving offender functioning in the community.

The Community Corrections Center will continue to enhance the safety of the facility through ongoing activities to reduce contraband. In late FY 2018-19 the installation of a body scanner was the first body scanner installed at a transition center in the state, creating a safer environment for staff and residents. In addition, the center has improved the staffing and overall reduction of overtime that will lead to an opportunity for more training for the staff.

The Community Corrections department is highly dependent upon state funding (~65%) and the State Budget for Community Corrections is currently underfunded by State budget projections. It is also recognized that state funding is currently off-setting unfunded misdemeanor services. This funding deficit could lead to the possible reduction in programs offered at Washington County.

Trends and Initiatives

Land Use & Transportation

The proposed budget for Land Use & Transportation increase 9,916,004 (8%). General Fund expenditures increases 844,607 (20%) and special fund expenditures increase 9,071,397 (8%). The General Fund subsidy increases 151,967 (11%). The number of full-time equivalent (FTE) positions increase 3.59 (1%). Refer to the Summary Schedule tab for distribution of FTE by organization unit.

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

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

Long Range Planning (100-6010)

General Fund subsidy increases \$149,493 (12%). Large ongoing planning projects included in the work program include the Baker Rock Quarry plan amendment, Cooper Mountain area transportation refinement plan, coordination with cities on Urban Planning Area Agreements (UPAA) and planning for new Urban Growth Boundary areas. The Tualatin Valley Highway Corridor Transit Concept/Access Plan, Urban Reserves Transportation Study, and a rural regulations state law comparison are also scheduled for fiscal year 2019-20.

Road Fund Administration (168-6045)

Road Fund revenues increase \$5,241,914 (9%) due to the continued implementation of a state transportation package and a countywide vehicle registration fee, both began in fiscal year 2018-19. The increase in revenues will be used for various transportation capital and maintenance activities. The new vehicle registration funds will supplement the surface treatment program and culvert replacements. This increased funding, combined with current funding sources, should be adequate to maintain County arterials and collectors to County standards, as well as address deferred maintenance into the future. The state transportation package will support needed transportation capacity and safety improvements, as well as bridge and culvert maintenance and replacement.

Operations & Maintenance (168-6060)

American Disabilities Act curb ramp upgrades executed by a sister division explain the temporary decrease in surface treatment funding. This budget includes a full-depth reclamation and paving project affecting 10.7 road miles at a cost of \$2.6 million.

Current Planning (172-6020)

Staffing decreases 0.53 FTE for fiscal year 2019-20 as activity levels are expected to continue at, or slightly below, current levels. This fund operates on an enterprise basis supported by fees from service users. As a result, staff management is critical in response to new development activity trends.

Building Services (174-6020)

While development activity generally remains strong overall, the building department is projecting a slight decrease in charges and permitting fees related to an expected reduction in single family and commercial development. The department continues work toward implementation of several technology initiatives to improve customer service including: 1) ProjectDox, a system enabling electronic files to be submitted and reviewed online, 2) an online payment portal and 3) Permits Plus upgrade, creating an easier and more efficient permitting process for customers and staff. Reserves remain strong and are expected to be drawn down in fiscal year 2019-20.

Housing, Health & Human Services

The proposed budget for Housing, Health & Human Services increases 65,410,500 (42%). General Fund expenditures increase 8,082,660 (35%) and special fund expenditures increase 57,327,840 (43%). The General Fund subsidy increases 5,272,038 (73%). The number of full-time equivalent (FTE) positions increase 22.00 (6%). Refer to the Summary Schedule tab for distribution of FTE by organization unit.

Trends and Initiatives

Community Development Block Grant (164-9010)

The Office of Community Development Administration manages on behalf of the County and its ten city members the urban Community Development Block Grant (CDBG) Program. Due to the U.S. Congress' most recent Continuing Resolution authorizing current levels of federal spending, the CDBG allocation for Washington County is estimated to remain the same as in fiscal year 2018-19. Washington County will not know its federal CDBG allocation until April or May of 2019. The General Fund will provide \$50,000 to support the Office of Community Development Administration in FY 2019-20.

HOME (220-9020)

Due to the federal government's Continuing Resolution, the federal HOME allocation for Washington County is estimated to remain flat. However, total revenues are projected to increase \$583,464 (14%) due to several carry-forward projects in the pipeline. This is also true for the same increase in expenditures overall. Personnel Services have decreased by \$47,973 (26%) because one Program Manager salary is budgeted in the CDBG Program.

Metro Affordable Housing Bond (219-6520)

Washington County is a designated implementing jurisdiction for the Metro Affordable Housing Bond Program which was approved by the voters in November 2018. Washington County has a goal to develop a total of 814 affordable housing units of which 334 units will be designated for households with an area median family income of 30%; 81 units are designated for households with an area median family income of 61-80%; and 407 units with two or more bedrooms are designated to meet the needs of larger households. The proposed budget includes \$4 million from the General Fund (\$3 million in additional resources) to provide support for the implementation of the Metro Affordable Housing Bond Program.

Public Health (100-7030)

Healthy Families' \$1.9 million budget moves from the Children, Youth & Families organizational unit (166-7050) to the Maternal and Child Health program. Activities to improve local readiness for public health emergencies, which had been previously budgeted in the Communicable Disease and Public Health Administration programs, are combined into a single new program titled Public Health Emergency Preparedness. Increased General Fund investment in Public Health supports the following: 1) new chief investigator for the Medical Examiner Program; 2) new senior program coordinator in Solid Waste & Recycling for regulatory and community code enforcement work; 3) funds to continue the suicide prevention coordinator position; 4) increased support for the Women, Infants & Children (WIC) program to maintain service levels in the face of revenue loss and expenditure growth.

HHS Administration (100-7040)

A 1.00 FTE Management Analyst I position is requested for fiscal year 2019-20. This position will assist with grant compliance monitoring and contract management.

Human Services (192-7060)

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

Health Share of Oregon (195-7085)

The Health Share program has experienced significant and unexpected growth in January 2018 with the closure of the other metro-area coordinated care organization (CCO), FamilyCare. Since that time, the program has stabilized and revenue is aligned with expenses.

Trends and Initiatives

Mental Health Crisis Services (199-7089)

This organization unit provides rapid assessment, crisis stabilization, and service referral/connection for mental health and addictions services. Revenue from multiple funding sources is stable at this time, although changes in state funding could change that picture. Contingency of \$1.9 million is earmarked for the Hawthorn Walk-In Center's future building development.

Air Quality (244-9030)

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

Developmental Disabilities (191-7065)

New this year is a separate organization unit for Developmental Disabilities, formerly a program within Human Services (192-7060). A transfer of 69.80 FTE in existing staff combines with a request for 8.00 new FTE to meet increased workload requirements. After several years of dramatic growth due to client eligibility expansion by the Oregon State Legislature, state funding levels are now below that needed to effectively serve all eligible clients. Carryforward and fund balance will allow us to maintain state-mandated services in the short-term, but funding decisions at the state level will be key to continued financial stability for these services.

Culture, Education & Recreation

The proposed budget for Culture, Education & Recreation increases 4,726,142 (8%). General Fund expenditures increase 262,728 (15%) and special fund expenditures increase 4,463,414 (8%). The General Fund subsidy increases 200,003 (25%). The number of full-time equivalent (FTE) positions increase 5.80 (10%). Refer to the Summary Schedule tab for distribution of FTE by organization unit.

Parks (100-3560)

The proposed budget includes the addition of a 1.00 FTE Groundskeeper. Also included are resources to fund a modest recreation program. Parks continues to focus on providing safe and accessible recreational activities and the maintenance of existing infrastructure and buildings; and is collaborating with the Bureau of Reclamation to assess and develop a funding strategy for future improvements, including camping facilities.

Extension Services (100-9510)

This organization unit supports funding for Oregon State University to provide Extension Services in Washington County. The proposed budget includes additional funds for a new Master Naturalist program at Hagg Lake starting January 2020, and a 0.25 FTE increase to expand fiscal oversight/coordination capacity.

Metzger Park (162-3560)

The Metzger Park Advisory Committee, with the assistance of a consultant, recently finalized a Metzger Park Management Plan. One of the recommendations was to enhance recreational opportunities. The County subsequently applied for and received a local government grant from the Oregon Parks and Recreation Department to partially fund construction of a new sports court. Design is currently underway. Parks staff is also partnering with the Office of Community Engagement to engage the community in broader discussions/awareness of Parks operations and opportunities for improvement. This will be an ongoing effort.

Trends and Initiatives

Cooperative Library Services (184-9710)

Washington County Cooperative Library Services (WCCLS) operated on fixed-rate serial levies until fiscal year 1998-99, but with the passage of Measures 47 and 50, its tax rate was combined with the County's permanent tax rate. WCCLS now receives most of its funding as a transfer from the County's General Fund. In November 2006 voters provided additional funding for WCCLS with the passage of a four-year Library Local Option Levy of \$0.17 per \$1,000 of assessed value, which was renewed by voters in 2010. In November 2015 voters approved an increased levy of \$0.22 per \$1,000 of assessed value for five years (through FY 2020-2021). The levy is estimated to generate \$13.6 million annually and provides approximately 40% of WCCLS' funding. The rate increase provides funding for the Aloha Community Library, a new member to the Cooperative as of 2016, as well as restore and enhance library services. The levy increase also provides increased funding for digital collections, online services, efficiencies in materials handling and support for student success. WCCLS will begin implementing their new three-year strategic plan in July 2019.

County Fair Complex (200-9810)

In addition to budgets for Fair Complex Operations, Capital Improvements, and the Annual County Fair, this organization unit includes a new program budget this year for the Event Center, which is scheduled for completion in spring 2020. The new program budget fully appropriates the \$1.25 million "seed" funds from the Event Center Capital budget. The net addition of 2.00 FTE and a redistribution of FTEs among the programs will support the operational needs of the new Event Center during its start-up. The Fair Complex Master Planning process, which started in fiscal year 2018-19, continues into the first part of this fiscal year. Contingency for this organizational unit increases to almost \$2 million due to an anticipated increase in Transient Lodging Tax (TLT) revenue.

Transient Lodging Tax (240-1655)

Tourism receipts are anticipated to increase due primarily to the improving economy and the impacts of Washington County Visitors Association (WCVA) marketing efforts. In addition, approximately \$1.4 million is set aside for future tourism related projects as approved by the Board of Commissioners.

Trends and Initiatives

Non-departmental

The proposed budget for Non-departmental decreases 1,093,387 (8%). Non-departmental budgets do not include any FTE.

Non-departmental (100-1620)

The proposed budget includes \$183,000 for the Regional Arts and Culture Council (RACC); an increase of \$38,000 from the previous year. The budget also includes \$2 million set aside for Board of Commissioner priorities.

CAPITAL BUDGET

General Capital Projects

The proposed budget for General Capital Projects decreases 46,325,966 (33%).

ITS Capital Projects (354-3580)

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

Facilities Capital Projects (356-3580)

The proposed Facilities Capital Project budget includes \$11,393,200 in total expenditures. Key projects include the Walnut Street Seismic Upgrade, completion of the PSB project (including suite tenant improvements not included in seismic upgrades), suicide prevention barrier installation at the Parking Structure, new Elections space, new locker room facility in the Washington Street Conference Center, new jury assembly room and several other small projects throughout the organization's building portfolio. The projects are funded by a combination of General and special funds.

Emergency Communications System (359-3580)

Washington County continues to partner with the Washington County Consolidated Communications Agency (WCCCA) to fully execute the \$77 million voter-approved program to improve emergency communications and infrastructure for Washington County first responders and residents. The project includes a conversion from analog to digital technology, construction of resilient towers and buildings, new dispatch center, digital radios for first-responder agencies and other miscellaneous expenses. When the County issued the bonds it received approximately \$11.3 million in premiums (beyond the \$77 million approved by the voters). Consistent with the bond language and intent, the County spent approximately \$6.5 million of the premium to purchase the Tualatin Valley Fire & Rescue (TVFR) North Operating Center facility for use by first responders, including the Sheriff's Office. The remaining premium proceeds are set aside as additional contingency for the overall project.

Transportation Capital Projects

The proposed budget for Transportation Capital Projects increases \$24,475,121 (11%).

Major Streets Transportation Improvement Program (MSTIP) (362-6065)

The Major Streets Transportation Improvement Program (MSTIP) receives a transfer from the General Fund that increases annually by the countywide assessed value increase. In fiscal year 2017-18 the department began designing the High Growth Transportation Program to address necessary transportation improvements in designated high-growth areas. Full faith and credit bonds were issued in FY 2016-17 to fund over \$53 million in high-growth project improvements and the program will dedicate incremental growth in the MSTIP General Fund transfer above \$35 million over the next several years to pay the debt service on the bonds. Fiscal year 2019-20 marks the fourth year of program.

Trends and Initiatives

Design of several new MSTIP 3e projects will begin soon. MSTIP 3e is a five- to six-year program of road projects developed by the Washington County Coordinating Committee and adopted by the Board of Commissioners in fiscal year 2016-17. MSTIP 3e is the seventh multi-year package of transportation projects developed since 1997, when an MSTIP serial levy was incorporated into the County's permanent tax rate. Projects from MSTIP 3, MSTIP 3b and MSTIP 3c are mostly in post construction or closed out, while some MSTIP 3d, MSTIP 3d High Growth, MSTIP Project Development and MSTIP 3e projects continue to be scheduled for design and construction. Several projects from the latest MSTIP 3e program will begin design in fiscal year 2019-20. Several large projects are slated for design or construction including the 124th Avenue Extension, Farmington, Springville Rd/185th Intersection, Roy Rogers Road, Cornelius Pass Road (Frances to Tualatin Valley Highway), Tualatin-Sherwood Road, Walker Road, Elwert-Krueger Intersection, Springville Rd Phase 2 (178th Ave – Samuel Dr), Jenkins Road (158th – Murray) and Century Blvd – TV Hwy Intersection. In all, the MSTIP program has 54 active projects.

Road Capital Projects (368-6065)

Revenues increase \$13,227,859 (115%) primarily due to an increase in funding from the recent state transportation package being transferred from the Road Fund. The Road Capital Projects Fund tracks projects financed by new state transportation revenues which increases by \$9,215,625 in FY 2019-20. These funds will be used to replace six bridges, complete American Disabilities Act ramps and sidewalks, upgrade bike and pedestrian access, and design and install curve warning signs and advisory speed plaques at various locations on rural roads.

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

Transportation Development Tax (374-6065)

The transportation development tax (TDT) was passed by the voters in November 2008 and doubled the rate of the traffic impact fee (TIF) it replaced. The taxes are collected from new development for use in increasing transportation system capacity. The fund will have two projects in design for fiscal year 2019-20 which includes a new TDT signal project and two half street improvement improvements.

North Bethany SDC (376-6065)

This fund was established in fiscal year 2011-12 as a supplemental system development charge (SDC) on development in North Bethany. Resources will be used to help fund needed transportation projects in the community. A \$7.5 million transfer out to help fund the Springville Road/Kaiser-to-Joss project, as well as the initial design funding for an additional project will take place in FY 2019-20.

Bonny Slope West SDC (378-6065)

This fund accounts for supplemental SDCs collected in the Bonny Slope area to help fund needed transportation capacity improvements as development occurs. It is projected that up to 65 units may be developed in fiscal year 2019-20.

NON-OPERATING BUDGET

Debt Service

The proposed budget for Debt Service increases 4,043,872 (15%).

General Obligation Bonds (304-3585)

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

Trends and Initiatives

Series 2016B FF&C (305-3585)

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

Risk Management / Insurance

The proposed budget for Debt Service increases 14,349,990 (26%).

Liability/Casualty Insurance (504-3570)

The County is responsible for any claims/settlements up to \$1 million with excess insurance covering from \$1 million to \$15 million. Based on the most recent actuarial report, claims for fiscal year 2019-20 are budgeted at \$1.7 million and include the cost for legal services which are housed in the County Cost Plan.

Medical Insurance (510-3570)

Expenditures increase approximately \$4.75 million (13%) due primarily to premium adjustments effective January 1, 2019, estimated increases for January 2020 and costs associated with new positions. The County is on a calendar-year renewal and will be in active negotiations with providers in the fall 2019, leading to new rates effective January 1, 2020. Delta Dental has transitioned from a fully insured to a self-funded model, resulting in cost savings in annual premiums without a reduction in benefit levels.

PERS Employer Stabilization (524-1615)

The proposed budget for fiscal year 2019-20 includes the funding of a \$15 million PERS side account, funded by \$6.8 million from the PERS Stabilization Fund and an \$8.2 million transfer from the General Fund.

Miscellaneous

The proposed budget for Miscellaneous increases 29,284,598 (18%).

General Fund Transfers (100-1670)

Revenues increase due primarily to tax revenues (\$6.5 million) and operating transfers (\$18.4 million) and are off-set by reductions in Charges for Services (\$1.04 million) and Licenses and permits (513,412).

Increases to transfers from the General Fund into Cooperative Library Fund, Road Fund, Information Services Capital Acquisition, Community Corrections, Aging, Community Development, Housing, Miscellaneous Debt Service, 2106B Full Faith & Credit Obligations for Facilities Capital Projects, MSTIP and General Capital Projects. The County is also planning for a contribution to a PERS Side Account with \$15 million, \$8.2 million from this organizational unit and the PERS Stabilization fund contribution of \$6.8 million.

Resources allocated to other organization units increase \$15.7 million (17%) due to increases in the General Fund subsidy in General Government of \$7.95 million (15%); Public Safety & Justice, \$7.06 million (10%); Land Use & Transportation, \$152,000 (11%); Housing, Health & Human Services, \$5.27 (73%); Culture, Education & Recreation, \$200,000 (25%); Non-departmental, excluding Contingency, \$2.05 (133%) and Contingency is reduced \$8.86 million (26%).

Trends and Initiatives

Lottery Program (156-1625)

Legislation was passed in 2012 requiring counties to segregate video lottery proceeds in a special fund and to expense for economic development-related programs and services. Expenditures include 1) staff support for economic development administration and support; 2) support to outside organizations (economic development agencies, chambers of commerce and the Washington County Historical Society); 3) resources for economic development -related studies and 4) support for the Community Engagement organization unit (previously Citizen Participation Organization), Long Range Planning and Code Enforcement. On or before October 1 of each year, the County files a report with the Oregon Department of Administrative Services on the amounts received and their respective purpose and use. This information is posted on the Oregon Transparency website. Lottery revenues and expenditures increase \$271,973 (13%) based on estimates provided in the state General Fund forecast.

Gain Share (205-1640)

While Total Gain Share Revenue amount is consistent, Washington County is expected distribution amount is expected to decrease starting fiscal year 2019-20 due to the addition of Tualatin Soil & Water District and Hillsboro Urban Renewal Area in the tax code. spending included in the proposed budget is consistent with the Board approved Gain Share Plan.

SPECIAL DISTRICTS

Urban Road Maintenance District (URMD) (214-6080)

The Board of Commissioners adopted an ordinance in fiscal year 2012-13 that broadened the use of the Urban Road Maintenance District's (URMD) tax revenues to include safety improvements within the District. These safety improvements may include, but are not limited to, sidewalks, bicycle lanes, safety markings, devices, signs and signals.

Consistent with URMD Advisory Committee (URMDAC) project recommendations, the proposed budget includes significant public safety improvement projects. Also consistent with URMDAC recommendations, the overlay maintenance budget remains lower to make funding available for the safety projects. The pavement condition goal was reduced from "very good" to "good" in order to reallocate funds for these improvements.

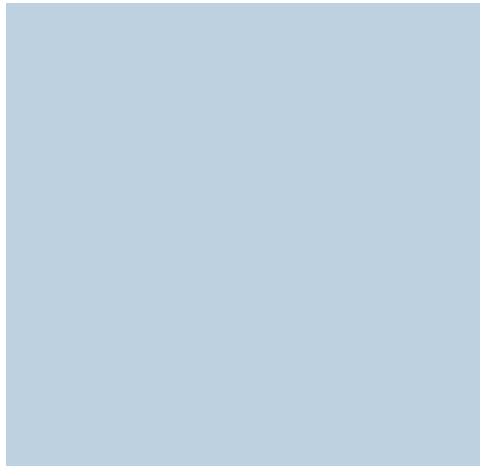
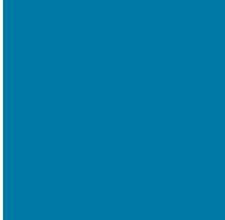
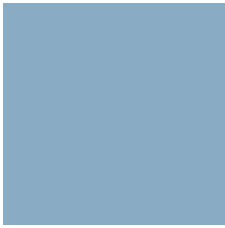
The URMD Advisory Committee plans to continue to review URMD pavement and financial conditions annually in order to forward an appropriate recommendation for funding of safety improvements.

North Bethany County Service District for Roads (North Bethany CSDR) (215-6085)

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



Total Budget



*Working with you and
for you for an inclusive,
sustainable future.*



FISCAL YEAR
2019
2020



TOTAL BUDGET

OVERVIEW

Description	Adopted	Modified	Proposed	Change	% of	
	2018-19	2018-19	2019-20	\$	%	Total
General Government	\$ 66,593,613	66,593,613	75,324,738	8,731,125	13%	5%
Public Safety & Justice	195,302,743	195,302,743	205,621,455	10,318,712	5%	15%
Land Use & Transportation	124,119,357	124,119,357	134,035,361	9,916,004	8%	10%
Housing, Health & Human Services	155,961,413	155,961,413	221,371,913	65,410,500	42%	16%
Culture, Education & Recreation	56,950,290	56,950,290	61,676,432	4,726,142	8%	4%
Non-departmental	13,595,082	13,734,120	12,640,733	(1,093,387)	-8%	1%
subtotal	612,522,498	612,661,536	710,670,632	98,009,096	16%	51%
Capital	360,041,005	387,101,386	364,430,404	(22,670,982)	-6%	26%
Non-operating	279,158,437	281,332,490	327,387,028	46,054,538	16%	23%
Totals	1,251,721,940	1,281,095,412	1,402,488,064	121,392,652	9%	100%
General Fund	279,869,736	280,008,774	317,145,467	37,136,693	13%	23%
Special Funds	971,852,204	1,001,086,638	1,085,342,597	84,255,959	8%	77%
Totals	\$ 1,251,721,940	1,281,095,412	1,402,488,064	121,392,652	9%	100%
General Fund	1,078.56	1,088.31	1,124.97	36.66	3%	51%
Special Funds	1,004.91	1,016.61	1,063.39	46.78	5%	49%
FTE's	2,083.47	2,104.92	2,188.36	83.44	4%	100%

TOTAL BUDGET

OVERVIEW

Description	Adopted	Modified	Proposed	Change		% of
	2018-19	2018-19	2019-20	\$	%	Total
General Government	\$ 12,218,211	12,218,211	13,228,192	1,009,981	8%	0%
Public Safety & Justice	98,696,589	98,696,589	102,169,627	3,473,038	4%	0%
Land Use & Transportation	74,539,023	74,678,061	82,019,336	7,341,275	10%	0%
Housing, Health & Human Services	119,677,116	119,677,116	173,510,757	53,833,641	45%	0%
Culture, Education & Recreation	43,451,465	43,451,465	46,959,483	3,508,018	8%	0%
Non-departmental	100,000	100,000	100,000	-	0%	0%
Capital	87,003,480	87,319,720	129,994,483	42,674,763	49%	0%
Non-operating	345,037,118	345,387,118	397,241,558	51,854,440	15%	0%
Total Revenues	780,723,002	781,528,280	945,223,436	163,695,156	21%	0%
General Government	66,593,613	66,593,613	75,324,738	8,731,125	13%	0%
Public Safety & Justice	195,302,743	195,302,743	205,621,455	10,318,712	5%	0%
Land Use & Transportation	124,119,357	124,119,357	134,035,361	9,916,004	8%	0%
Housing, Health & Human Services	155,961,413	155,961,413	221,371,913	65,410,500	42%	0%
Culture, Education & Recreation	56,950,290	56,950,290	61,676,432	4,726,142	8%	0%
Non-departmental	13,595,082	13,734,120	12,640,733	(1,093,387)	-8%	0%
Capital	360,041,005	387,101,386	364,430,404	(22,670,982)	-6%	0%
Non-operating	279,158,437	281,332,490	327,387,028	46,054,538	16%	0%
Total Expenditures	1,251,721,940	1,281,095,412	1,402,488,064	121,392,652	9%	0%
Revenues under Expenditures	(470,998,938)	(499,567,132)	(457,264,628)	42,302,504	-8%	
Beginning Fund Balances	497,793,744	526,361,938	490,964,628	(35,397,310)	-7%	
Ending Fund Balances	\$ 26,794,806	26,794,806	33,700,000	6,905,194		

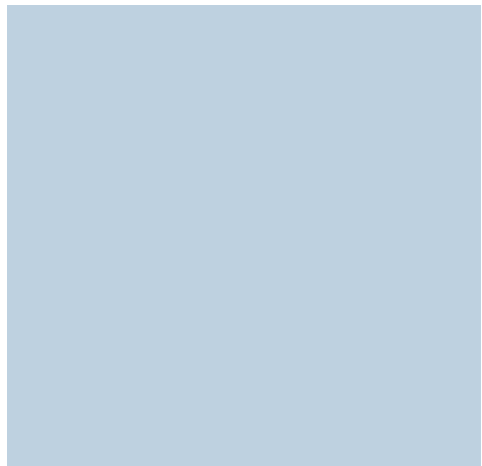
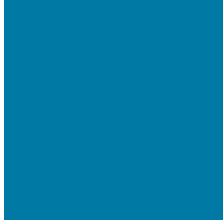
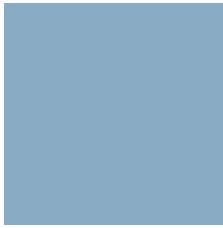
TOTAL BUDGET

OVERVIEW

Category Description	Adopted	Modified	Proposed	Change		% of
	2018-19	2018-19	2019-20	\$	%	Total
Taxes	\$ 203,461,085	203,461,085	214,706,974	11,245,889	6%	23%
Licenses & Permits	13,940,765	13,940,765	13,501,299	(439,466)	-3%	1%
Intergovernmental	180,217,670	180,217,670	264,955,222	84,737,552	47%	28%
Charges for Services	134,578,992	134,578,992	145,394,592	10,815,600	8%	15%
Fines & Forfeitures	3,425,351	3,425,351	3,078,800	(346,551)	-10%	0%
Interdepartmental	42,578,847	42,578,847	50,400,418	7,821,571	18%	5%
Miscellaneous	50,665,573	51,059,813	55,385,359	4,325,546	8%	6%
Operating Transfers In	151,854,719	152,265,757	197,800,772	45,535,015	30%	21%
Total Revenues	780,723,002	781,528,280	945,223,436	163,695,156	21%	100%
Personnel Services	253,804,590	253,804,590	283,074,796	29,270,206	12%	20%
Materials & Services	466,502,093	471,111,601	496,192,480	25,080,879	5%	35%
Other	55,268,021	55,348,021	108,728,957	53,380,936	96%	8%
Interdepartmental	42,546,049	42,546,049	48,632,354	6,086,305	14%	3%
Operating Transfers Out	158,257,067	158,532,105	207,321,146	48,789,041	31%	15%
Capital Outlay	136,769,243	164,888,488	125,774,712	(39,113,776)	-24%	9%
subtotal	1,113,147,063	1,146,230,854	1,269,724,445	123,493,591	11%	91%
Contingency	138,574,877	134,864,558	132,763,619	(2,100,939)	-2%	9%
Total Expenditures	1,251,721,940	1,281,095,412	1,402,488,064	121,392,652	9%	100%
Revenues under Expenditures	(470,998,938)	(499,567,132)	(457,264,628)	42,302,504	-8%	
Beginning Fund Balances	497,793,744	526,361,938	490,964,628	(35,397,310)	-7%	
Ending Fund Balances \$	26,794,806	26,794,806	33,700,000	6,905,194		



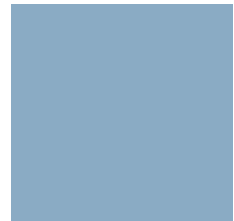
General Fund



*Working with you and
for you for an inclusive,
sustainable future.*



FISCAL YEAR
2019
2020



GENERAL FUND

OVERVIEW

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

Functional Area	Adopted	Modified	Proposed	Change	% of	
	2018-19	2018-19	2019-20	\$	%	Total
General Government	\$ 59,441,706	59,441,706	67,579,674	8,137,968	14%	21%
Public Safety & Justice	85,644,510	85,644,510	93,353,990	7,709,480	9%	29%
Land Use & Transportation	4,142,272	4,142,272	4,986,879	844,607	20%	2%
Housing, Health & Human Services	23,401,722	23,401,722	31,484,382	8,082,660	35%	10%
Culture, Education & Recreation	1,802,983	1,802,983	2,065,711	262,728	15%	1%
Non-departmental	13,595,082	13,734,120	12,640,733	(1,093,387)	-8%	4%
subtotal	188,028,275	188,167,313	212,111,369	23,944,056	13%	67%
Non-operating	91,841,461	91,841,461	105,034,098	13,192,637	14%	33%
Totals \$	279,869,736	280,008,774	317,145,467	37,136,693	13%	100%
FTE's	1,078.56	1,088.31	1,124.97	36.66	3%	

GENERAL FUND

OVERVIEW

Functional Area	Adopted	Modified	Proposed	Change		% of
	2018-19	2018-19	2019-20	\$	%	Total
General Government	\$ 5,715,799	5,715,799	5,982,465	266,666	5%	2%
Public Safety & Justice	14,695,174	14,695,174	15,339,046	643,872	4%	6%
Land Use & Transportation	2,680,700	2,819,738	3,512,378	692,640	25%	1%
Housing, Health & Human Services	16,175,363	16,175,363	18,985,985	2,810,622	17%	7%
Culture, Education & Recreation	1,009,000	1,009,000	1,071,725	62,725	6%	0%
Non-departmental	100,000	100,000	100,000	-	0%	0%
Non-operating	201,083,306	201,083,306	226,838,280	25,754,974	13%	84%
Total Revenues	241,459,342	241,598,380	271,829,879	30,231,499	13%	100%
General Government	59,441,706	59,441,706	67,579,674	8,137,968	14%	21%
Public Safety & Justice	85,644,510	85,644,510	93,353,990	7,709,480	9%	29%
Land Use & Transportation	4,142,272	4,142,272	4,986,879	844,607	20%	2%
Housing, Health & Human Services	23,401,722	23,401,722	31,484,382	8,082,660	35%	10%
Culture, Education & Recreation	1,802,983	1,802,983	2,065,711	262,728	15%	1%
Non-departmental	13,595,082	13,734,120	12,640,733	(1,093,387)	-8%	4%
Non-operating	91,841,461	91,841,461	105,034,098	13,192,637	14%	33%
Total Expenditures	279,869,736	280,008,774	317,145,467	37,136,693	13%	100%
Revenues under Expenditures	(38,410,394)	(38,410,394)	(45,315,588)	(6,905,194)	18%	
General Fund	26,794,806	26,794,806	33,700,000	6,905,194	26%	74%
Revenue Stabilization	11,615,588	11,615,588	11,615,588	-	0%	26%
Beginning Fund Balance	38,410,394	38,410,394	45,315,588	6,905,194	26%	100%
Ending Fund Balances \$	-	-	-	-		

GENERAL FUND

OVERVIEW

Category Description	Adopted	Modified	Proposed	Change		% of
	2018-19	2018-19	2019-20	\$	%	Total
Taxes	\$ 151,824,835	151,824,835	159,124,645	7,299,810	5%	59%
Licenses & Permits	8,187,359	8,187,359	8,008,000	(179,359)	-2%	3%
Intergovernmental	18,678,980	18,678,980	22,306,943	3,627,963	19%	8%
Charges for Services	10,877,249	10,877,249	10,947,620	70,371	1%	4%
Fines & Forfeitures	2,925,351	2,925,351	2,698,500	(226,851)	-8%	1%
Interdepartmental	7,525,564	7,525,564	8,481,107	955,543	13%	3%
Miscellaneous	5,173,841	5,173,841	4,915,386	(258,455)	-5%	2%
Operating Transfers In	36,266,163	36,405,201	55,347,678	18,942,477	52%	20%
Total Revenues	241,459,342	241,598,380	271,829,879	30,231,499	13%	100%
Personnel Services	133,289,678	133,289,678	148,726,184	15,436,506	12%	47%
Materials & Services	38,722,065	38,841,065	49,805,030	10,963,965	28%	16%
Other	3,044,931	3,044,931	3,270,272	225,341	7%	1%
Interdepartmental	155,235	155,235	296,137	140,902	91%	0%
Operating Transfers Out	80,225,873	80,225,873	93,418,510	13,192,637	16%	29%
Capital Outlay	864,950	864,950	1,067,700	202,750	23%	0%
subtotal	256,302,732	256,421,732	296,583,833	40,162,101	16%	94%
Contingency	23,567,004	23,587,042	20,561,634	(3,025,408)	13%	6%
Total Expenditures	279,869,736	280,008,774	317,145,467	37,136,693	13%	100%
Revenues under Expenditures	(38,410,394)	(38,410,394)	(45,315,588)	(6,905,194)	18%	
Beginning Fund Balances	38,410,394	38,410,394	45,315,588	6,905,194	18%	
Ending Fund Balances \$	-	-	-	-		

GENERAL FUND

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

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

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

Current fiscal year **2018-19** projections:

- 4.0% increase in assessed value
- 96.0% property tax collection rate
- 2.8% cost of living adjustment (COLA) using the CPI-W, West Coast (annual average) index
 - Labor agreements with Teamsters, Washington County Police Officers Association (WCPOA) and Federation of Oregon Parole and Probation Officers (FOPPO) expire June 30, 2018
- 2.8% Market Adjustment for all non-represented employees
- Blended PERS rate of 18.69%
- 94.0% expenditure spending to meet the Board's policy to maintain a General Fund reserve that is a minimum of 20% of net revenues

Projections for the **2019-20** fiscal year:

- 4.0% increase in assessed value
- 96.0% property tax collection rate
- 3.5% COLA using the CPI-W, West Coast (annual average) index
 - Labor agreements with American Federation of state, County, Municipal Employees (AFSCME) and Oregon Nurse Association (ONA) expire June 30, 2020.
- Blended PERS rate of 23.13%
- 94.0% expenditure spending to meet the Board's policy to maintain a General Fund reserve that is a minimum of 15% of net revenues with a goal of 20%

Forecasts for fiscal years **2020-21 through 2025-26**:

- Forecast based on 2019-20 projections
- 4.5% increase in assessed value for 2019-20 and 4.0% thereafter
- 4.0% increase in department revenues
- 3.5% salary adjustments for step increases and cost of living adjustment (COLA) for 2019-20 and 3.25% thereafter
- 0.5% market adjustment
- Blended PERS rate of 23.13% for 2019-20 and 2020-21, 20.00% increases for each biennium thereafter
- 7.5% increase in health benefits for 2019-20 and 6.0% thereafter
- 2.0% expenditure growth
- 94.0% expenditure spending to meet the Board's policy to maintain a General Fund reserve that is a minimum of 15% of net revenues with a goal of 20%

DISCRETIONARY REVENUE DEFINITIONS

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

TAXES

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

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

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

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

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

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

LICENSES & PERMITS

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

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

INTERGOVERNMENTAL REVENUES

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

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

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

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

DISCRETIONARY REVENUE DEFINITIONS

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

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

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

FINES & PENALTIES

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

MISCELLANEOUS REVENUES

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

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

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

TRANSFER REVENUES

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

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

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

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

DISCRETIONARY & DEPARTMENTAL REVENUE

OVERVIEW

Category Description	Adopted	Modified	Proposed	Change	% of	
	2018-19	2018-19	2019-20	\$	%	Total
Taxes	\$ 151,824,835	151,824,835	159,124,645	7,299,810	5%	59%
Licenses & Permits	2,629,712	2,629,712	2,116,300	(513,412)	-20%	1%
Intergovernmental	5,650,541	5,650,541	6,075,741	425,200	8%	2%
Charges for Services	3,340,000	3,340,000	3,000,000	(340,000)	-10%	1%
Fines & Forfeitures	800,851	800,851	578,000	(222,851)	-28%	0%
Miscellaneous	2,377,567	2,377,567	2,572,972	195,405	8%	1%
Operating Transfers In	34,459,800	34,459,800	53,370,622	18,910,822	55%	20%
subtotal - Other	49,258,471	49,258,471	67,713,635	18,455,164	37%	25%
Total Discretionary	201,083,306	201,083,306	226,838,280	25,754,974	13%	83%
Departmental Revenues	40,376,036	40,515,074	44,991,599	4,476,525	11%	17%
Total General Fund Revenues	\$ 241,459,342	241,598,380	271,829,879	30,231,499	13%	100%

*See page 46 for further detail.

DISCRETIONARY REVENUE

TAXES

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

Category Description	Adopted	Modified	Proposed	Change		% of
	2018-19	2018-19	2019-20	\$	%	Total
Current property tax	\$ 139,052,162	139,052,162	144,637,364	5,585,202	4%	91%
Delinquent property tax	1,390,522	1,390,522	1,499,152	108,630	8%	1%
subtotal - Property Taxes	140,442,684	140,442,684	146,136,516	5,693,832	4%	92%
Additional tax -current	1,000,000	1,000,000	1,216,484	216,484	22%	1%
Other tax	65,616	65,616	100,000	34,384	52%	0%
Western Oregon STF Severance Tax	11,799	11,799	10,000	(1,799)	-15%	0%
subtotal - Other Taxes	1,077,415	1,077,415	1,326,484	249,069	23%	1%
Transient lodgings tax	4,304,736	4,304,736	4,498,645	193,909	5%	3%
Real property transfer tax	6,000,000	6,000,000	7,163,000	1,163,000	19%	5%
Total Tax Revenues	\$ 151,824,835	151,824,835	159,124,645	7,299,810	5%	100%

DISCRETIONARY REVENUE

OTHER

Description	Adopted	Modified	Proposed	Change		% of
	2018-19	2018-19	2019-20	\$	%	Total
Liquor license	\$ 6,650	6,650	6,000	(650)	-10%	0%
Cable television franchise fees	2,623,062	2,623,062	2,110,300	(512,762)	-20%	3%
subtotal - Licenses & Permits	2,629,712	2,629,712	2,116,300	(513,412)	-20%	3%
Liquor revenue	3,160,313	3,160,313	3,607,294	446,981	14%	5%
Oregon and California Land grant	128,251	128,251	128,251	-	0%	0%
Amusement devices	139,100	139,100	131,400	(7,700)	-6%	0%
Cigarette tax	472,652	472,652	487,000	14,348	3%	1%
Marijuana Tax	318,200	318,200	521,356	203,156	64%	1%
State Timber Receipt	1,393,375	1,393,375	1,140,440	(252,935)	-18%	2%
Other	38,650	38,650	60,000	21,350	55%	0%
subtotal - Intergovernmental	5,650,541	5,650,541	6,075,741	425,200	8%	9%
Recording Division fees	3,340,000	3,340,000	3,000,000	(340,000)	-10%	4%
subtotal - Charges for Services	3,340,000	3,340,000	3,000,000	(340,000)	-10%	4%
Fines - Circuit Court	364,302	364,302	300,000	(64,302)	-18%	0%
Court Surcharge	436,549	436,549	278,000	(158,549)	-36%	0%
subtotal - Fines & Penalties	800,851	800,851	578,000	(222,851)	-28%	1%
Interest Income	701,610	701,610	1,030,000	328,390	47%	2%
Reimbursement of expenses (operating)	1,609,528	1,609,528	1,475,344	(134,184)	-8%	2%
Other Miscellaneous	66,429	66,429	67,628	1,199	2%	0%
subtotal - Miscellaneous	2,377,567	2,377,567	2,572,972	195,405	8%	4%
Transfer from Indirect Cost Allocation Fund	14,459,800	14,459,800	16,870,622	2,410,822	17%	25%
Transfer from Strategic Investment Program	20,000,000	20,000,000	36,000,000	16,000,000	80%	53%
Other	-	-	500,000	500,000	0%	1%
subtotal - Transfers In	34,459,800	34,459,800	53,370,622	18,910,822	55%	79%
Total Other Revenues \$	49,258,471	49,258,471	67,713,635	18,455,164	37%	100%

OPERATING BUDGET

OVERVIEW

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

Organization Unit	Adopted	Modified	Proposed	Change		% of
	2018-19	2018-19	2019-20	\$	%	Total
General Government	\$ 66,593,613	66,593,613	75,324,738	8,731,125	13%	11%
Public Safety & Justice	195,302,743	195,302,743	205,621,455	10,318,712	5%	29%
Land Use & Transportation	124,119,357	124,119,357	134,035,361	9,916,004	8%	19%
Housing, Health & Human Services	155,961,413	155,961,413	221,371,913	65,410,500	42%	31%
Culture, Education & Recreation	56,950,290	56,950,290	61,676,432	4,726,142	8%	9%
Non-departmental	13,595,082	13,734,120	12,640,733	(1,093,387)	-8%	2%
Totals	612,522,498	612,661,536	710,670,632	98,009,096	16%	100%
General Fund	188,028,275	188,167,313	212,111,369	23,944,056	13%	30%
Special Funds	424,494,223	424,494,223	498,559,263	74,065,040	17%	70%
Totals	\$ 612,522,498	612,661,536	710,670,632	98,009,096	16%	100%
General Fund	1,078.56	1,088.31	1,124.97	36.66	3%	51%
Special Funds	1,004.91	1,016.61	1,063.39	46.78	5%	49%
FTE's	2,083.47	2,104.92	2,188.36	83.44	4%	100%



General Government

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

GENERAL GOVERNMENT

BUDGET OVERVIEW

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

Organization Unit	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Board of Commissioners	\$ 495,681	495,681	536,693	41,012	8%
County Administrative Office	2,322,396	2,322,396	2,926,509	604,113	26%
County Counsel	2,666,395	2,666,395	2,890,346	223,951	8%
County Auditor	504,458	504,458	686,817	182,359	36%
Elections	2,341,753	2,341,753	2,532,635	190,882	8%
Assessment & Taxation	11,351,525	11,351,525	12,800,107	1,448,582	13%
Community Engagement	717,330	717,330	869,686	152,356	21%
subtotal - Direct Services	20,399,538	20,399,538	23,242,793	2,843,255	14%
County Emergency Management	949,596	949,596	1,096,702	147,106	15%
Support Services Administration	1,487,959	1,487,959	2,186,325	698,366	47%
Finance	2,746,896	2,746,896	3,190,379	443,483	16%
Human Resources	3,238,492	3,238,492	3,994,623	756,131	23%
Information Technology Services	18,086,202	18,086,202	19,958,504	1,872,302	10%
Purchasing	561,420	561,420	626,249	64,829	12%
Facilities Management	11,971,603	11,971,603	13,284,099	1,312,496	11%
Fleet Services	5,123,211	5,123,211	5,684,728	561,517	11%
Central Services	2,028,696	2,028,696	2,060,336	31,640	2%
subtotal - Support Services	46,194,075	46,194,075	52,081,945	5,887,870	13%
Totals	66,593,613	66,593,613	75,324,738	8,731,125	13%
General Fund	59,441,706	59,441,706	67,579,674	8,137,968	14%
Special Funds	7,151,907	7,151,907	7,745,064	593,157	8%
Totals \$	66,593,613	66,593,613	75,324,738	8,731,125	13%
FTE's	372.05	378.30	397.25	18.95	5%

GENERAL GOVERNMENT

BUDGET OVERVIEW

Category Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Licenses & Permits	\$ 85,500	85,500	85,500	-	0%
Intergovernmental	2,124,592	2,124,592	2,153,692	29,100	1%
Charges for Services	7,627,566	7,627,566	8,302,183	674,617	9%
Fines & Forfeitures	79,500	79,500	79,500	-	0%
Interdepartmental	885,377	885,377	1,076,662	191,285	22%
Miscellaneous	634,476	634,476	713,044	78,568	12%
Operating Transfers In	781,200	781,200	817,611	36,411	5%
Total Revenues	12,218,211	12,218,211	13,228,192	1,009,981	8%
Personnel Services	44,628,913	44,628,913	51,431,942	6,803,029	15%
Materials & Services	20,177,572	20,177,572	22,070,564	1,892,992	9%
Other	122,540	122,540	148,569	26,029	21%
Interdepartmental	573,343	573,343	672,706	99,363	17%
Capital Outlay	472,050	472,050	397,000	(75,050)	-16%
subtotal	65,974,418	65,974,418	74,720,781	8,746,363	13%
Contingency	619,195	619,195	603,957	(15,238)	-2%
Total Expenditures	66,593,613	66,593,613	75,324,738	8,731,125	13%
Revenues under expenditures	(54,375,402)	(54,375,402)	(62,096,546)	(7,721,144)	14%
General Fund Subsidy	26,931,101	26,931,101	27,897,209	966,108	4%
Special Funds Beginning Balances	27,444,301	27,444,301	34,199,337	6,755,036	25%
Ending Fund Balances \$	-	-	-	-	

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

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

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Legislation and Policy	\$ 495,681	495,681	536,693	41,012	8%
Total	495,681	495,681	536,693	41,012	8%
by category					
Personnel Services	459,725	459,725	500,267	40,542	9%
Materials & Services	35,456	35,456	35,926	470	1%
Interdepartmental	500	500	500	-	0%
Total Expenditures	495,681	495,681	536,693	41,012	8%
General Fund Subsidy	\$ 495,681	495,681	536,693	41,012	8%
FTE's	5.00	5.00	5.00	-	0%

Budget Analysis:

Expenditures increase \$41,012 (8%). General Fund subsidy increases \$41,012 (8%).

By County Charter, the salary of the commissioners is linked to the salary of a circuit court judge as established by the state Legislature. The salary of the Board Chair is 80% of the salary of a Circuit Court Judge and the salary of district commissioners is 40% of the salary of the Board Chair. The estimated salary for the Board Chair and District Commissioners is \$114,000 and \$45,000 respectively. Personnel Services increase by \$40,542 (9%) due to salaries, retirement costs and health benefits.

Materials & Services increases \$470 (1%) based on recent expenditure trends. Training and travel remain at the previous year's level.

The increase in expenditures are considered "base"; the requested budget does not include any "plus" additions.

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

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

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
County Administration	\$ 1,599,113	1,599,113	2,135,442	536,329	34%
Intergovernmental Relations and Communications	723,283	723,283	791,067	67,784	9%
Total	2,322,396	2,322,396	2,926,509	604,113	26%
by category					
Charges for Services	42,023	42,023	45,000	2,977	7%
Operating Transfers In	300,200	300,200	327,611	27,411	9%
Total Revenues	342,223	342,223	372,611	30,388	9%
Personnel Services	2,241,230	2,241,230	2,834,948	593,718	26%
Materials & Services	79,466	79,466	91,561	12,095	15%
Interdepartmental	1,700	1,700	-	(1,700)	-100%
Total Expenditures	2,322,396	2,322,396	2,926,509	604,113	26%
General Fund Subsidy \$	1,980,173	1,980,173	2,553,898	573,725	29%
FTE's	13.00	16.00	16.00	-	0%

Budget Analysis:

Revenues increase \$30,388 (9%). Expenditures increase \$604,113 (26%). General Fund subsidy increases \$573,725 (29%).

Revenues increase primarily due to Video Lottery funds for economic development activities. The County applies a portion of the Video Lottery funds to support staff responsible for the administration and monitoring of the Strategic Investment Program (SIP), coordination with city and not-for-profit economic development partners, review of proposed legislation related to economic development and for special project coordination. For more information about Video Lottery funds, refer to fund 156-1625 (Lottery).

Expenditures increase primarily due to the addition of 3.00 FTE mid-year 2018-19 (Senior Staff Assistant, Staff Assistant and Administrative Assistant). All three are considered “plus” additions; necessitated by the evolving support requirements of the Board of Commissioners, senior executive staff and the business processes of the Board of Commissioners and County Administrative Office. The annualized cost of these positions (salary, benefits and miscellaneous expenses) is approximately \$390,000. The remaining expenditure increases (\$214,000) are considered “base” and relate to salaries, retirement costs, health benefits and minor fluctuations in materials and supplies. Roughly 65% of the expenditure growth is related to the new FTE.

In summary, the requested budget includes roughly \$214,000 in “base” adjustments and \$390,000 in “plus” adjustments.

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

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

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Legal Services	\$ 2,666,395	2,666,395	2,890,346	223,951	8%
Total	2,666,395	2,666,395	2,890,346	223,951	8%
by category					
Intergovernmental	1,792	1,792	1,792	-	0%
Charges for Services	119	119	120	1	1%
Miscellaneous	384	384	334	(50)	-13%
Total Revenues	2,295	2,295	2,246	(49)	-2%
Personnel Services	2,545,679	2,545,679	2,743,255	197,576	8%
Materials & Services	114,853	114,853	140,199	25,346	22%
Other	4,040	4,040	5,069	1,029	25%
Interdepartmental	1,823	1,823	1,823	-	0%
Total Expenditures	2,666,395	2,666,395	2,890,346	223,951	8%
General Fund Subsidy \$	2,664,100	2,664,100	2,888,100	224,000	8%
FTE's	15.00	15.00	15.00	-	0%

Budget Analysis:

Revenues decrease \$49 (2%). Expenditures increase \$223,951 (8%). General Fund subsidy increases \$224,000 (8%).

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

The budget also includes expenses related to expert witnesses, court reporters, trial consultants, videographers and other miscellaneous litigation related expenses. Materials and Services increase \$25,346 primarily due to increased court fees, legal services fees, subscriptions and online research.

The increase in expenditures are considered “base”; the requested budget does not include any “plus” additions.

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

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

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Internal Audit	\$ 504,458	504,458	686,817	182,359	36%
Total	504,458	504,458	686,817	182,359	36%
by category					
Personnel Services	417,328	417,328	597,513	180,185	43%
Materials & Services	87,130	87,130	89,304	2,174	2%
Total Expenditures	504,458	504,458	686,817	182,359	36%
General Fund Subsidy \$	504,458	504,458	686,817	182,359	36%
FTE's	3.00	3.00	4.00	1.00	33%

Budget Analysis:

Expenditures increase \$182,359 (36%). General Fund subsidy increases \$182,359 (36%).

Personnel Services increase \$180,185 (43%) and includes \$64,185 in base adjustments related to salaries, retirement costs and health benefits; and \$116,000 in “plus” adjustments related to the addition of a 1.00 FTE Principal Performance Auditor. The position is requested by the Auditor to enhance the capacity to conduct more complex audits, guide the work of staff auditors and support a quality and timely audit process.

Materials and Services increase \$2,174 (3%) due primarily to training/educations expenses for the new position.

In summary, the requested budget includes \$64,185 in “base” adjustments and \$118,174 in “plus” adjustments.

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

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

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Election Services	\$ 2,341,753	2,341,753	2,532,635	190,882	8%
Total	2,341,753	2,341,753	2,532,635	190,882	8%
by category					
Charges for Services	600,664	600,664	632,648	31,984	5%
Miscellaneous	45,990	45,990	45,990	-	0%
Total Revenues	646,654	646,654	678,638	31,984	5%
Personnel Services	998,373	998,373	1,065,946	67,573	7%
Materials & Services	1,338,380	1,338,380	1,445,189	106,809	8%
Capital Outlay	5,000	5,000	21,500	16,500	330%
Total Expenditures	2,341,753	2,341,753	2,532,635	190,882	8%
General Fund Subsidy	\$ 1,695,099	1,695,099	1,853,997	158,898	9%
FTE's	9.75	10.00	10.00	-	0%

Budget Analysis:

Revenues increase \$31,984 (5%). Expenditures increase \$190,882 (8%). General Fund subsidy increases \$158,898 (9%).

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

Personnel Services increase \$67,573 (8%) due to salaries, retirement costs, health benefits and overtime to meet the demands of the November election and May Presidential Primary. Materials & Services expenditures increase \$106,809 (8%) due primarily to continued growth in registered voters and related expenses (e.g., new drop boxes, postage, professional services, printing).

This a “base” budget that reflects the needs of a growing community.

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

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

Assessment & Taxation 100-3020

Budget Detail

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Tax Collection	\$ 1,065,387	1,065,387	1,147,916	82,529	8%
Appraisal	5,622,460	5,622,460	6,611,820	989,360	18%
Cartography & Records	2,773,615	2,773,615	2,972,264	198,649	7%
Tax Roll & Administration	1,890,063	1,890,063	2,068,107	178,044	9%
Total	11,351,525	11,351,525	12,800,107	1,448,582	13%
by category					
Licenses & Permits	85,500	85,500	85,500	-	0%
Intergovernmental	1,922,800	1,922,800	1,943,400	20,600	1%
Charges for Services	676,000	676,000	633,200	(42,800)	-6%
Fines & Forfeitures	75,500	75,500	75,500	-	0%
Miscellaneous	39,000	39,000	9,500	(29,500)	-76%
Total Revenues	2,798,800	2,798,800	2,747,100	(51,700)	-2%
Personnel Services	10,603,210	10,603,210	12,041,840	1,438,630	14%
Materials & Services	718,815	718,815	754,267	35,452	5%
Other	4,000	4,000	4,000	-	0%
Capital Outlay	25,500	25,500	-	(25,500)	-100%
Total Expenditures	11,351,525	11,351,525	12,800,107	1,448,582	13%
General Fund Subsidy \$	8,552,725	8,552,725	10,053,007	1,500,282	18%
FTE's	105.00	105.00	108.50	3.50	3%

Budget Analysis:

Revenues decrease \$51,700 (2%). Expenditures increase \$1,448,582 (13%). General Fund subsidy increases \$1,500,282 (18%).

Revenues decrease due to decreases in various revenue sources (including \$54,400 in state OrMap revenue, \$45,000 in passport fees, and \$25,500 in Clerk's Recording Fund revenue) which are offset by anticipated increases in state CAFFA grant revenue (\$75,000) and sale of documents (\$5,500).

New expenditures include 3.50 FTE new residential property appraisers – for a total cost of \$433,359 – to meet the needs of the new tax system and to create better alignment with current workload needs. Personnel Services increases \$1,438,630 (14%) due to these new FTEs and for base increases to salaries, retirement costs, health benefits.

Materials & Services increase \$35,452 (5%) due primarily to a \$22,500 increase in contracted archive storage services. Capital Outlay costs are reduced by \$25,500 (100%).

In summary, this budget includes \$1,066,923 in “base” expenditure increases and \$433,359 in new “plus” investments.

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

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

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

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Community Engagement	\$ 242,591	242,591	424,477	181,886	75%
Community Participation Organization	474,739	474,739	445,209	(29,530)	-6%
Total	717,330	717,330	869,686	152,356	21%
by category					
Operating Transfers In	350,000	350,000	350,000	-	0%
Total Revenues	350,000	350,000	350,000	-	0%
Personnel Services	545,628	545,628	658,412	112,784	21%
Materials & Services	171,702	171,702	211,274	39,572	23%
Total Expenditures	717,330	717,330	869,686	152,356	21%
General Fund Subsidy \$	367,330	367,330	519,686	152,356	41%
FTE's	5.00	5.00	6.00	1.00	20%

Budget Analysis:

Expenditures increase \$152,356 (21%). General Fund subsidy increases \$152,356 (41%).

Revenue for this organization unit is a combination of General Fund subsidy (\$611,413) and video lottery funds that support the CPO Program (\$350,000).

The Community Engagement organization unit includes two programs: general Community Engagement and CPO (Community Participation Organization). New investments in the Community Engagement program will expand our capacity for Diversity, Equity and Inclusion (DEI) efforts across the organization. New DEI-related expenditures are an estimated \$140,512 and include the following:

- 1) The addition of a new 1.00 FTE program coordinator to address equity priorities (\$97,012).
- 2) Professional Services increase (from \$40,000 to \$80,000) for the Civic Leaders program to move to two cohort trainings each year.
- 3) Professional Services increase (from \$3,500 to \$7,000) for translation services in support of our LEAP (Limited English Assistance Plan) activities.

"Base" support continues for both program elements:

Community Engagement:

Support continues for Westside Voices in partnership with Clean Water Services (\$15,000) and for consultation on digital engagement tools (\$10,000). In order to better align workload, a 0.25 FTE shift in staff allocation between the programs results in a slight increase in Personnel costs in Community Engagement and slight decrease in the CPO Program.

Community Participation Organization:

CPO Program expenditures decrease almost \$30,000 primarily due to a \$20,000 reduction in budgeted printing costs and the slight FTE reallocation mentioned above. Support for CPO special projects (\$2,500) and marketing (\$10,000) remains the same as in previous years.

In summary, new expenditures include \$11,844 for "base" investments and \$140,512 for "plus" investments.

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

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

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
County Emergency Management	\$ 949,596	949,596	1,096,702	147,106	15%
Total	949,596	949,596	1,096,702	147,106	15%
by category					
Intergovernmental	200,000	200,000	205,000	5,000	3%
Miscellaneous	42,932	42,932	137,000	94,068	219%
Total Revenues	242,932	242,932	342,000	99,068	41%
Personnel Services	745,216	745,216	826,101	80,885	11%
Materials & Services	204,380	204,380	270,001	65,621	32%
Interdepartmental	-	-	600	600	0%
Total Expenditures	949,596	949,596	1,096,702	147,106	15%
General Fund Subsidy \$	706,664	706,664	754,702	48,038	7%
FTE's	6.00	6.00	6.00	-	0%

Budget Analysis:

Revenues increase \$99,068 (41%). Expenditures increase \$147,106 (15%). General Fund subsidy increases \$48,038 (7%).

This is the third year the County Emergency Management and Emergency Management Cooperative (EMC) are fully integrated for budget and administration purposes. In addition to funding the traditional County emergency management program, this budget includes revenues from EMC partner agencies to fund the implementation of the EMC annual work plan.

The EMC continues its collaborative work with the participation of Washington County, Clean Water Services, Tualatin Valley Fire and Rescue (TVF&R), the cities of Beaverton, Cornelius, Forest Grove, Hillsboro, Sherwood, Tigard, Tualatin, and its newest member, the city of North Plains. Key work priorities for fiscal year 2019-20 include: 1) hazardous materials release planning; 2) shelter planning; 3) community points of dispensing planning; 4) alert and warning planning; 5) recovery planning; and 6) citizen preparedness.

County Emergency Management will continue to lead and support the work of the EMC while pursuing other County-specific efforts. County work priorities include: 1) Support Services department operations center (DOC) development; 2) emergency operations center (EOC) staff development; 3) disability, access and functional needs planning; 4) workforce readiness; and 5) increasing support to the Sheriff's Office and Department of Health and Human Services.

The increase in expenditures are considered "base"; the requested budget does not include "plus" additions.

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

1. **Support Services Administration (100-351005)**: Provides administrative support to division managers; assist in the development, planning and implementation of department goals and objectives; recommend and administer policies & procedures.
2. **Sustainability (100-351010)**: Guides sustainable best practices within the organization; conducts training, engagement activities, data analysis and project implementation.
3. **Risk Services (100-351015)**: Manages the County's insurance programs for liability/casualty, property, workers compensation, and oversees the County's safety programs.

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Support Services Administration	\$ 127,896	127,896	587,027	459,131	359%
Sustainability	294,645	294,645	388,964	94,319	32%
Risk Services	1,065,418	1,065,418	1,210,334	144,916	14%
Total	1,487,959	1,487,959	2,186,325	698,366	47%
by category					
Intergovernmental	-	-	3,500	3,500	0%
Interdepartmental	10,000	10,000	10,000	-	0%
Miscellaneous	43,645	43,645	49,420	5,775	13%
Total Revenues	53,645	53,645	62,920	9,275	17%
Personnel Services	1,103,261	1,103,261	1,740,335	637,074	58%
Materials & Services	382,898	382,898	444,190	61,292	16%
Interdepartmental	1,800	1,800	1,800	-	0%
Total Expenditures	1,487,959	1,487,959	2,186,325	698,366	47%
General Fund Subsidy \$	1,434,314	1,434,314	2,123,405	689,091	48%
FTE's	9.50	9.50	13.00	3.50	37%

Budget Analysis:

Revenues increase \$9,275 (17%). Expenditures increase \$698,366 (47%). General Fund subsidy increases \$689,091 (48%).

Personnel Services increase \$637,074 (58%). This is due to \$172,007 in "base" adjustments for salaries, retirement costs and health benefits. The "base" salary adjustment includes full year funding for a Risk Analyst funded for six months in fiscal year 2018-19. The \$465,067 in "plus" adjustments is due to the addition of 3.50 FTE: 1.00 FTE Assistant Director of Support Services; 1.00 FTE Management Analyst II; 1.00 FTE Department Communications Coordinator and 0.50 FTE Program Specialist (Sustainability).

The proposed additions of Assistant Director, Management Analyst and Communications Coordinator are elements of a strategy to formalize and enhance the centralized management structure within the Department of Support Services. The Department has more than 300 employees in ten (10) divisions/offices, including Information Technology Services; Human Resources; Risk Management; Central Services; Finance; Purchasing; Fleet Services; Facilities & Parks Services; Sustainability; and Emergency Management. Currently, the department has no dedicated management resources outside of the divisions and the Assistant County Administrator. As the County organization has grown and the demands and expectations have evolved; the department requires additional management/leadership support to the Division Managers; capacity to perform complex analysis and project management; and to enhance communication and outreach efforts to employees and other stakeholders. This investment will bring the structure more in line with similar sized departments, and positions Support Services to address and respond to strategic priorities, including: Diversity Equity and Inclusion; Sustainability; Space Planning; Employer of Choice Initiatives; training/development initiatives; and technology innovations. It is also a return to an organizational model that was in place until roughly FY 1997-98, which included a Director, Assistant Director, Management Analysts and administrative support staff.

The additional 0.50 FTE Program Specialist in Sustainability will provide enhanced support to the County's expanding efforts.

Materials & Services increase \$61,292 (16%) due primarily to "plus" requests for ergonomic furniture purchases (\$25,000); professional services for specialized consultant services (\$30,000); and training/travel for new staff (\$2,690).

In summary, the requested budget includes \$175,609 in "base" adjustments and \$522,757 in "plus" adjustments.

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

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

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Finance	\$ 2,746,896	2,746,896	3,190,379	443,483	16%
Total	2,746,896	2,746,896	3,190,379	443,483	16%
by category					
Fines & Forfeitures	4,000	4,000	4,000	-	0%
Miscellaneous	197,750	197,750	197,500	(250)	0%
Total Revenues	201,750	201,750	201,500	(250)	0%
Personnel Services	2,128,078	2,128,078	2,483,463	355,385	17%
Materials & Services	506,818	506,818	569,916	63,098	12%
Other	112,000	112,000	137,000	25,000	22%
Total Expenditures	2,746,896	2,746,896	3,190,379	443,483	16%
General Fund Subsidy \$	2,545,146	2,545,146	2,988,879	443,733	17%
FTE's	17.00	17.00	18.00	1.00	6%

Budget Analysis:

Expenditures increase \$443,483 (16%). General Fund subsidy increases \$443,733 (17%).

Revenues remain status quo.

Personal Services increases \$355,385 of which approximately \$235,385 is considered “base” for salaries, retirement costs and health benefits. The addition of a 1.00 FTE Financial Analyst is a “plus” add to enhance the Finance Divisions capacity to conduct special projects, studies and reviews. The costs for this 12-month position is estimated at nearly \$120,000 for fiscal year 2019-20.

Materials & Services increases \$59,822 of which \$18,098 is considered “base” for adjustments over several line-items, including professional services (audit services), public notices, training and travel. The “plus” request includes \$45,000 for a Portland State University Hatfield Fellow to provide additional capacity for special projects.

Other Expenditures increase \$25,000 due primarily to increased banking fees and cash handling carrier services.

In summary, of the \$443,483 increase in expenditures, roughly \$278,483 is considered “base” and \$165,000 “plus” for the additional 1.00 FTE Financial Analyst and PSU Hatfield Fellow.

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

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

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Human Resources	\$ 3,238,492	3,238,492	3,994,623	756,131	23%
Total	3,238,492	3,238,492	3,994,623	756,131	23%
by category					
Personnel Services	2,792,438	2,792,438	3,499,924	707,486	25%
Materials & Services	446,054	446,054	494,699	48,645	11%
Total Expenditures	3,238,492	3,238,492	3,994,623	756,131	23%
General Fund Subsidy \$	3,238,492	3,238,492	3,994,623	756,131	23%
FTE's	23.00	26.00	26.00	-	0%

Budget Analysis:

Expenditures increase \$756,131 (23%). General Fund subsidy increases \$756,131 (23%).

Personnel Services increase \$707,486 (25%). This includes roughly \$304,000 in “base” adjustments related to salaries, retirement costs and health benefits; and \$403,000 in “plus” investments made mid-year 2018-19. The mid-year adjustments were made to address service level challenges in the areas of recruitment/outreach and classification/compensation management. It included the addition of 3.00 FTE: a 1.00 FTE Human Resources Analyst II; 2.00 FTE Human Resources Specialist; and a temporary variable hour Sr. Human Resources Analyst. No additional positions are included in the fiscal year 2019-20 requested budget.

Materials & Services increase \$48,645 (11%) due primarily to a Sexual Harassment training consultant (\$25,000) and Pay Equity Study (\$75,000); partially off-set by a reduction (\$35,000) in outside legal fees. The County anticipates completing negotiations with Teamsters, Washington County Police Officers Association (WCPOA) and Federation of Parole and Probation Officers (FOPPO) in FY 2019-20; with Oregon Nurses Association (ONA) and American Federation of State, County and Municipal Employees (AFSCME) negotiations anticipated in the spring of 2020.

In summary, of the \$756,131 increase in expenditures, roughly \$353,000 is considered “base” and \$403,000 “plus” for the additional 3.00 FTE regular positions and a variable hour position added mid-year 2018-19.

1. **ITS Operations** (100-352510): This program accounts for the costs of supporting the County's information technology and telecommunications services including staff and office related expenses.
2. **ITS Maintenance Advanced Technology** (100-352515): This program accounts for the cost of Internet and Intranet technologies such as County websites, land-oriented technologies including permitting and taxation, engineering and geographic information systems (mapping) related systems and services are included in this program.
3. **ITS Maintenance Application Support** (100-352520): This program accounts for the cost of primary business applications for County departments.
4. **ITS Maintenance Technical Services** (100-352525): This program accounts for the cost of all client configurations, network, server, and security infrastructure.
5. **ITS Maintenance Voice Services** (100-352530): With the completion of the VoIP project, this program's budget and staffing has been integrated with the Technical Services program.
6. **ITS Maintenance Office of the Chief Information Officer (CIO)** (100-352535): This program accounts for the cost associated with items of significance to all programs within ITS. Programs of significance include resources related to managing service, project management, security and compliance.

Information Technology Services 100-3525

Budget Detail

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
ITS Operations	\$ 11,662,551	11,662,551	12,824,253	1,161,702	10%
ITS Maintenance Advanced Technology	957,226	957,226	1,230,819	273,593	29%
ITS Maintenance Application Support	2,195,262	2,195,262	2,433,259	237,997	11%
ITS Maintenance Technical Services	2,642,795	2,642,795	3,210,738	567,943	21%
ITS Maintenance Voice Services	433,933	433,933	-	(433,933)	-100%
ITS Maintenance Office of the Chief Information Officer (CIO)	194,435	194,435	259,435	65,000	33%
Total	18,086,202	18,086,202	19,958,504	1,872,302	10%
by category					
Interdepartmental	836,500	836,500	970,000	133,500	16%
Miscellaneous	2,000	2,000	-	(2,000)	-100%
Operating Transfers In	131,000	131,000	140,000	9,000	7%
Total Revenues	969,500	969,500	1,110,000	140,500	14%
Personnel Services	11,454,195	11,454,195	12,651,084	1,196,889	10%
Materials & Services	6,625,707	6,625,707	7,252,420	626,713	9%
Capital Outlay	6,300	6,300	55,000	48,700	773%
Total Expenditures	18,086,202	18,086,202	19,958,504	1,872,302	10%
General Fund Subsidy \$	17,116,702	17,116,702	18,848,504	1,731,802	10%
FTE's	81.00	81.00	83.75	2.75	3%

Budget Analysis:

Revenues increase \$140,500 (14%). Expenditures increase \$1,872,302 (10%). General Fund subsidy increases \$1,731,802 (10%).

The increase in expenditures is due to \$1,196,889 (10%) in personnel services; \$626,716 (9%) in materials and services; and \$48,700 (773%) in capital outlay. In terms of personnel services, the requested budget includes \$928,886 in "base" adjustments for salaries, retirement costs, health benefits, a 0.70 FTE Client Services Technician; and \$268,003 in "plus" adjustments for a 1.00 FTE ITS Business Analyst and a 1.00 FTE Web System Administrator. The 0.70 FTE included in the base represents the conversion of an existing contracted position to a County position. The two new "plus" positions will provide 1) enhanced support to departments in meeting their business needs through technology use and integration; and 2) enhanced support to the web team during an upgrade to the web infrastructure.

The increase in materials and services is primarily due to "base" adjustments related to the ongoing costs of software application licenses which tend to increase 5% per year. In addition, the requested budget includes licensing and maintenance costs associated with new systems, including: Assessment and Taxation, Permits Plus, contracting system and ITS service management software. These are considered "base" as these projects were initiated in previous years and implemented under a subscription model (software as a service) in which costs are charged as maintenance.

The requested budget also includes growth in communications costs. Primary factors for this growth include demand for network bandwidth and on-boarding of new county facilities. Bandwidth growth is driven by the transition to hosted applications, the needs of end-users as the use of web-enabled applications grows, and the expansion of web-connected devices.

Capital outlay increases \$48,700 due to the “plus” purchase of a secure and compliant text and voice messaging system.

In summary, the requested budget includes roughly \$1,555,599 in “base” adjustments and \$316,703 in “plus” adjustments.

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

1. **Purchasing Services** (100-353005): Responsible for 1) fair and equitable contracting practices; 2) current solicitation opportunities such as request for quotes, invitation to bids and request for proposals; 3) training department staff; 4) reviewing contracts and administering purchasing/contracting policies and procedures; 5) implementing, maintaining, and providing training for the contract management database.
2. **Personal Property Disposition** (100-353010): Obtains necessary surplus declarations, provides storage facilities, and coordinates auctions and other formal sales, as well as the record keeping.

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Purchasing Services	\$ 560,720	560,720	625,749	65,029	12%
Personal Property Disposition	700	700	500	(200)	-29%
Total	561,420	561,420	626,249	64,829	12%
by category					
Miscellaneous	8,000	8,000	8,000	-	0%
Total Revenues	8,000	8,000	8,000	-	0%
Personnel Services	540,188	540,188	588,748	48,560	9%
Materials & Services	20,982	20,982	37,251	16,269	78%
Other	250	250	250	-	0%
Total Expenditures	561,420	561,420	626,249	64,829	12%
General Fund Subsidy \$	553,420	553,420	618,249	64,829	12%
FTE's	5.00	5.00	5.00	-	0%

Budget Analysis:

Expenditures increase \$64,829 (12%). General Fund subsidy increases \$64,829 (12%).

Increase in Personal Services (\$48,560) is due to “base” costs associated with salaries, retirement costs and health benefits. Materials and Services increases (\$16,269) due primarily to “plus” requests. This includes (\$10,550) for enhanced community outreach as part of the County’s Diversity, Equity and Inclusion efforts and includes sponsorship and participation in community outreach events and tradeshow (\$9,050); and outreach supplies (\$1,500). The remaining increase (\$5,719) in materials and services is due primarily to: 1) training (\$4,500) for the new contract management software system, DEI, Sustainability and other professional development opportunities; 2) travel related to the training (\$1,850); and 3) other miscellaneous adjustments for dues, mail messenger and books/subscriptions.

Planned outreach events for FY 2019-20 include, but are not limited to the following:

- RVTS (Reverse Vendor Trade Show) – October 2019
- Sustainable Leadership Summit – February 2020
- Governors Market Place – March 2020
- Best HQ Expo West – April 2020
- Washington County Meet & Greet – April 2020
- OAME Tradeshow (Oregon Association of Minority Entrepreneurs) – May 2020

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

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

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Facilities Maintenance	\$ 5,783,969	5,783,969	6,394,327	610,358	11%
Facilities Operations	6,127,684	6,127,684	6,828,322	700,638	11%
Real Property Maintenance	59,950	59,950	61,450	1,500	3%
Total	11,971,603	11,971,603	13,284,099	1,312,496	11%
by category					
Interdepartmental	10,000	10,000	10,000	-	0%
Miscellaneous	90,000	90,000	97,450	7,450	8%
Total Revenues	100,000	100,000	107,450	7,450	7%
Personnel Services	5,612,168	5,612,168	6,335,732	723,564	13%
Materials & Services	6,170,635	6,170,635	6,794,317	623,682	10%
Other	2,250	2,250	2,250	-	0%
Interdepartmental	1,300	1,300	1,300	-	0%
Capital Outlay	185,250	185,250	150,500	(34,750)	-19%
Total Expenditures	11,971,603	11,971,603	13,284,099	1,312,496	11%
General Fund Subsidy \$	11,871,603	11,871,603	13,176,649	1,305,046	11%
FTE's	50.80	50.80	53.00	2.20	4%

Budget Analysis:

Revenues increase \$7,450 (7%). Expenditures increase \$1,312,496 (11%). General Fund subsidy increases \$1,305,046 (11%).

Facilities Maintenance:

This program does not include any staff costs, but reflects materials, supplies, utilities and contracts for service. The program increases \$255,602 (4%). The increase in maintenance resources is due to recently acquired buildings (Public Service Annex, Adams Crossing, Public Safety Training Center and Blanton), ongoing needs to maintain existing buildings, and infrastructure support for additional County employees. The net increase is the result of 1) \$25,000 in utilities; 2) \$103,202 for contracting services including landscaping, heating, ventilation and air conditioning (HVAC), security and general maintenance, 3) \$53,000 increase in maintenance supplies, 4) \$20,000 increase for chairs and furniture, 5) \$75,000 for a three-dimensional laser scanner to provide building information modeling to support the design, construction and maintenance of building infrastructure, 6) 354,756 for a new leased location for the Elections office, and 7) other minor increases and decreases. Of the total expenditure increase in this program, \$180,602 is "base" and \$429,756 (3D scanner & new lease) is "plus".

Facilities Operations:

This program includes all the expenses related to Facilities staff, including personnel services, training, travel and vehicles. The program increases 700,368 (11%). Personnel Services increase \$723,564 (13%). This includes "base" expenses of \$572,341 for salaries, retirement costs, health benefits and the addition of a 1.00 FTE Facilities Maintenance Technician to provide maintenance support to the added square footage. "Plus" expenses (\$151,223) include the addition of a 1.00 FTE Administrative Specialist II in Property Management and a variable hour (temporary) Operations Supervisor. The new position in Property Management will assist in the implementation of a new property management software, enhance communication and outreach to the public, prepare reports and support the Real Property Coordinator. The temporary Operations Supervisor will augment the HVAC team. Materials and supplies increase \$86,824 (26%) and represent "base" level adjustments for training, travel and fleet internal. Interfund expenditures decrease \$109,750 due to a reduction in vehicle purchases.

Facilities Real Property:

This program increases \$1,500 (3%). The increase in Real Property is due to an increasing need to support and maintain acquired properties. The net increase is the result of increases in contracted maintenance services and utilities. The costs of this program are offset by revenues from sales of foreclosed properties. The increase is considered "base".

In summary, of the \$1,312,496 increase in expenditures, roughly \$731,517 is considered "base" and \$580,979 "plus".

Fleet Services 500-3540

Budget Detail

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

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

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Fleet Services	\$ 5,123,211	5,123,211	5,684,728	561,517	11%
Total	5,123,211	5,123,211	5,684,728	561,517	11%
by category					
Charges for Services	4,650,975	4,650,975	5,255,550	604,575	13%
Interdepartmental	28,877	28,877	86,662	57,785	200%
Miscellaneous	4,775	4,775	7,850	3,075	64%
Total Revenues	4,684,627	4,684,627	5,350,062	665,435	14%
Personnel Services	1,884,551	1,884,551	2,276,958	392,407	21%
Materials & Services	2,398,630	2,398,630	2,536,024	137,394	6%
Interdepartmental	347,653	347,653	441,260	93,607	27%
subtotal	4,630,834	4,630,834	5,254,242	623,408	13%
Contingency	492,377	492,377	430,486	(61,891)	-13%
Total Expenditures	5,123,211	5,123,211	5,684,728	561,517	11%
Revenues under Expenditures	(438,584)	(438,584)	(334,666)	103,918	-24%
Beginning Fund Balance	438,584	438,584	334,666	(103,918)	-24%
Ending Fund Balance \$	-	-	-	-	
FTE's	17.00	17.00	21.00	4.00	24%

Budget Analysis:

Revenues increase \$665,435 (14%). Expenditures, excluding Contingency, increase \$623,408 (13%). Contingency decreases \$61,891 (13%). Beginning fund balance decreases \$103,918 (24%).

Fleet Services is funded by fees charged to County departments and other agencies. Outside agencies receiving services includes City of Cornelius and the Oregon Department of Administrative Services. Rates are established to provide funding for services and to maintain an adequate fund balance. Increases in revenues is primarily due to the addition of two (2) mechanics which increases billable hours.

Personnel Services increase \$392,407 (21%) due to adjustments related to salaries, retirement costs, health benefits (\$132,407) and the addition of 4.00 FTE: 1.00 FTE Automotive Mechanic; 1.00 FTE Equipment Mechanic; 1.00 FTE Management Analyst I and 1.00 FTE Stores Clerk (\$313,000). The costs associated with the new positions (\$313,000) is partially offset by a decrease in temporary staff expenses (\$53,000). Two 0.40 FTE variable hour employees (Sr. Management Analyst and Stores Clerk) will be eliminated with the conversion to regular full-time staff.

The request for two mechanics is based on a "best practices" Equivalency Model that considers several factors in projecting required technician staffing levels. This model indicates a current deficiency of three mechanics. Division Management is confident that two additional technicians will meet the near to mid-term needs. The Management Analyst I will improve timely acquisition and upfit of new and replacement units. The Stores Clerk will provide enhanced inventory management and customer service. Although, the fleet has increased by more than 100 units over the last ten years; fleet staff has decreased by nearly 2.00 FTE over the same period (through fiscal year 2018-19).

Materials & Services increase \$137,394 (6%) due to minor adjustments over multiple line items, including automotive parts (\$149,306). Fuel costs are expected to remain steady for FY 2019-20. Professional Services increase \$9,050 as Fleet Services will manage all online technical and diagnostic electronic subscriptions directly. Repair and Maintenance Services increase \$15,000 as major shop equipment is reaching the end of its useful life and will require overhaul services.

The Contingency is available to address any unforeseen events.

Central Services 516-3545

Budget Detail

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

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

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Central Services Contingency	\$ 126,818	126,818	173,471	46,653	37%
Mail Messenger	1,139,690	1,139,690	1,188,175	48,485	4%
Printing and Copiers	762,188	762,188	698,690	(63,498)	-8%
Total	2,028,696	2,028,696	2,060,336	31,640	2%
by category					
Charges for Services	1,657,785	1,657,785	1,735,665	77,880	5%
Miscellaneous	160,000	160,000	160,000	-	0%
Total Revenues	1,817,785	1,817,785	1,895,665	77,880	4%
Personnel Services	557,645	557,645	587,416	29,771	5%
Materials & Services	875,666	875,666	904,026	28,360	3%
Interdepartmental	218,567	218,567	225,423	6,856	3%
Capital Outlay	250,000	250,000	170,000	(80,000)	-32%
subtotal	1,901,878	1,901,878	1,886,865	(15,013)	-1%
Contingency	126,818	126,818	173,471	46,653	37%
Total Expenditures	2,028,696	2,028,696	2,060,336	31,640	2%
Revenues under expenditures	(210,911)	(210,911)	(164,671)	46,240	-22%
Beginning Fund Balance	210,911	210,911	164,671	(46,240)	-22%
Ending Fund Balance \$	-	-	-	-	
FTE's	7.00	7.00	7.00	-	0%

Budget Analysis:

Revenues increase \$77,880 (4%). Expenditures, excluding Contingency, decrease \$15,013 (1%). Contingency increases \$46,653 (37%). Beginning fund balance decreases \$46,240 (22%).

Revenues increase due primarily to the Mail Messenger fee for fiscal years 2018-19 and 2019-20. This internal fee was established to collect funds for future vehicle/equipment replacements.

Personnel Services increase \$13,680 (3%) due to salaries, retirement costs and health benefits. Capital Outlay increases \$185,000 (285%) based on the schedule for the purchase/replacement of new copiers for departments.

Contingency increases to set aside for future vehicle/equipment replacements.



Public Safety & Justice

- Sheriff's Office Administration100-4010
- Law Enforcement100-4020
- Jail100-4030
- Jail Health Care - New.....100-4035
- District Attorney100-4510
- Juvenile100-5010
- Juvenile Administration100-5030
- Jail Health Care (ended 6/30/2019)100-7020
- Justice Court100-8010
- Law Library176-8510
- District Patrol182-4020
- Sheriff's Contract Services186-4060
- Community Corrections188-5510
- Juvenile Grants196-5040
- Juvenile Conciliation Services197-5020
- Court Security202-4040
- Grants & Donations224-4050
- Jail Commissary226-4030
- Juvenile High Risk Prevention Funds228-5050
- Local Option Levy Administration234-1690
- Local Option Levy Sheriff's Administration234-4010
- Local Option Levy Law Enforcement234-4020
- Local Option Levy Jail234-4030
- Local Option Levy District Attorney234-4510
- Local Option Levy Juvenile234-5010
- Local Option Levy Community Corrections234-5515
- Civil Forfeitures238-4090

PUBLIC SAFETY & JUSTICE

BUDGET OVERVIEW

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

Organization Unit	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
LOL Administration	\$ 20,379,890	20,379,890	16,239,731	(4,140,159)	-20%
subtotal - Administration	20,379,890	20,379,890	16,239,731	(4,140,159)	-20%
Sheriff's Office Administration	5,486,841	5,486,841	6,188,105	701,264	13%
Law Enforcement	23,799,546	23,799,546	25,908,563	2,109,017	9%
Jail	28,433,678	28,433,678	30,620,760	2,187,082	8%
Jail Health Care	-	-	5,643,258	5,643,258	0%
District Patrol	28,438,432	28,438,432	29,657,742	1,219,310	4%
Sheriff's Contract Services	1,253,233	1,253,233	1,345,255	92,022	7%
Court Security	1,540,700	1,540,700	1,259,141	(281,559)	-18%
Grants & Donations	2,378,178	2,378,178	2,224,412	(153,766)	-6%
Jail Commissary	848,940	848,940	1,206,812	357,872	42%
LOL Sheriff's Administration	1,390,632	1,390,632	2,368,447	977,815	70%
LOL Law Enforcement	12,140,633	12,140,633	13,456,867	1,316,234	11%
LOL Jail	2,986,545	2,986,545	3,196,718	210,173	7%
Civil Forfeitures	322,589	322,589	560,567	237,978	74%
subtotal - Sheriff's Office	109,019,947	109,019,947	123,636,647	14,616,700	13%
District Attorney	12,965,705	12,965,705	14,624,418	1,658,713	13%
LOL District Attorney	3,239,380	3,239,380	3,892,157	652,777	20%
subtotal - District Attorney	16,205,085	16,205,085	18,516,575	2,311,490	14%
Juvenile	7,234,174	7,234,174	7,828,921	594,747	8%
Juvenile Administration	1,445,069	1,445,069	1,628,510	183,441	13%
Juvenile Grants	886,187	886,187	939,730	53,543	6%
Juvenile Conciliation Services	708,691	708,691	733,239	24,548	3%
Juvenile High Risk Prevention Funds	2,889,126	2,889,126	3,029,945	140,819	5%
LOL Juvenile	1,637,534	1,637,534	1,811,049	173,515	11%
subtotal - Juvenile	14,800,781	14,800,781	15,971,394	1,170,613	8%
Community Corrections	22,772,196	22,772,196	23,970,436	1,198,240	5%
LOL Community Corrections	4,572,735	4,572,735	5,111,406	538,671	12%
subtotal - Community Corrections	27,344,931	27,344,931	29,081,842	1,736,911	6%
Jail Health Care	5,439,715	5,439,715	-	(5,439,715)	-100%
Justice Court	839,782	839,782	911,455	71,673	9%
Law Library	1,272,612	1,272,612	1,263,811	(8,801)	-1%
subtotal - Other	7,552,109	7,552,109	2,175,266	(5,376,843)	-71%
Totals	195,302,743	195,302,743	205,621,455	10,318,712	5%
General Fund	85,644,510	85,644,510	93,353,990	7,709,480	9%
Special Funds	109,658,233	109,658,233	112,267,465	2,609,232	2%
Totals \$	195,302,743	195,302,743	205,621,455	10,318,712	5%
FTE's	\$ 946.45	950.40	983.50	33.10	3%

PUBLIC SAFETY & JUSTICE

BUDGET OVERVIEW

Category Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Taxes	\$ 26,267,808	26,267,808	27,295,805	1,027,997	4%
Licenses & Permits	731,200	731,200	736,200	5,000	1%
Intergovernmental	25,411,670	25,411,670	26,191,832	780,162	3%
Charges for Services	5,335,796	5,335,796	5,699,023	363,227	7%
Fines & Forfeitures	2,500,000	2,500,000	2,380,000	(120,000)	-5%
Interdepartmental	4,333,087	4,333,087	4,869,417	536,330	12%
Miscellaneous	31,510,547	31,510,547	32,390,870	880,323	3%
Operating Transfers In	2,606,481	2,606,481	2,606,480	(1)	0%
Total Revenues	98,696,589	98,696,589	102,169,627	3,473,038	4%
Personnel Services	122,664,967	122,664,967	135,476,164	12,811,197	10%
Materials & Services	28,315,972	28,315,972	28,579,452	263,480	1%
Other	3,528,541	3,608,541	3,834,406	225,865	6%
Interdepartmental	16,989,080	16,989,080	18,174,098	1,185,018	7%
Operating Transfers Out	2,161,739	2,297,739	13,000	(2,284,739)	-99%
Capital Outlay	1,667,100	1,667,100	1,991,300	324,200	19%
subtotal	175,327,399	175,543,399	188,068,420	12,525,021	7%
Contingency	19,975,344	19,759,344	17,553,035	(2,206,309)	-11%
Total Expenditures	195,302,743	195,302,743	205,621,455	10,318,712	5%
Revenues under expenditures	(96,606,154)	(96,606,154)	(103,451,828)	(6,845,674)	7%
General Fund Subsidy	70,949,336	70,949,336	78,014,944	7,065,608	10%
Special Funds Beginning Balances	25,656,818	25,656,818	25,436,884	(219,934)	-1%
Ending Fund Balances \$	-	-	-	-	

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

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

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Sheriff's Office Executive Administration	\$ 1,517,116	1,517,116	1,679,241	162,125	11%
Business Support Services	1,292,758	1,292,758	1,402,353	109,595	8%
Training	1,471,554	1,471,554	1,752,464	280,910	19%
Law Enforcement Technology	501,524	501,524	584,782	83,258	17%
Professional Standards	703,889	703,889	769,265	65,376	9%
Total	\$ 5,486,841	5,486,841	6,188,105	701,264	13%
by category					
Interdepartmental	41,226	41,226	42,463	1,237	3%
Miscellaneous	438,247	438,247	442,903	4,656	1%
Total Revenues	479,473	479,473	485,366	5,893	1%
Personnel Services	4,673,402	4,673,402	5,198,491	525,089	11%
Materials & Services	735,999	735,999	841,385	105,386	14%
Other	33,840	33,840	34,517	677	2%
Interdepartmental	29,000	29,000	31,512	2,512	9%
Capital Outlay	14,600	14,600	82,200	67,600	463%
Total Expenditures	5,486,841	5,486,841	6,188,105	701,264	13%
General Fund Subsidy	5,007,368	5,007,368	5,702,739	695,371	14%
FTE's	34.00	34.00	33.75	(0.25)	-1%

Budget Analysis:

Revenues increase \$5,893 (1%). Expenditures increase \$701,264 (13%). General Fund subsidy increases \$695,371 (14%).

The decrease in revenues reflects a net of the addition of \$18,000 (180%) in Training for metal reclamation and in-house trainer reimbursements and a decrease of overhead charged to contract cities and Tri-met of \$13,344 (3%).

Personnel Services increase \$525,089 (11%) and includes a 0.25 FTE decrease. Executive Administration added 1.00 FTE Chief Deputy and re-assigned 2.00 FTE Management Analysts. Law Enforcement Technology added 0.75 FTE Client Services Tech I, off-set by a reduction of a 0.50 FTE temporary help position. All position additions and re-assignments are considered "base" changes as each one relates to organization changes that will offset any increase in expenditures.

Materials & Services increase \$105,386 (14%) due primarily to increases in Ballistic Vests of \$4,250 (261%); Ammunition costs of \$23,000 (11%); General Supplies of \$4,150 (19%) for safety equipment and taser batteries; Small Tools of \$4,605 (4%) and range Maintenance fees of \$20,000 (211%) for the new Training Center.

Professional Services increase \$20,500 (36%) to accommodate additional in-house trainers and consulting fees. Training and education was increased \$6,000 (15%) to accommodate additional specialized "Train the Trainer" courses for Training Unit personnel. Travel expense increased \$13,200 (29%) to cover both the additional Training costs as well as travel costs associated with Law Enforcement Technology specialized training related travel costs. Expenditures related to the operation of the Public Safety Training Center (PSTC) are considered "base" adjustments. The added "base" costs are necessary to help establish an operational foundation for the PSTC.

Interdepartmental increases \$2,512 (9%) for forfeiture legal costs now calculated through the County Cost Plan.
Capital Outlay increases \$67,600 (463%) for a new SKID platform, two range vacuums and new copier.

In summary, the requested budget includes roughly \$127,000 in "base" adjustments primarily focused on operating the PSTC with \$574,000 in remaining "base" increases due primarily to salaries, retirement costs, and health benefits.

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

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

Law Enforcement 100-4020

Budget Detail

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Patrol Operations	\$ 10,942,651	10,942,651	12,467,791	1,525,140	14%
Investigations	6,864,068	6,864,068	7,096,730	232,662	3%
Records	1,811,831	1,811,831	1,955,919	144,088	8%
Public Affairs	975,399	975,399	1,037,243	61,844	6%
Civil	1,395,000	1,395,000	1,387,558	(7,442)	-1%
Permits	480,517	480,517	501,166	20,649	4%
Forensics	518,486	518,486	460,275	(58,211)	-11%
Evidence	352,521	352,521	491,455	138,934	39%
Sheriff's Office Services Administration	459,073	459,073	510,426	51,353	11%
Total	\$ 23,799,546	23,799,546	25,908,563	2,109,017	9%
by category					
Licenses & Permits	695,000	695,000	700,000	5,000	1%
Intergovernmental	163,862	163,862	150,432	(13,430)	-8%
Charges for Services	2,987,822	2,987,822	3,228,077	240,255	8%
Interdepartmental	138,613	138,613	189,980	51,367	37%
Miscellaneous	381,300	381,300	290,400	(90,900)	-24%
Total Revenues	4,366,597	4,366,597	4,558,889	192,292	4%
Personnel Services	20,242,427	20,242,427	22,006,242	1,763,815	9%
Materials & Services	2,397,912	2,397,912	2,582,296	184,384	8%
Other	838,707	838,707	826,525	(12,182)	-1%
Interdepartmental	1,000	1,000	-	(1,000)	-100%
Capital Outlay	319,500	319,500	493,500	174,000	54%
Total Expenditures	23,799,546	23,799,546	25,908,563	2,109,017	9%
General Fund Subsidy	19,432,949	19,432,949	21,349,674	1,916,725	10%
FTE's	149.40	149.40	153.40	4.00	3%

Budget Analysis:

Revenues increase \$192,292 (4%). Expenditures increase \$2,109,017 (9%). General Fund subsidy increases \$1,916,725 (10%).

Revenue increases due in large part to contracted enforcement services, \$286,255 (12%), for Hillsboro School District, Tri-Met and the cities of Banks, Cornelius, and Gaston and is off-set by decreases in foreclosure service fees (\$65,000) which continues to decline.

Personnel Services increase \$1,763,815 (9%) due primarily to the addition of 3.00 "base" FTE: 1.00 FTE Sergeant to keep pace with population; 1.00 FTE Deputy fully reimbursed by the City of Cornelius contract; and 1.00 FTE Evidence Officer to process and manage body worn camera evidence; salaries, retirement costs, and health benefits; and a 1.00 FTE Management Analyst is moved from Executive Administration into Patrol.

Materials & Services "base" expenditures increase \$184,384 (8%). Increases in Body Armor of \$8,900 (42%) and Fleet operating costs of \$202,109 (18%) are off-set by a decrease in Advertising and Public Notices of \$53,000 (34%) associated with the continued downturn in foreclosures.

Capital Outlay primarily increases \$166,500 (52%) for the replacement of eight Patrol vehicles, five Detective vehicles and one Civil vehicle. This also includes one additional patrol vehicle to keep pace with population and two additional EVO (Emergency Vehicle Operations) training vehicles.

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

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

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Jail Administration	\$ 1,259,510	1,259,510	1,455,038	195,528	16%
Jail Housing / Security	16,253,434	16,253,434	17,470,535	1,217,101	7%
Jail Intake and Release	10,920,734	10,920,734	11,695,187	774,453	7%
Total	\$ 28,433,678	28,433,678	30,620,760	2,187,082	8%
by category					
Intergovernmental	320,000	320,000	320,000	-	0%
Charges for Services	37,000	37,000	33,000	(4,000)	-11%
Interdepartmental	3,703,675	3,703,675	4,144,294	440,619	12%
Miscellaneous	95,200	95,200	90,200	(5,000)	-5%
Total Revenues	4,155,875	4,155,875	4,587,494	431,619	10%
Personnel Services	25,220,277	25,220,277	27,381,962	2,161,685	9%
Materials & Services	2,909,401	2,909,401	2,944,798	35,397	1%
Other	49,000	49,000	39,000	(10,000)	-20%
Interdepartmental	32,500	32,500	32,500	-	0%
Capital Outlay	222,500	222,500	222,500	-	0%
Total Expenditures	28,433,678	28,433,678	30,620,760	2,187,082	8%
General Fund Subsidy	24,277,803	24,277,803	26,033,266	1,755,463	7%
FTE's	192.50	192.50	198.75	6.25	3%

Budget Analysis:

Revenues increase \$431,619 (10%). Expenditures increase \$2,187,082 (8%). General Fund subsidy increases \$1,755,463 (7%).

Revenues increase due primarily to estimated revenues from the Department of Corrections allocation of SB1145, per Community Corrections.

Personnel Services increase \$2,161,685 (8%) for the addition of 6.25 FTE in fiscal year 2019-20, as well as increases in salaries, retirement costs, and health benefits. There are 5.00 FTE considered "plus" additions; 1.00 FTE Sergeant will help to reduce the supervisor to subordinate ratio in the jail; 4.00 FTE Jail Services Technician (JST) additions will free up jail deputies to concentrate their time on inmate safety and security while also reducing overtime expenses for JST's and deputies.

Materials & Services has an increase of \$35,397 (1%). The redistribution of dollars related to the cost of operating eight jail pods is the primary factor of the increase.

Interdepartmental Charges and Capital Outlay are at a net zero increase. Capital Outlay includes one replacement vehicle and funds to replace jail kitchen and laundry equipment.

In summary, the 5.00 FTE "plus" additions for the jail roughly totals \$300,000 of the overall jail expenditure increase. The remaining increase of roughly \$1,887,000 would be considered "base".

Jail Health Care ensures the delivery of health care to Washington County inmates consistent with standards of the community and the National Commission on Correctional Health Care. These services are provided via a private health care provider. Moved from Org Unit 100-7020 in FY 2019-20.

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

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Jail Health Care New	\$ -	-	5,643,258	5,643,258	0%
Total	\$ -	-	5,643,258	5,643,258	0%
by category					
Miscellaneous	-	-	106,500	106,500	0%
Total Revenues	-	-	106,500	106,500	0%
Personnel Services	-	-	6,932	6,932	0%
Materials & Services	-	-	5,636,326	5,636,326	0%
Total Expenditures	-	-	5,643,258	5,643,258	0%
General Fund Subsidy	-	-	5,536,758	5,536,758	0%

Budget Analysis:

Jail Health Care is moved from Organizational Unit 100-7020 to 100-4035 in fiscal year 2019-20. The revenues decrease \$111,500 (51%). Expenditures increase \$203,543 (4%). General Fund subsidy increases \$315,043 (6%).

Revenues for FY 2019-20 show a decrease to more accurately reflect the monies received for inmate medical treatment while covered by private insurance or the Oregon Health Plan.

The County and NaphCare Inc. (contract service provider) continue to work together as a team to provide quality health care in the jail. The budget includes the agreed contract amount for year five of the agreement. With the contract set to expire June 30, 2020, the process to review the current contract and issue a Request for Proposal for a new jail health care contract will begin in FY 2019-20.

The FY 2019-20 budget anticipates status quo staffing levels and an upward adjustment for cost of living. The total request for Jail Health Care is showing a 6% increase over FY 2018-19.

The District Attorney (DA) is responsible for the prosecution of individuals charged with crimes and other violations of state statutes within Washington County. The DA reviews police reports, prepares arrest warrants, reviews search warrant materials, directs and assists in criminal investigations, interviews witnesses, prepares charging instruments and fugitive complaints, attends and participates in all court proceedings relating to criminal prosecution, prepares and directs all extradition proceedings in the county and provides on-call assistance to police agencies in a variety of multi-agency teams including Major Crimes Team (MCT), Crash Analysis and Reconstruction Team (CART), Child Abuse Multidisciplinary Team (MDT) as well as other after-hours assistance. The DA is also responsible for criminal law legal advice to the juvenile department, the preparation of legal documents relating to all matters brought before the juvenile court and participation in court proceedings; the establishment, modification and enforcement of child support judgments; public outreach and awareness efforts; and informing crime victims of their constitutional rights and working to protect them.

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

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Child Support Enforcement	\$ 1,456,579	1,456,579	1,548,331	91,752	6%
Criminal Prosecution Services	9,817,786	9,817,786	11,249,608	1,431,822	15%
Victim Assistance	1,069,308	1,069,308	1,208,040	138,732	13%
Child Abuse Multi. Intervention (Cami)	622,032	622,032	618,439	(3,593)	-1%
Total	\$ 12,965,705	12,965,705	14,624,418	1,658,713	13%
by category					
Intergovernmental	2,238,767	2,238,767	2,867,417	628,650	28%
Charges for Services	254,700	254,700	254,700	-	0%
Interdepartmental	152,316	152,316	162,597	10,281	7%
Miscellaneous	626,689	626,689	90,500	(536,189)	-86%
Total Revenues	3,272,472	3,272,472	3,375,214	102,742	3%
Personnel Services	11,817,608	11,817,608	13,334,660	1,517,052	13%
Materials & Services	1,143,097	1,143,097	1,284,758	141,661	12%
Other	5,000	5,000	5,000	-	0%
Total Expenditures	12,965,705	12,965,705	14,624,418	1,658,713	13%
General Fund Subsidy	9,693,233	9,693,233	11,249,204	1,555,971	16%
FTE's	91.90	92.90	97.00	4.10	4%

Budget Analysis:

Revenues increase \$102,742 (3%). Expenditures increase \$1,658,713 (13%). General Fund subsidy increases \$1,555,971 (16%).

Revenues increase due primarily to Intergovernmental revenues from a federal Bureau of Justice Assistance grant (\$135,296) to support the Veterans Treatment Court. Revenues also reflect the reallocation of the CAMI grant (\$618,439) from Miscellaneous revenues to Intergovernmental revenues.

Personnel Services increases \$1,428,611 (12%) for new positions, salaries, retirement costs and health benefits.

Materials & Services increase \$141,661 (12%) for supplies, training and services authorized through grant awards and for the anticipated cost of transcribing grand jury recordings.

Staffing levels increase by a net 4.10 FTE including a 1.00 FTE Program Specialist in the Criminal Prosecution Services Program to provide coordination and support to the Veterans Treatment Court, 1.00 FTE Child Support Specialist II to replace a position transferred mid-year from the Child Support Program to the Criminal Prosecution Services Program, and 2.00 FTE Legal Specialist II's to support the increased electronic media coordination within the Office, and to support the new Grand Jury recording processes and procedures. Each of the staffing increases is considered a "base" addition due to grant funding to offset expenditures for one position, body worn camera programs being implemented throughout the county causing significant increases in reviewing evidence and preparing cases, grand jury recording being mandated by the Legislature, impacts of a state-wide database change for the Child Support system and a State driven redistribution of cases that increased county Child Support caseload.

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

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

Juvenile 100-5010

Budget Detail

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Basic Services	\$ 2,471,202	2,471,202	2,812,461	341,259	14%
Shelter Care	1,765,738	1,765,738	1,994,420	228,682	13%
Secure Detention	2,786,988	2,786,988	2,798,712	11,724	0%
Home Detention	210,246	210,246	223,328	13,082	6%
Total	\$ 7,234,174	7,234,174	7,828,921	594,747	8%
by category					
Intergovernmental	15,000	15,000	15,000	-	0%
Total Revenues	15,000	15,000	15,000	-	0%
Personnel Services	4,486,614	4,486,614	5,051,867	565,253	13%
Materials & Services	2,719,060	2,719,060	2,749,054	29,994	1%
Other	28,500	28,500	28,000	(500)	-2%
Total Expenditures	7,234,174	7,234,174	7,828,921	594,747	8%
General Fund Subsidy	7,219,174	7,219,174	7,813,921	594,747	8%
FTE's	39.00	39.50	40.50	1.00	3%

Budget Analysis:

Expenditures increase \$594,747 (8%). General Fund subsidy increases \$594,747 (8%).

Revenues remain stable at \$15,000 for restitution to victims.

Personnel Services increase \$565,253 (13%) due primarily to salaries, retirement costs, health benefits and an increase of 1.50 FTE Juvenile Counselor II, a 1.00 FTE Program Coordinator and a reduction of 1.00 FTE Juvenile Counselor I. The “plus” addition of 1.00 FTE Juvenile Counselor II will improve custody services, court support, and community outreach in the schools and regional community groups.

Materials & Services increase \$29,994 (1%) primarily in professional services increases which are off-set by reductions in training and fleet services.

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

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

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Juvenile Administration	\$ 1,445,069	1,445,069	1,628,510	183,441	13%
Total	\$ 1,445,069	1,445,069	1,628,510	183,441	13%
by category					
Interdepartmental	137,257	137,257	170,083	32,826	24%
Total Revenues	137,257	137,257	170,083	32,826	24%
Personnel Services	1,412,469	1,412,469	1,598,410	185,941	13%
Materials & Services	31,600	31,600	29,100	(2,500)	-8%
Other	1,000	1,000	1,000	-	0%
Total Expenditures	1,445,069	1,445,069	1,628,510	183,441	13%
General Fund Subsidy	1,307,812	1,307,812	1,458,427	150,615	12%
FTE's	11.50	11.50	12.00	0.50	4%

Budget Analysis:

Revenues increase \$32,826 (24%). Expenditures increase \$183,441 (13%). General Fund subsidy increases \$150,615 (12%).

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

Personnel Services increase \$185,941 due to salaries, retirement costs, health benefits and the increase of an Administrative Assistant from 0.50 FTE to 1.00 FTE. This is a “plus” addition that will enable full time support for the Juvenile leadership team.

Materials & Services remain essentially unchanged from the prior year.

Jail Health Care ensures the delivery of health care to Washington County inmates consistent with standards of the community and the National Commission on Correctional Health Care. These services are provided via a private health care provider. Moved to Organizational Unit 100-4035 in fiscal year 2019-20.

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

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Jail Health Care	\$ 5,439,715	5,439,715	-	(5,439,715)	-100%
Total	\$ 5,439,715	5,439,715	-	(5,439,715)	-100%
by category					
Miscellaneous	218,000	218,000	-	(218,000)	-100%
Total Revenues	218,000	218,000	-	(218,000)	-100%
Personnel Services	4,276	4,276	-	(4,276)	-100%
Materials & Services	5,435,439	5,435,439	-	(5,435,439)	-100%
Total Expenditures	5,439,715	5,439,715	-	(5,439,715)	-100%
General Fund Subsidy	5,221,715	5,221,715	-	(5,221,715)	-100%

Budget Analysis:

Revenues decrease \$218,000 (100%). Expenditures decrease \$5,439,715 (100%). General Fund subsidy decreases \$5,221,715 (100%).

This Organizational Unit budget is moved to 100-4035 in fiscal year 2019-20. See organizational unit 100-4035 for the budget analysis.

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

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

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

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Washington County Justice Court	\$ 839,782	839,782	911,455	71,673	9%
Total	\$ 839,782	839,782	911,455	71,673	9%
by category					
Charges for Services	50,000	50,000	40,000	(10,000)	-20%
Fines & Forfeitures	2,000,000	2,000,000	2,000,000	-	0%
Miscellaneous	500	500	500	-	0%
Total Revenues	2,050,500	2,050,500	2,040,500	(10,000)	0%
Personnel Services	775,514	775,514	846,377	70,863	9%
Materials & Services	63,268	63,268	64,578	1,310	2%
Interdepartmental	1,000	1,000	500	(500)	-50%
Total Expenditures	839,782	839,782	911,455	71,673	9%
General Fund Subsidy	(1,210,718)	(1,210,718)	(1,129,045)	81,673	-7%
FTE's	8.00	8.00	8.00	-	0%

Budget Analysis:

Expenditures increase \$71,673 (9%). General Fund subsidy increases \$81,673 (7%).

Personnel Services increase \$70,863 (9%) due primarily to increases in salaries, retirement costs and health benefits.

Materials & Services increases slightly \$1,310 (2%).

Justice Court's contribution to the General Fund (revenue net of operating expenditures) decreases \$81,673 (7%).

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

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

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Law Library	\$ 1,272,612	1,272,612	1,263,811	(8,801)	-1%
Total	\$ 1,272,612	1,272,612	1,263,811	(8,801)	-1%
by category					
Charges for Services	358,541	358,541	358,491	(50)	0%
Miscellaneous	13,508	13,508	22,081	8,573	63%
Total Revenues	372,049	372,049	380,572	8,523	2%
Personnel Services	303,388	303,388	323,981	20,593	7%
Materials & Services	66,064	66,064	56,438	(9,626)	-15%
Interdepartmental	104,393	104,393	110,392	5,999	6%
Operating Transfers Out	17,332	17,332	-	(17,332)	-100%
subtotal	491,177	491,177	490,811	(366)	0%
Contingency	781,435	781,435	773,000	(8,435)	-1%
Total Expenditures	1,272,612	1,272,612	1,263,811	(8,801)	-1%
Revenues under expenditures	(900,563)	(900,563)	(883,239)	17,324	-2%
Beginning Fund Balance	900,563	900,563	883,239	(17,324)	-2%
Ending Fund Balance	-	-	-	-	
FTE's	3.00	3.00	3.00	-	0%

Budget Analysis:

Revenues increase \$8,523 (2%). Contingency decreases \$8,435 (1%). Beginning fund balance decreases \$17,324 (2%).

Revenue from court fees stays the same but is contingent on the distribution of fee revenue from the Oregon Judicial Department. The amount set for the 2019-2021 biennium will not be finalized until closer to June 2019. This is supplemented by other revenues (less than 7% of total).

Expenditures stay roughly the same, decreasing only by 1%. Increases in Personnel Services costs of 7% and the County’s Full Cost Plan of 6% are offset by reductions of the debt-service payment by 100% and spending on books and subscriptions by 20%. The debt-service on the Law Library’s contribution to the purchase of the Juvenile Services Building was paid off in fiscal year 2018-19.

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

District Patrol 182-4020

Budget Detail

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

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

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Patrol Operations	\$ 28,438,432	28,438,432	29,657,742	1,219,310	4%
Total	\$ 28,438,432	28,438,432	29,657,742	1,219,310	4%
by category					
Charges for Services	45,000	45,000	55,000	10,000	22%
Miscellaneous	28,393,432	28,393,432	29,602,742	1,209,310	4%
Total Revenues	28,438,432	28,438,432	29,657,742	1,219,310	4%
Personnel Services	19,429,851	19,429,851	20,944,644	1,514,793	8%
Materials & Services	1,571,318	1,571,318	1,628,840	57,522	4%
Other	1,303,145	1,303,145	1,308,807	5,662	0%
Interdepartmental	5,203,818	5,203,818	5,288,451	84,633	2%
Operating Transfers Out	30,300	30,300	-	(30,300)	-100%
Capital Outlay	900,000	900,000	487,000	(413,000)	-46%
subtotal	28,438,432	28,438,432	29,657,742	1,219,310	4%
Contingency	-	-	-	-	0%
Total Expenditures	28,438,432	28,438,432	29,657,742	1,219,310	4%
Revenues under expenditures	-	-	-	-	0%
Beginning Fund Balance	-	-	-	-	0%
Ending Fund Balance	-	-	-	-	
FTE's	140.60	140.60	143.60	3.00	2%

Budget Analysis:

Revenues increase \$1,219,310 (4%). Expenditures increase \$1,219,310 (4%).

Fiscal year 2019-20 is the second year of a five-year local option property tax levy passed by the voters in May of 2017. The levy rate of \$0.68 per \$1,000 of assessed value supplements the Enhanced Sheriff's Patrol District (ESPD) permanent tax levy of \$0.64 per \$1,000 of assessed value.

Revenues include the transfer from ESPD to support District Patrol activity which increases \$1,209,310 (4%). Fee-based revenue and Charges for Services increase \$10,000 (22%) for uniformed security fees.

Personnel Services increases \$1,514,793 (8%) and includes the addition of 3.00 FTE: 2.00 FTE Deputy to keep pace with population; 1.00 FTE Sr. Criminal Records Specialist; salaries; retirement costs and health benefits.

Materials & Services increase \$57,522 (4%) due primarily to increases in fleet operating costs of \$21,820 (3%) and ballistic vests of \$24,585 (144%).

Interdepartmental increases \$84,633 (2%). Increases in costs from the County Cost Plan \$393,142 (8%) are offset by a decrease in Information Technology Services \$308,509 (65%).

Interfund Expenditure decreases \$30,300 (100%) for Facilities Capital Projects that will be completed in FY 2018-19. Capital Outlay decreases \$413,000 (46%) as only three new vehicles and four replacement vehicles are requested.

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

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

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

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Tri-Met Services	\$ 693,233	693,233	765,255	72,022	10%
WIN Contracts	60,000	60,000	60,000	-	0%
Taskforce Reimbursables	500,000	500,000	520,000	20,000	4%
Total	\$ 1,253,233	1,253,233	1,345,255	92,022	7%
by category					
Charges for Services	693,233	693,233	765,255	72,022	10%
Interdepartmental	60,000	60,000	60,000	-	0%
Miscellaneous	500,000	500,000	520,000	20,000	4%
Total Revenues	1,253,233	1,253,233	1,345,255	92,022	7%
Personnel Services	1,021,399	1,021,399	1,093,767	72,368	7%
Materials & Services	191,834	191,834	211,488	19,654	10%
Other	40,000	40,000	40,000	-	0%
subtotal	1,253,233	1,253,233	1,345,255	92,022	7%
Contingency	-	-	-	-	0%
Total Expenditures	1,253,233	1,253,233	1,345,255	92,022	7%
Revenues under expenditures	-	-	-	-	0%
Beginning Fund Balance	-	-	-	-	0%
Ending Fund Balance	-	-	-	-	
FTE's	4.00	4.00	4.00	-	0%

Budget Analysis:

Tri-Met contract costs increase \$72,022 (10%) which are fully recovered through full cost recovery of contract expenses. Tri-Met staffing levels are unchanged. WIN contracts remain unchanged and Taskforce Reimbursables increase \$20,000 (4%) for additional training and travel.

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

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

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

Community Corrections 188-5510

Budget Detail

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Community Corrections Center	\$ 6,698,164	6,698,164	6,853,771	155,607	2%
Field Services	9,311,641	9,311,641	10,082,530	770,889	8%
Program Services	2,550,542	2,550,542	2,396,040	(154,502)	-6%
Victims Services	318,434	318,434	372,328	53,894	17%
Community Corrections Administration	3,893,415	3,893,415	4,265,767	372,352	10%
Total \$	22,772,196	22,772,196	23,970,436	1,198,240	5%
by category					
Intergovernmental	17,090,920	17,090,920	16,920,771	(170,149)	-1%
Charges for Services	871,000	871,000	926,000	55,000	6%
Interdepartmental	100,000	100,000	100,000	-	0%
Miscellaneous	41,672	41,672	49,439	7,767	19%
Operating Transfers In	2,606,481	2,606,481	2,606,480	(1)	0%
Total Revenues	20,710,073	20,710,073	20,602,690	(107,383)	-1%
Personnel Services	11,975,427	11,975,427	12,953,713	978,286	8%
Materials & Services	3,706,309	3,706,309	3,592,357	(113,952)	-3%
Other	2,800	2,800	2,800	-	0%
Interdepartmental	6,535,938	6,535,938	7,151,797	615,859	9%
Operating Transfers Out	80,000	80,000	-	(80,000)	-100%
Capital Outlay	-	-	93,100	93,100	0%
subtotal	22,300,474	22,300,474	23,793,767	1,493,293	7%
Contingency	471,722	471,722	176,669	(295,053)	-63%
Total Expenditures	22,772,196	22,772,196	23,970,436	1,198,240	5%
Revenues under expenditures	(2,062,123)	(2,062,123)	(3,367,746)	(1,305,623)	63%
Beginning Fund Balance	2,062,123	2,062,123	3,367,746	1,305,623	63%
Ending Fund Balance	-	-	-	-	
FTE's	106.00	106.00	107.00	1.00	1%

Budget Analysis:

Revenues decrease \$107,383 (1%). Expenditures, excluding Contingency, increase \$1,493,293 (7%). Contingency decreases \$295,053 (63%). Beginning fund balance increases \$1,305,623 (63%).

Revenues decrease and is directly attributed to the ending of the Access to Recovery Program and the reduction in the Justice Reinvestment Grant Funding received by Washington County from the Oregon Criminal Justice Commission.

Personnel Services increase \$978,286 (8%) due primarily to the addition of 1.00 FTE Administrative Specialist II and increases in salaries, retirement costs, and health benefits.

Materials & Services decrease by \$113,952 (3%) due to a reduction in general supplies and contract services. Interfund expenditures increase \$615,859 (9%) primarily due to Indirect Charge increases of \$532,114.

Capital expenditures increase \$93,100 (100%) due to the purchase of two Parole and Probation field work vehicles and a community service work crew van.

The General Fund transfer remains consistent with the fiscal year 2018-19 at \$2,606,428.

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

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

Juvenile Grants 196-5040

Budget Detail

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Diversion	\$ 786,346	786,346	831,199	44,853	6%
Flex Funds (Juvenile)	54,841	54,841	54,841	-	0%
Juvenile Restitution	35,000	35,000	46,690	11,690	33%
Donations	10,000	10,000	7,000	(3,000)	-30%
Total	\$ 886,187	886,187	939,730	53,543	6%
by category					
Intergovernmental	785,236	785,236	860,678	75,442	10%
Miscellaneous	8,000	8,000	7,000	(1,000)	-13%
Total Revenues	793,236	793,236	867,678	74,442	9%
Personnel Services	504,781	504,781	559,422	54,641	11%
Materials & Services	280,625	280,625	287,893	7,268	3%
Other	21,579	21,579	13,000	(8,579)	-40%
Interdepartmental	79,202	79,202	79,415	213	0%
subtotal	886,187	886,187	939,730	53,543	6%
Contingency	-	-	-	-	0%
Total Expenditures	886,187	886,187	939,730	53,543	6%
Revenues under expenditures	(92,951)	(92,951)	(72,052)	20,899	-22%
Beginning Fund Balance	92,951	92,951	72,052	(20,899)	-22%
Ending Fund Balance	-	-	-	-	
FTE's	4.00	4.40	4.40	-	0%

Budget Analysis:

Revenues increase \$74,442 (9%). Expenditures increase \$53,543 (6%). Beginning fund balance decreases \$20,899 (22%).

Revenues increase due primarily to the 2019-21 biennium increase in state diversion funding and a slight increase in restitution from ODOT work crews.

Personnel Services increase \$54,641 (11%) due primarily to increases in salaries, retirement costs, health benefits; and converting a temporary position to a regular position.

Materials & Services increase \$7,268 (3%) due to increased funding in Professional Services in Diversion.

The decreased beginning fund balance reflects rising indirect costs for which there is insufficient funding to fully absorb. This is a regular occurrence in the last half of the biennium. There is no Contingency in the proposed budget.

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

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

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Conciliation	\$ 708,691	708,691	733,239	24,548	3%
Total	\$ 708,691	708,691	733,239	24,548	3%
by category					
Licenses & Permits	36,200	36,200	36,200	-	0%
Intergovernmental	487,221	487,221	536,237	49,016	10%
Charges for Services	5,000	5,000	5,000	-	0%
Miscellaneous	10,500	10,500	8,500	(2,000)	-19%
Total Revenues	538,921	538,921	585,937	47,016	9%
Personnel Services	539,426	539,426	587,461	48,035	9%
Materials & Services	61,910	61,910	23,476	(38,434)	-62%
Interdepartmental	107,355	107,355	122,302	14,947	14%
subtotal	708,691	708,691	733,239	24,548	3%
Contingency	-	-	-	-	0%
Total Expenditures	708,691	708,691	733,239	24,548	3%
Revenues under Expenditures	(169,770)	(169,770)	(147,302)	22,468	-13%
Beginning Fund Balance	169,770	169,770	147,302	(22,468)	-13%
Ending Fund Balance	-	-	-	-	
FTE's	4.50	4.80	4.80	-	0%

Budget Analysis:

Revenues increase \$47,016 (9%). Expenditures increase \$24,548 (3%). Beginning fund balance decreases \$22,468 (13%).

Revenues increase due to a projected increase in Conciliation Revenue from the State.

Personnel Services increase \$48,035 (9%) due to the addition of 0.30 FTE in fiscal year 2018-19, and increases in salaries, retirement costs and health benefits.

Materials & Services decrease \$38,434 (62%) due to a reduction in contracts for interpreter services.

Interdepartmental increases \$14,947 (14%) due to costs associated with the County Cost Plan.

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

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

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Court Security Fund	\$ 1,540,700	1,540,700	1,259,141	(281,559)	-18%
Total	\$ 1,540,700	1,540,700	1,259,141	(281,559)	-18%
by category					
Fines & Forfeitures	500,000	500,000	380,000	(120,000)	-24%
Miscellaneous	-	-	5,000	5,000	0%
Total Revenues	500,000	500,000	385,000	(115,000)	-23%
Materials & Services	614,773	614,773	512,367	(102,406)	-17%
Interdepartmental	6,970	6,970	7,884	914	13%
Operating Transfers Out	20,000	20,000	-	(20,000)	-100%
Capital Outlay	65,000	65,000	65,000	-	0%
subtotal	706,743	706,743	585,251	(121,492)	-17%
Contingency	833,957	833,957	673,890	(160,067)	-19%
Total Expenditures	1,540,700	1,540,700	1,259,141	(281,559)	-18%
Revenues under Expenditures	(1,040,700)	(1,040,700)	(874,141)	166,559	-16%
Beginning Fund Balance	1,040,700	1,040,700	874,141	(166,559)	-16%
Ending Fund Balance	-	-	-	-	

Budget Analysis:

Revenues decrease \$115,000 (23%). Expenditures, excluding Contingency, decrease \$121,492 (17%). Contingency decreases \$160,067 (19%). Beginning fund balance decreases \$166,559 (16%).

The revenues decrease based on current collections. The State of Oregon is the sole source of revenue for this organization unit.

Expenditures, excluding Contingency, are reduced primarily due to reduced contract expenses and capital costs.

Contingency decreases but is sufficient to allow for future needs.

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

Grants & Donations 224-4050

Budget Detail

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Donations	\$ 375,554	375,554	375,554	-	0%
State Homeland Security	500,000	500,000	500,000	-	0%
LLEBG-1	641,844	641,844	488,078	(153,766)	-24%
UASI	500,000	500,000	500,000	-	0%
OSSA	135,454	135,454	135,454	-	0%
ODOT	225,326	225,326	225,326	-	0%
Total	\$ 2,378,178	2,378,178	2,224,412	(153,766)	-6%
by category					
Intergovernmental	2,002,624	2,002,624	1,848,858	(153,766)	-8%
Miscellaneous	375,554	375,554	375,554	-	0%
Total Revenues	2,378,178	2,378,178	2,224,412	(153,766)	-6%
Personnel Services	377,624	377,624	535,588	157,964	42%
Materials & Services	1,725,000	1,725,000	1,413,270	(311,730)	-18%
Other	275,554	275,554	275,554	-	0%
subtotal	2,378,178	2,378,178	2,224,412	(153,766)	-6%
Contingency	-	-	-	-	0%
Total Expenditures	2,378,178	2,378,178	2,224,412	(153,766)	-6%
Revenues under Expenditures	-	-	-	-	0%
Beginning Fund Balance	-	-	-	-	0%
Ending Fund Balance	-	-	-	-	

Budget Analysis:

Revenues decrease \$153,766 (6%). Expenditures decrease \$153,766 (6%).

Grant applications cover several initiatives including: computer forensic lab funding; tactical emergency casualty care course; tactical science course; sexual assault kit initiative (SAKI); and laboratory inventory maintenance system.

Revenues and Expenditures decreased due to completion of the Body Worn Camera grant.

Personnel Services increase \$157,964 (42%) primarily due to three 0.50 FTE temporary positions funded by the SAKI grant as well as overtime charged by Sheriff's Office staff when working on these programs.

No Contingency is budgeted for in this fund in the proposed fiscal year 2019-20 budget.

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

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

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Jail Commissary	\$ 848,940	848,940	1,206,812	357,872	42%
Total	\$ 848,940	848,940	1,206,812	357,872	42%
by category					
Miscellaneous	207,500	207,500	297,000	89,500	43%
Total Revenues	207,500	207,500	297,000	89,500	43%
Personnel Services	112,946	112,946	121,030	8,084	7%
Materials & Services	38,450	38,450	38,450	-	0%
Other	100	100	100	-	0%
Interdepartmental	19,035	19,035	43,860	24,825	130%
subtotal	170,531	170,531	203,440	32,909	19%
Contingency	678,409	678,409	1,003,372	324,963	48%
Total Expenditures	848,940	848,940	1,206,812	357,872	42%
	Revenues under Expenditures	(641,440)	(641,440)	(909,812)	(268,372) 42%
Beginning Fund Balance	641,440	641,440	909,812	268,372	42%
	Ending Fund Balance	-	-	-	-
FTE's	1.00	1.00	1.00	-	0%

Budget Analysis:

Revenues increase \$89,500 (43%). Expenditures, excluding Contingency, increase \$32,909 (19%). Contingency increases \$324,963 (48%). Beginning fund balance increases \$268,372 (42%).

Jail Commissary revenue is used to provide inmate services, including mentoring, GED testing and library services. Revenues increase due to Commissary commissions with the addition of online deposit capabilities through the inmate accounting system.

Expenditures, excluding contingency, increase due to salaries, retirement costs and health benefits as well as rises in County Cost Plan charges, Information Technology Services for programs laptops and the E-Law library program for inmates.

Materials & Services remains the same as fiscal year 2018-19. Interfund expenditures increase \$24,825 (130%) due to the increase in County Cost Plan charges and ITS requests for Inmate programs.

Contingency increases and is available for future needs.

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

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

Juvenile High Risk Prevention Funds 228-5050

Budget Detail

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
State High Risk Prevention-Administration	\$ 1,126,289	1,126,289	1,017,942	(108,347)	-10%
Community Prevention Contracts	349,969	349,969	349,969	-	0%
Substance Abuse	94,600	94,600	231,784	137,184	145%
State High Risk Prevention Community And Victim Services	389,312	389,312	434,626	45,314	12%
Shelter Care Supplement	597,523	597,523	579,588	(17,935)	-3%
Early Intervention	331,433	331,433	416,036	84,603	26%
Total	\$ 2,889,126	2,889,126	3,029,945	140,819	5%
by category					
Intergovernmental	1,836,272	1,836,272	2,127,532	291,260	16%
Miscellaneous	13,000	13,000	13,000	-	0%
Total Revenues	1,849,272	1,849,272	2,140,532	291,260	16%
Personnel Services	1,168,855	1,168,855	1,338,569	169,714	15%
Materials & Services	1,509,087	1,509,087	1,460,051	(49,036)	-3%
Interdepartmental	211,184	211,184	231,325	20,141	10%
subtotal	2,889,126	2,889,126	3,029,945	140,819	5%
Contingency	-	-	-	-	0%
Total Expenditures	2,889,126	2,889,126	3,029,945	140,819	5%
Revenues under Expenditures	(1,039,854)	(1,039,854)	(889,413)	150,441	-14%
Beginning Fund Balance	1,039,854	1,039,854	889,413	(150,441)	-14%
Ending Fund Balance	-	-	-	-	
FTE's	11.00	12.25	11.75	(0.50)	-4%

Budget Analysis:

Revenues increase \$291,260 (16%). Expenditures increase \$140,819 (5%). Beginning fund balance decreases \$150,441 (14%).

Revenue increased due to an OJJDP Drug Court Grant that was approved in fiscal year 2018-19 and an increase in the Juvenile Crime Prevention 2019-21 biennium funding through the Oregon Youth Authority.

Personnel Services increase \$169,714 (15%) due to the addition of the OJJDP grant funded position in the Substance Abuse Unit, increases in salaries, retirement costs and health benefits.

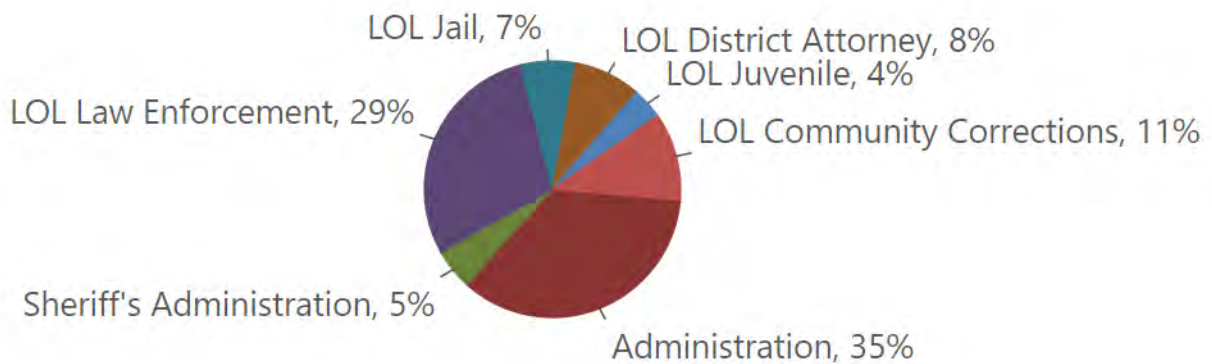
Materials & Services decrease \$49,036 (3%) due to less funds allocated for contracted services.

Interdepartmental charges increase \$20,141(10%) due to costs associated with the County Cost Plan.

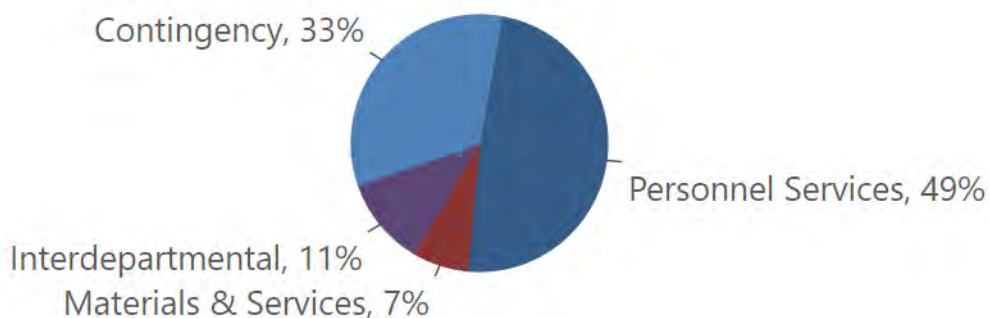
Consistent with the approach used in the General and Road fund budgets, all of the organization units in the local option levy (LOL) fund will require resources from the levy fund to balance their respective budgets. The LOL Administration organization unit (234-1690) is the central fiscal entity for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

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

Expenditures by Org Unit



Expenditures by Category



LOCAL OPTION LEVY 234

BUDGET OVERVIEW

Organization Unit	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Administration	\$ 26,438,121	26,438,121	27,739,305	1,301,184	5%
Law Enforcement	37,000	37,000	37,000	-	0%
District Attorney	471,768	471,768	544,907	73,139	16%
Juvenile	8,000	8,000	17,000	9,000	113%
Total Revenues	26,954,889	26,954,889	28,338,212	1,383,323	5%
Administration	20,379,890	20,379,890	16,239,731	(4,140,159)	-20%
Sheriff's Administration	1,390,632	1,390,632	2,368,447	977,815	70%
LOL Law Enforcement	12,140,633	12,140,633	13,456,867	1,316,234	11%
LOL Jail	2,986,545	2,986,545	3,196,718	210,173	7%
LOL District Attorney	3,239,380	3,239,380	3,892,157	652,777	20%
LOL Juvenile	1,637,534	1,637,534	1,811,049	173,515	11%
LOL Community Corrections	4,572,735	4,572,735	5,111,406	538,671	12%
Total Expenditures	46,347,349	46,347,349	46,076,375	(270,974)	-1%
Revenues under expenditures	(19,392,460)	(19,392,460)	(17,738,163)	1,654,297	-9%
Beginning Fund Balance	19,392,460	19,392,460	17,738,163	(1,654,297)	-9%
Ending Fund Balances \$	-	-	-	-	
by category					
Taxes	26,267,808	26,267,808	27,295,805	1,027,997	4%
Intergovernmental	471,768	471,768	544,907	73,139	16%
Charges for Services	33,500	33,500	33,500	-	0%
Miscellaneous	181,813	181,813	464,000	282,187	155%
Total revenues	26,954,889	26,954,889	28,338,212	1,383,323	5%
Personnel Services	18,573,683	18,573,683	21,593,048	3,019,365	16%
Materials & Services	3,011,449	3,011,449	3,111,948	100,499	3%
Other	929,316	1,009,316	1,190,103	180,787	18%
Interdepartmental	4,555,363	4,555,363	4,944,160	388,797	9%
Operating Transfers Out	2,014,107	2,150,107	13,000	(2,137,107)	-99%
Capital Outlay	145,500	145,500	548,000	402,500	277%
subtotal	29,229,418	29,445,418	31,400,259	1,954,841	7%
Contingency	17,117,931	16,901,931	14,676,116	(2,225,815)	-13%
Total expenditures	46,347,349	46,347,349	46,076,375	(270,974)	-1%
Revenues under expenditures	(19,392,460)	(19,392,460)	(17,738,163)	1,654,297	-9%
Beginning Fund Balance	19,392,460	19,392,460	17,738,163	(1,654,297)	-9%
Ending Fund Balances \$	-	-	-	-	
FTE's	\$ 146.05	146.55	160.55	14.00	10%

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

1. **LOL Administration (234-169005)**: This program accounts for all levy tax revenues, reserve (Contingency), general levy administration and support related expenses.
2. **Emergency Shelter (234-169010)**: Provides funding for four emergency shelter/services programs: Domestic Violence Resource Center, Hillsboro Homeless Shelter, Good Neighbor Center in Tigard and Family Bridge Interfaith Network program.
3. **911 Capital (234-169015)**: Provides funding for equipment upgrades for the county's 911 Center – Washington County Consolidated Communications Agency (WCCCA).
4. **Public Outreach (234-169025)**: Provides funding for conducting levy related elections activities including research, public information and elections expenditures. This program is only utilized during election years when the levy is up for voter approval.

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
LOL Administration	\$ 19,362,338	19,362,338	15,006,116	(4,356,222)	-22%
Emergency Shelter	842,552	842,552	863,615	21,063	2%
911 Capital	175,000	175,000	175,000	-	0%
Public Outreach	-	-	195,000	195,000	0%
Total	\$ 20,379,890	20,379,890	16,239,731	(4,140,159)	-20%
by category					
Taxes	26,267,808	26,267,808	27,295,805	1,027,997	4%
Miscellaneous	170,313	170,313	443,500	273,187	160%
Total Revenues	26,438,121	26,438,121	27,739,305	1,301,184	5%
Materials & Services	842,552	842,552	872,615	30,063	4%
Other	425,000	505,000	691,000	186,000	37%
Operating Transfers Out	1,994,407	2,130,407	-	(2,130,407)	-100%
subtotal	3,261,959	3,477,959	1,563,615	(1,914,344)	-55%
Contingency	17,117,931	16,901,931	14,676,116	(2,225,815)	-13%
Total Expenditures	20,379,890	20,379,890	16,239,731	(4,140,159)	-20%
Revenues over expenditures	6,058,231	6,058,231	11,499,574	5,441,343	90%
Resources allocated to other funds	(25,450,691)	(25,450,691)	(29,237,737)	(3,787,046)	15%
Beginning Fund Balance	19,392,460	19,392,460	17,738,163	(1,654,297)	-9%
Ending Fund Balance	-	-	-	-	

Budget Analysis:

Revenues increase \$1,301,184 (5%). Expenditures, excluding Contingency, decrease \$1,914,344 (55%). Contingency decreases \$2,225,815 (13%). Beginning fund balance decreases \$1,654,297 (9%).

Taxes increase \$1,027,994 (4%) commensurate with the estimated increase in the county assessed value. Current property taxes increase \$1,006,674 (4%), delinquent property taxes increase \$21,323 (8%) based on recent experience. Interest income increases \$273,187 (160%) to reflect current trends.

Materials & Services increase \$30,063 (4%) for election preparation expenditures. Other Expenditures increases to pay for election costs \$186,000 (37%). Planned contributions to the Domestic Violence Resource Center, Community Action Shelter, Tigard Shelter and Family Promise of Washington County remain stable. The budget includes continued funding of the Family Justice Center and WCCCA. Transfers to Other Funds is reduced to zero as a lump sum payment was made in fiscal year 2018-19 for the Public Safety Training Center tenant improvements.

Contingency decreases as planned to pay for the Training Center but remains adequate to ensure funding is available in future years.

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

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

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Sheriff's Office Executive Administration	\$ 769,579	769,579	851,282	81,703	11%
Training	114,834	114,834	989,992	875,158	762%
Law Enforcement Technology	506,219	506,219	527,173	20,954	4%
Total	\$ 1,390,632	1,390,632	2,368,447	977,815	70%
by category					
Personnel Services	994,880	994,880	1,935,603	940,723	95%
Materials & Services	135,980	135,980	160,735	24,755	18%
Other	11,280	11,280	11,506	226	2%
Interdepartmental	235,292	235,292	260,603	25,311	11%
Operating Transfers Out	13,200	13,200	-	(13,200)	-100%
Total Expenditures	1,390,632	1,390,632	2,368,447	977,815	70%
Local Option Levy Fund Subsidy	1,390,632	1,390,632	2,368,447	977,815	70%
FTE's	7.00	7.00	15.00	8.00	114%

Budget Analysis:

Expenditures increase \$977,815 (70%). Local Option Levy Fund subsidy increases \$977,815 (70%).

Personnel Services increase \$799,237 (80%) and includes an 8.00 FTE increase to staff the Training Center.

Materials & Services increase \$24,755 (18%) due primarily to increases in Ammunition costs of \$3,200 (10%); General Supplies of \$2,000 (42%) for safety equipment and taser batteries; Small Tools of \$,6,500 (39%) and range Maintenance fees of \$4,000 (86%) for the new Training Center. Professional Services increase \$1,040 (16%) to accommodate additional in-house trainers and consulting fees. Training and education increase \$2,800 (46%) to accommodate additional specialized "Train the Trainer" courses for Training Unit personnel. Travel expense increased \$3,000 (37%) to cover both the additional training costs as well as travel costs associated with Law Enforcement Technology specialized training related travel costs.

Interdepartmental increases \$25,311 (11%). This includes an increase in County Cost Plan charges \$44,101 (23%) and a reduction in Information Technology Services \$20,350 (48%).

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

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

LOL Law Enforcement 234-4020

Budget Detail

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Patrol Operations	\$ 8,580,735	8,580,735	9,576,027	995,292	12%
Investigations	1,972,743	1,972,743	2,218,403	245,660	12%
Records	398,074	398,074	410,887	12,813	3%
Public Affairs	153,312	153,312	173,628	20,316	13%
Civil	323,171	323,171	325,248	2,077	1%
Forensics	475,497	475,497	502,733	27,236	6%
Evidence	237,101	237,101	249,941	12,840	5%
Total \$	12,140,633	12,140,633	13,456,867	1,316,234	11%
by category					
Charges for Services	33,500	33,500	33,500	-	0%
Miscellaneous	3,500	3,500	3,500	-	0%
Total Revenues	37,000	37,000	37,000	-	0%
Personnel Services	8,428,130	8,428,130	9,234,636	806,506	10%
Materials & Services	918,915	918,915	976,752	57,837	6%
Other	493,036	493,036	487,597	(5,439)	-1%
Interdepartmental	2,170,052	2,170,052	2,392,382	222,330	10%
Operating Transfers Out	5,000	5,000	-	(5,000)	-100%
Capital Outlay	125,500	125,500	365,500	240,000	191%
Total Expenditures	12,140,633	12,140,633	13,456,867	1,316,234	11%
Local Option Levy Fund Subsidy	12,103,633	12,103,633	13,419,867	1,316,234	11%
FTE's	61.75	61.75	62.75	1.00	2%

Budget Analysis:

Expenditures increase \$1,316,234 (11%). Local Option Levy Fund subsidy increases \$1,316,234 (11%).

Personnel Services increase \$806,506 (10%) and includes 1.00 FTE Detective to keep pace with population, salaries, retirement costs and health benefits.

Materials & Services increase \$57,837 (6%) due primarily to increases in fleet operating cost increases \$53,707 (9%).

Interdepartmental increases \$222,330 (10%). This includes an increase in County Cost Plan charges \$330,122 (17%) and a reduction in Information Technology Services \$107,792 (60%).

Capital Outlay increases \$240,000 (191%) for the replacement of seven Patrol vehicles and the addition of three patrol vehicles, one to keep pace with population and two to cover for vehicle downtime.

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

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

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Jail Housing / Security	\$ 2,986,545	2,986,545	3,196,718	210,173	7%
Total	\$ 2,986,545	2,986,545	3,196,718	210,173	7%
by category					
Personnel Services	1,914,437	1,914,437	2,072,590	158,153	8%
Materials & Services	315,520	315,520	277,979	(37,541)	-12%
Interdepartmental	735,088	735,088	650,649	(84,439)	-11%
Operating Transfers Out	1,500	1,500	13,000	11,500	767%
Capital Outlay	20,000	20,000	182,500	162,500	813%
Total Expenditures	2,986,545	2,986,545	3,196,718	210,173	7%
Local Option Levy Fund Subsidy	2,986,545	2,986,545	3,196,718	210,173	7%
FTE's	14.50	14.50	15.50	1.00	7%

Budget Analysis:

Expenditures increase \$210,173 (7%). Local Option Levy Fund subsidy increases \$210,173 (7%).

Personnel Services increase \$158,153 (8%) due the addition of 1.00 FTE Jail Sergeant and increases in salaries, retirement costs and health benefits.

Materials & Services decrease \$37,541 (12%) due primarily to redistribution of dollars related to the cost of operating one jail pod.

Interdepartmental Charges decrease \$84,439 (11%) due to a substantial decrease in Information Technology Services that surpassed an increase in County Cost Plan charges.

Capital Outlay increases \$162,500 due to the addition of two vehicles to transport inmates. Facilities Capital Projects add \$11,500 for Pod-5 cuff ports (30 remaining doors) and warehouse re-configuration.

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

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

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Child Support Enforcement	\$ 706,540	706,540	778,109	71,569	10%
Criminal Prosecution Services	2,342,101	2,342,101	2,893,796	551,695	24%
Victim Assistance	190,739	190,739	220,252	29,513	15%
Total \$	3,239,380	3,239,380	3,892,157	652,777	20%
by category					
Intergovernmental	471,768	471,768	544,907	73,139	16%
Total Revenues	471,768	471,768	544,907	73,139	16%
Personnel Services	2,836,123	2,836,123	3,398,393	562,270	20%
Materials & Services	56,550	56,550	60,000	3,450	6%
Interdepartmental	346,707	346,707	433,764	87,057	25%
Total Expenditures	3,239,380	3,239,380	3,892,157	652,777	20%
Local Option Levy Fund Subsidy	2,767,612	2,767,612	3,347,250	579,638	21%
FTE's	23.30	23.30	25.30	2.00	9%

Budget Analysis:

Revenues increase \$73,139 (16%). Expenditures increase \$652,777 (20%). Local Option Levy Fund subsidy increases \$579,638 (21%).

The primary revenue increase is due to federal funding for Support Enforcement.

Personnel Services increases \$650,711 (23%) due to increases in salaries, retirement costs and health benefits, the addition of 1.00 FTE Deputy District Attorney IV, a 1.00 FTE Legal Specialist II and a 1.00 FTE Legal Specialist III to manage the increased workload of the misdemeanor trial team and the increased clerical and date-tracking aspects of the nine specialty courts.

Materials & Services increases \$3,450 (6%) for software, computer supplies and training for technology related positions. Interdepartmental increases \$87,057 (25%) due to the County Cost Plan.

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

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

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Basic Services	\$ 1,346,694	1,346,694	1,567,394	220,700	16%
Secure Detention	244,490	244,490	195,915	(48,575)	-20%
Homeless-Runaway Youth Services	46,350	46,350	47,740	1,390	3%
Total	\$ 1,637,534	1,637,534	1,811,049	173,515	11%
by category					
Miscellaneous	8,000	8,000	17,000	9,000	113%
Total Revenues	8,000	8,000	17,000	9,000	113%
Personnel Services	1,118,094	1,118,094	1,312,842	194,748	17%
Materials & Services	314,235	314,235	261,047	(53,188)	-17%
Interdepartmental	205,205	205,205	237,160	31,955	16%
Total Expenditures	1,637,534	1,637,534	1,811,049	173,515	11%
Local Option Levy Fund Subsidy	1,629,534	1,629,534	1,794,049	164,515	10%
FTE's	9.50	10.00	11.00	1.00	10%

Budget Analysis:

Revenues increase \$9,000 (113%). Expenditures increase \$173,515 (11%). Local Option Levy Fund subsidy increases \$164,515 (10%).

Personnel Services increase \$194,748 (17%) due to increases in salaries, retirement costs, health benefits, and the addition of 0.50 FTE Accounting Assistant II and 1.00 FTE Juvenile Counselor II.

Materials & Services decrease \$53,188 (17%) to offset for the increased Personnel Services and Interdepartmental costs. Interdepartmental increases \$31,955 (16%) due to the costs associated with the County Cost Plan.

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

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

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Comm Corr- Program Svs LOL	\$ 367,697	367,697	442,820	75,123	20%
Comm Corr- Parole/Probation LOL	1,659,242	1,659,242	2,059,817	400,575	24%
Comm Corr- Expansion LOL	2,258,562	2,258,562	2,420,140	161,578	7%
Comm Corr- Drug Court Services LOL	287,234	287,234	188,629	(98,605)	-34%
Total	\$ 4,572,735	4,572,735	5,111,406	538,671	12%
by category					
Personnel Services	3,282,019	3,282,019	3,638,984	356,965	11%
Materials & Services	427,697	427,697	502,820	75,123	18%
Interdepartmental	863,019	863,019	969,602	106,583	12%
Total Expenditures	4,572,735	4,572,735	5,111,406	538,671	12%
Local Option Levy Fund Subsidy	4,572,735	4,572,735	5,111,406	538,671	12%
FTE's	30.00	30.00	31.00	1.00	3%

Budget Analysis:

Expenditures increase \$538,671 (12%). Local Option Levy Fund subsidy increases \$538,671 (12%).

Personnel Services increase \$356,965 (11%) due to an additional 1.00 FTE Probation Officer, and increases in salaries, retirement costs, and health benefits.

Materials & Services increase \$75,123 (18%) due to programming for peer mentoring and client housing subsidies.

Interdepartmental increases \$106,583 (12%) due to charges in the County Cost Plan.

1. **Federal Forfeitures** (238-409010): All resources from federal forfeiture seizure activities that occurred from December 7, 2000 to present are accounted for in this program
2. **Federal Non-Department of Justice Forfeitures** (238-409011): This program houses all resources from federal forfeiture seizure activities that occurred from December 7, 2000 to present.
3. **State Criminal Forfeitures** (238-409025): All resources from state forfeitures seizure activity that occurred after August 23, 1993 but before December 6, 2000 are accounted for in this program.
4. **State Civil Forfeitures** (238-409030): All resources from state forfeiture activities that occurred after December 6, 2000 are accounted for in this program.

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Federal Forfeitures	\$ 69,944	69,944	65,579	(4,365)	-6%
Federal Non-Department of Justice Forfeitures	-	-	30,000	30,000	0%
State Criminal Forfeitures	5,390	5,390	15,000	9,610	178%
State Civil Forfeitures	247,255	247,255	449,988	202,733	82%
Total	\$ 322,589	322,589	560,567	237,978	74%
by category					
Miscellaneous	5,632	5,632	5,551	(81)	-1%
Total Revenues	5,632	5,632	5,551	(81)	-1%
Personnel Services	25,000	25,000	-	(25,000)	-100%
Materials & Services	103,377	103,377	110,579	7,202	7%
Other	-	-	70,000	70,000	0%
Interdepartmental	102,322	102,322	130,000	27,678	27%
subtotal	230,699	230,699	310,579	79,880	35%
Contingency	91,890	91,890	249,988	158,098	172%
Total Expenditures	322,589	322,589	560,567	237,978	74%
Revenues under Expenditures	(316,957)	(316,957)	(555,016)	(238,059)	75%
Beginning Fund Balance	316,957	316,957	555,016	238,059	75%
Ending Fund Balance	-	-	-	-	

Budget Analysis:

Revenues decrease \$81 (1%). Expenditures, excluding Contingency, increase \$79,880 (35%). Contingency increases \$158,098 (172%). Beginning fund balance increases \$238,059 (75%).

Forfeiture guidelines prohibit budgeting for anticipated revenue. Expenditures reflect the use of currently available resources which continue to be monitored for the most appropriate purchases of goods and services allowed by forfeiture guidelines.

Personnel Services decrease \$25,000 (100%) due to overtime in excess of the federal cap that was moved to Interdepartmental for fiscal year 2019-20.

Other expenditures increase \$70,000 (100%) to account for distributions to other agencies after the seized funds have been adjudicated.

Contingency is allocated for this fund for anticipated expenditure for Open cases pending for State Distribution.



Land Use & Transportation

Long Range Planning	100-6010
Watermaster	100-9610
Engineering Services	168-6030
Administration	168-6040
Road Fund Administration	168-6045
Capital Project Management	168-6050
Operations & Maintenance	168-6060
Public Land Corner	170-6030
Current Planning	172-6020
Building Services	174-6020
Statewide Transportation Improvement Fund	209-6070
Maintenance Improvement	212-6075
Surveyor	216-6030

LAND USE & TRANSPORTATION

BUDGET OVERVIEW

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

Organization Unit	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Long Range Planning	3,931,522	3,931,522	4,768,443	836,921	21%
Watermaster	210,750	210,750	218,436	7,686	4%
Engineering Services	8,478,379	8,478,379	9,801,904	1,323,525	16%
Administration	3,140,780	3,140,780	3,720,985	580,205	18%
Road Fund Administration	26,479,738	26,479,738	36,054,768	9,575,030	36%
Capital Project Management	7,140,250	7,140,250	7,962,959	822,709	12%
Operations & Maintenance	37,571,559	37,571,559	35,731,849	(1,839,710)	-5%
Public Land Corner	2,849,028	2,849,028	2,814,588	(34,440)	-1%
Current Planning	6,049,618	6,049,618	5,250,892	(798,726)	-13%
Building Services	26,297,515	26,297,515	23,504,780	(2,792,735)	-11%
Statewide Transportation Improvement	-	-	2,164,636	2,164,636	0%
Maintenance Improvement	318,866	318,866	355,958	37,092	12%
Surveyor	1,651,352	1,651,352	1,685,163	33,811	2%
Totals	124,119,357	124,119,357	134,035,361	9,916,004	8%
General Fund	4,142,272	4,142,272	4,986,879	844,607	20%
Special Funds	119,977,085	119,977,085	129,048,482	9,071,397	8%
Totals	124,119,357	124,119,357	134,035,361	9,916,004	8%
FTE's	338.57	341.57	345.16	3.59	1%

LAND USE & TRANSPORTATION

BUDGET OVERVIEW

Category Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Taxes	\$ 925,000	925,000	925,000	-	0%
Licenses & Permits	5,176,000	5,176,000	4,905,000	(271,000)	-5%
Intergovernmental	38,948,058	38,948,058	44,416,364	5,468,306	14%
Charges for Services	15,476,933	15,476,933	15,122,391	(354,542)	-2%
Fines & Forfeitures	-	-	300	300	0%
Interdepartmental	10,464,181	10,464,181	12,192,594	1,728,413	17%
Miscellaneous	1,062,265	1,062,265	1,730,581	668,316	63%
Operating Transfers In	2,486,586	2,625,624	2,727,106	101,482	4%
Total Revenues	74,539,023	74,678,061	82,019,336	7,341,275	10%
Personnel Services	40,257,381	40,257,381	42,925,271	2,667,890	7%
Materials & Services	26,386,284	26,386,284	27,598,768	1,212,484	5%
Other	347,350	347,350	342,950	(4,400)	-1%
Interdepartmental	10,801,545	10,801,545	12,087,155	1,285,610	12%
Operating Transfers Out	9,241,570	9,241,570	18,157,182	8,915,612	96%
Capital Outlay	1,518,120	1,518,120	211,382	(1,306,738)	-86%
subtotal	88,552,250	88,552,250	101,322,708	12,770,458	14%
Contingency	35,567,107	35,567,107	32,712,653	(2,854,454)	-8%
Total Expenditures	124,119,357	124,119,357	134,035,361	9,916,004	8%
Revenues under expenditures	(49,580,334)	(49,441,296)	(52,016,025)	(2,574,729)	5%
General Fund Subsidy	1,461,572	1,322,534	1,474,501	151,967	11%
Special Funds Beginning Balances	48,118,762	48,118,762	50,541,524	2,422,762	5%
Ending Fund Balances \$	-	-	-	-	

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

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

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Community Planning	\$ 2,343,337	2,343,337	2,527,755	184,418	8%
Transportation Planning	1,588,185	1,588,185	2,240,688	652,503	41%
Total	\$ 3,931,522	3,931,522	4,768,443	836,921	21%
by category					
Intergovernmental	-	-	695,500	695,500	0%
Charges for Services	131,850	131,850	122,550	(9,300)	-7%
Interdepartmental	1,473,142	1,473,142	1,539,091	65,949	4%
Operating Transfers In	935,642	1,074,680	1,009,959	(64,721)	-6%
Total Revenues	2,540,634	2,679,672	3,367,100	687,428	26%
Personnel Services	3,339,819	3,339,819	3,573,605	233,786	7%
Materials & Services	507,130	507,130	1,129,427	622,297	123%
Interdepartmental	84,573	84,573	65,411	(19,162)	-23%
Total Expenditures	3,931,522	3,931,522	4,768,443	836,921	21%
General Fund Subsidy	1,390,888	1,251,850	1,401,343	149,493	12%
FTE's	26.22	26.22	26.08	(0.14)	-1%

Budget Analysis:

Revenues increase \$687,428 (26%). Expenditures increase \$836,921 (21%). General Fund subsidy increases \$149,493 (12%).

Revenues increase due to the Metro Transportation Planning for Urban Reserves grant, Department of Energy grant for the TV Highway Corridor, Metro 20/40 Grant for Community Planning, and Road Fund transfer.

Personnel Services increase \$233,786 (7%) due to salaries, retirement costs and health benefits. Materials & Services increases \$622,296 (123%) due to an increase in professional services for grants. Interfund expenditures decrease \$19,162 (23%) primarily due to ITS Capital costs decreasing.

In summary, this budget request includes "base" expenditure increases of \$233,786 (7%) and new "plus" expenditure increases of \$622,297 (123%) for anticipated grants which are off-set by the increase in revenues for a net increase of \$149,493.

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

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

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Watermaster	\$ 210,750	210,750	218,436	7,686	4%
Total	\$ 210,750	210,750	218,436	7,686	4%
by category					
Intergovernmental	129,058	129,058	134,728	5,670	4%
Charges for Services	11,008	11,008	10,550	(458)	-4%
Total Revenues	140,066	140,066	145,278	5,212	4%
Personnel Services	193,536	193,536	202,539	9,003	5%
Materials & Services	17,214	17,214	15,897	(1,317)	-8%
Total Expenditures	210,750	210,750	218,436	7,686	4%
General Fund Subsidy	70,684	70,684	73,158	2,474	4%
FTE's	1.94	1.94	1.94	-	0%

Budget Analysis:

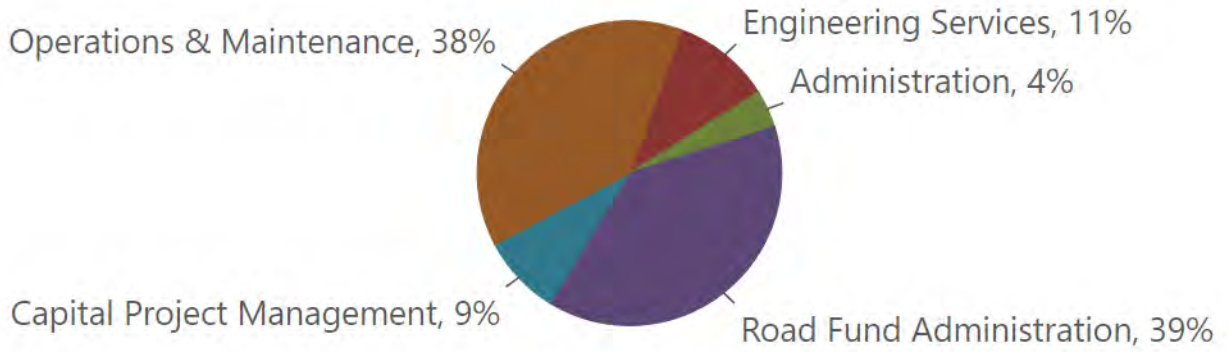
Revenues increase \$5,212 (4%). Expenditures increase \$7,686 (4%). General Fund subsidy increases \$2,474 (4%).

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

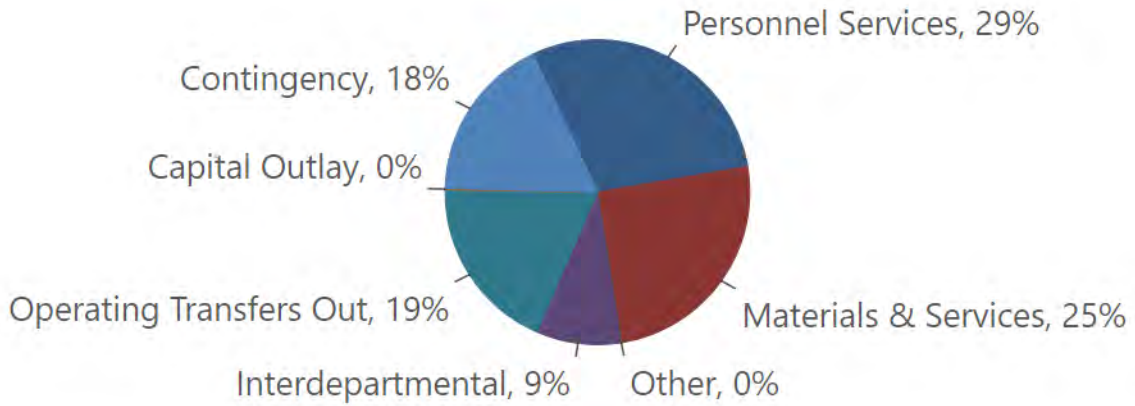
Personnel Services increase \$7,131 (6%) due to salaries, retirement costs and health benefits. Staffing levels are unchanged and include a 1.00 FTE Assistant Watermaster and a 0.94 FTE Administrative Assistant. The Watermaster position is fully funded by the state.

The increase in expenditures are considered "base"; the requested budget does not include any "plus" additions.

Expenditures by Org Unit



Expenditures by Category



ROAD FUND 168

BUDGET OVERVIEW

Organization Unit	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Engineering Services	\$ 2,332,500	2,332,500	2,623,859	291,359	12%
Administration	1,246,299	1,246,299	1,357,369	111,070	9%
Road Fund Administration	46,914,500	46,914,500	50,193,000	3,278,500	7%
Capital Project Management	5,923,678	5,923,678	7,685,762	1,762,084	30%
Operations & Maintenance	2,293,000	2,293,000	2,091,901	(201,099)	-9%
Total Revenues	58,709,977	58,709,977	63,951,891	5,241,914	9%
Engineering Services	8,478,379	8,478,379	9,801,904	1,323,525	16%
Administration	3,140,780	3,140,780	3,720,985	580,205	18%
Road Fund Administration	26,479,738	26,479,738	36,054,768	9,575,030	36%
Capital Project Management	7,140,250	7,140,250	7,962,959	822,709	12%
Operations & Maintenance	37,571,559	37,571,559	35,731,849	(1,839,710)	-5%
Total Expenditures	82,810,706	82,810,706	93,272,465	10,461,759	13%
	Revenues under expenditures	(24,100,729)	(24,100,729)	(29,320,574)	(5,219,845) 22%
Beginning Fund Balance	24,100,729	24,100,729	29,320,574	5,219,845	22%
Ending Fund Balances \$	-	-	-	-	
by category					
Taxes	925,000	925,000	925,000	-	0%
Licenses & Permits	226,000	226,000	255,000	29,000	13%
Intergovernmental	38,607,000	38,607,000	41,227,000	2,620,000	7%
Charges for Services	8,760,000	8,760,000	9,104,800	344,800	4%
Interdepartmental	8,427,678	8,427,678	10,086,422	1,658,744	20%
Miscellaneous	660,500	660,500	1,138,800	478,300	72%
Operating Transfers In	1,103,799	1,103,799	1,214,869	111,070	10%
Total revenues	58,709,977	58,709,977	63,951,891	5,241,914	9%
Personnel Services	25,013,768	25,013,768	27,273,899	2,260,131	9%
Materials & Services	24,822,091	24,822,091	23,488,345	(1,333,746)	-5%
Other	45,250	45,250	50,250	5,000	11%
Interdepartmental	6,557,325	6,557,325	8,400,909	1,843,584	28%
Operating Transfers Out	8,316,045	8,316,045	17,449,047	9,133,002	110%
Capital Outlay	1,489,060	1,489,060	147,982	(1,341,078)	-90%
subtotal	66,243,539	66,243,539	76,810,432	10,566,893	16%
Contingency	16,567,167	16,567,167	16,462,033	(105,134)	-1%
Total expenditures	82,810,706	82,810,706	93,272,465	10,461,759	13%
Revenues under expenditures	(24,100,729)	(24,100,729)	(29,320,574)	(5,219,845)	22%
Beginning Fund Balance	24,100,729	24,100,729	29,320,574	5,219,845	22%
Ending Fund Balances	-	-	-	-	
FTE's	215.28	218.28	222.83	4.55	2%

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

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

Engineering Services 168-6030

Budget Detail

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Engineering Administration	\$ 1,279,827	1,279,827	1,480,507	200,680	16%
Engineering Design Review	1,960,929	1,960,929	2,013,649	52,720	3%
Traffic Engineering	4,482,630	4,482,630	5,502,031	1,019,401	23%
Survey Road	754,993	754,993	805,717	50,724	7%
Total	\$ 8,478,379	8,478,379	9,801,904	1,323,525	16%
by category					
Licenses & Permits	6,000	6,000	-	(6,000)	-100%
Intergovernmental	107,000	107,000	127,000	20,000	19%
Charges for Services	477,000	477,000	513,000	36,000	8%
Interdepartmental	1,693,000	1,693,000	1,933,859	240,859	14%
Miscellaneous	49,500	49,500	50,000	500	1%
Total Revenues	2,332,500	2,332,500	2,623,859	291,359	12%
Personnel Services	5,843,260	5,843,260	6,423,947	580,687	10%
Materials & Services	1,409,564	1,409,564	1,979,073	569,509	40%
Interdepartmental	1,147,695	1,147,695	1,398,884	251,189	22%
Capital Outlay	77,860	77,860	-	(77,860)	-100%
Total Expenditures	8,478,379	8,478,379	9,801,904	1,323,525	16%
Road Fund Subsidy	6,145,879	6,145,879	7,178,045	1,032,166	17%
FTE's	46.63	46.63	48.58	1.95	4%

Budget Analysis:

Revenues increase \$291,359 (12%). Expenditures increase \$1,323,525 (16%). Road Fund subsidy increases \$1,032,166 (17%).

Intergovernmental revenues increase \$20,000 (19%) due to a small increase in signal maintenance revenue anticipated from other jurisdictions. Charges for Services increase \$36,000 (8%) with the slight increase in the subdivision administration. Interdepartmental revenues increase \$240,859 (14%) associated with the capital project schedule.

Personnel Services increases \$580,687 (10%) due primarily to staffing changes, salaries, retirement costs and health benefits. Staffing changes include the addition of a County Engineer as well as a GIS Technician II.

Interdepartmental increases \$251,189 (22%) due primarily to a 12% increase in County Cost Plan. Expenditures also include a \$122,359 estimate associated with the upcoming second floor remodel at Walnut Street Building.

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

1. **LUT Administration (168-604005):** This program provides operational analysis and support leading to the improvement of department services; coordinates public information, communication and media relations; provides business support, including budget development and control, cost accounting, purchasing, personnel and payroll activities, grant administration and liaison services.

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
LUT Administration	\$ 3,140,780	3,140,780	3,720,985	580,205	18%
Total	\$ 3,140,780	3,140,780	3,720,985	580,205	18%
by category					
Charges for Services	140,000	140,000	140,000	-	0%
Miscellaneous	2,500	2,500	2,500	-	0%
Operating Transfers In	1,103,799	1,103,799	1,214,869	111,070	10%
Total Revenues	1,246,299	1,246,299	1,357,369	111,070	9%
Personnel Services	2,461,977	2,461,977	2,734,086	272,109	11%
Materials & Services	168,846	168,846	215,709	46,863	28%
Interdepartmental	447,341	447,341	771,190	323,849	72%
Operating Transfers Out	62,616	62,616	-	(62,616)	-100%
subtotal	3,140,780	3,140,780	3,720,985	580,205	18%
Contingency	-	-	-	-	0%
Total Expenditures	3,140,780	3,140,780	3,720,985	580,205	18%
Revenues under expenditures	(1,894,481)	(1,894,481)	(2,363,616)	(469,135)	25%
Resources allocated to other funds	(22,206,248)	(22,206,248)	(26,956,958)	(4,750,710)	21%
Beginning Fund Balance	24,100,729	24,100,729	29,320,574	5,219,845	22%
Ending Fund Balance	-	-	-	-	
FTE's	18.60	18.60	20.20	1.60	9%

Budget Analysis:

Revenues increase \$111,070 (9%). Expenditures increase \$580,205 (18%). Beginning fund balance increases \$5,219,845 (22%).

Revenues increase \$111,070 (9%) due primarily to an increase in Operating Transfers from the updated department cost plan for administrative support.

Personnel Services increase \$272,109 (11%) due to the reclassification of a 1.00 FTE Administrative Specialist II and moving another 1.00 FTE Administrative Specialist II from Current Planning - Code Enforcement (Fund 172) into the Administration program.

Materials & Services increase \$46,863 (28%) due mainly to increases in CPR/First training materials \$5,000, Emergency Management satellite phones \$24,900 and radios \$7,000 and training \$7,600.

Interfund expenditures increase \$323,849 (72%) due mainly to the tenant improvement at PSB \$256,973, increases from the County Cost Plan \$27,799, and ITS expenditures for staff \$14,487 and equipment \$20,590.

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

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

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Road Fund Administration	\$ 26,479,738	26,479,738	36,054,768	9,575,030	36%
Total	\$ 26,479,738	26,479,738	36,054,768	9,575,030	36%
by category					
Taxes	925,000	925,000	925,000	-	0%
Intergovernmental	37,500,000	37,500,000	40,100,000	2,600,000	7%
Charges for Services	7,980,000	7,980,000	8,300,000	320,000	4%
Miscellaneous	509,500	509,500	868,000	358,500	70%
Total Revenues	46,914,500	46,914,500	50,193,000	3,278,500	7%
Materials & Services	265,000	265,000	615,000	350,000	132%
Other	33,500	33,500	33,500	-	0%
Interdepartmental	1,440,642	1,440,642	1,495,188	54,546	4%
Operating Transfers Out	8,173,429	8,173,429	17,449,047	9,275,618	113%
Contingency	16,567,167	16,567,167	16,462,033	(105,134)	-1%
Total Expenditures	26,479,738	26,479,738	36,054,768	9,575,030	36%
Road Fund Subsidy	(20,434,762)	(20,434,762)	(14,138,232)	6,296,530	-31%

Budget Analysis:

Revenues increase \$3,278,500 (7%). Expenditures increase \$9,575,030 (36%). Road Fund subsidy increases \$6,296,530 (31%).

This organizational unit is in its second year (established fiscal year 2018-19) and accounts for the revenues and expenditures related to Road Fund operations. In prior years these revenues and expenditures resided in the Road Fund Administration program. Revenues for the Road Fund Administration increase \$3,278,500 (7%) due primarily from increased State Apportionment and Vehicle Registration revenues.

Materials and Supplies increase \$350,000, due to moving the Director projects (previously budgeted in 100-601010) to the Administration Fund. Other Interfund expenditures increase slightly \$54,546 (4%) for Transportation Planning work. Transfers to other funds increase \$9,275,618 (113%) for scheduled Road Capital projects which includes; new revenue from implementation of a new state transportation package to fund bridge replacements; county approved vehicle registration fee revenue that will support ADA planned improvements; Hagg Lake guardrail and fish passage culvert upgrades.

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

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

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
CPM Administration	\$ 1,902,855	1,902,855	2,284,915	382,060	20%
Right of Way	709,490	709,490	778,460	68,970	10%
Project Delivery	4,527,905	4,527,905	4,899,584	371,679	8%
Total	\$ 7,140,250	7,140,250	7,962,959	822,709	12%
by category					
Charges for Services	11,500	11,500	300	(11,200)	-97%
Interdepartmental	5,912,178	5,912,178	7,680,462	1,768,284	30%
Miscellaneous	-	-	5,000	5,000	0%
Total Revenues	5,923,678	5,923,678	7,685,762	1,762,084	30%
Personnel Services	5,913,633	5,913,633	6,433,415	519,782	9%
Materials & Services	308,865	308,865	337,320	28,455	9%
Interdepartmental	851,752	851,752	1,142,024	290,272	34%
Capital Outlay	66,000	66,000	50,200	(15,800)	-24%
Total Expenditures	7,140,250	7,140,250	7,962,959	822,709	12%
Road Fund Subsidy	1,216,572	1,216,572	277,197	(939,375)	-77%
FTE's	45.05	46.05	47.05	1.00	2%

Budget Analysis:

Revenues increase \$1,762,084 (30%). Expenditures increase \$822,709 (12%). Road Fund subsidy decreases \$939,375 (77%).

Interdepartmental revenues increase \$1,768,284 (30%) due to fluctuations in the capital project delivery schedule.

Personnel Services increase \$519,782 (9%) due to position changes, salaries, retirement costs and health benefits. The County Engineer was previously funded 50% by this organization unit; the position has been reallocated to Engineering, Traffic and Survey. Subsequently, a Capital Project Services Division Manager position was added, funded 100% in Capital Project Management Administration. Two 0.50 FTE seasonal Engineering Technician I positions and two 0.50 FTE seasonal Engineering Technician II positions were eliminated and 2.00 FTE Engineering Technician II positions were added, funded in part from the eliminated positions cost savings.

Materials & Supplies reflect a net increase of \$5,478 (2%). Line item changes include an increase for the operations and maintenance of two new vehicles and funding for the County's new Diversity, Equity & Inclusion Initiative.

Interfund increases \$290,272 (34%) as a result charges from the County Cost Plan charges and anticipated shared charges for the Walnut Street 2nd Floor remodel (\$137,734). Capital Outlay decreases \$15,800 (24%); two new vehicles will be purchased for the two new Engineering Technician II employees at less cost than additions for fiscal year 2018-19.

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

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

Operations & Maintenance 168-6060

Budget Detail

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Operations Administration	\$ 5,024,709	5,024,709	6,055,155	1,030,446	21%
Roadway Surfaces	5,318,981	5,318,981	4,798,193	(520,788)	-10%
Operations Engineering	19,681,929	19,681,929	17,282,808	(2,399,121)	-12%
Traffic Maintenance	1,299,356	1,299,356	1,203,123	(96,233)	-7%
Vegetation Management	2,274,708	2,274,708	2,331,814	57,106	3%
Bridge Operations	976,640	976,640	967,718	(8,922)	-1%
Drainage Operations	2,512,062	2,512,062	2,614,332	102,270	4%
Landscape Maintenance	483,174	483,174	478,706	(4,468)	-1%
Total	\$ 37,571,559	37,571,559	35,731,849	(1,839,710)	-5%
by category					
Licenses & Permits	220,000	220,000	255,000	35,000	16%
Intergovernmental	1,000,000	1,000,000	1,000,000	-	0%
Charges for Services	151,500	151,500	151,500	-	0%
Interdepartmental	822,500	822,500	472,101	(350,399)	-43%
Miscellaneous	99,000	99,000	213,300	114,300	115%
Total Revenues	2,293,000	2,293,000	2,091,901	(201,099)	-9%
Personnel Services	10,794,898	10,794,898	11,682,451	887,553	8%
Materials & Services	22,669,816	22,669,816	20,341,243	(2,328,573)	-10%
Other	11,750	11,750	16,750	5,000	43%
Interdepartmental	2,669,895	2,669,895	3,593,623	923,728	35%
Operating Transfers Out	80,000	80,000	-	(80,000)	-100%
Capital Outlay	1,345,200	1,345,200	97,782	(1,247,418)	-93%
Total Expenditures	37,571,559	37,571,559	35,731,849	(1,839,710)	-5%
Road Fund Subsidy	35,278,559	35,278,559	33,639,948	(1,638,611)	-5%
FTE's	105.00	107.00	107.00	-	0%

Budget Analysis:

Revenues decrease \$201,099 (9%). Expenditures decrease \$1,839,710 (5%). Road Fund subsidy decreases \$1,638,611 (5%).

The Road Fund subsidy remains flat.

Personnel Services increases \$877,553 (8%) due primarily to increases in salaries, retirement costs, health benefits, and filling vacant positions previously held vacant.

Materials & Services decrease \$2,328,573 (10%) due to reduced road surface maintenance treatments (\$2,825,000). This temporary reduction in surface treatments enables increased funding for ADA ramp upgrade projects to be executed by the Capital Project Services Division in fiscal year 2019-20.

Interdepartmental increases (35%) County Cost Plan charges (\$263,991), and information technology services (\$226,191) related to significant software system transitions.

Capital Outlay decreases \$1,124,418 (-93%). More than \$1.2 million in heavy equipment was budgeted the previous year. As those immediate needs have been met, this year's expenditure is reduced to \$97,782.

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

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

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Survey PLC	\$ 2,849,028	2,849,028	2,814,588	(34,440)	-1%
Total	\$ 2,849,028	2,849,028	2,814,588	(34,440)	-1%
by category					
Charges for Services	520,000	520,000	375,000	(145,000)	-28%
Interdepartmental	300,000	300,000	275,500	(24,500)	-8%
Miscellaneous	30,000	30,000	50,000	20,000	67%
Total Revenues	850,000	850,000	700,500	(149,500)	-18%
Personnel Services	463,300	463,300	504,372	41,072	9%
Materials & Services	37,324	37,324	41,448	4,124	11%
Interdepartmental	305,917	305,917	217,692	(88,225)	-29%
Operating Transfers Out	31,672	31,672	27,735	(3,937)	-12%
Capital Outlay	11,860	11,860	-	(11,860)	-100%
subtotal	850,073	850,073	791,247	(58,826)	-7%
Contingency	1,998,955	1,998,955	2,023,341	24,386	1%
Total Expenditures	2,849,028	2,849,028	2,814,588	(34,440)	-1%
Revenues under expenditures	(1,999,028)	(1,999,028)	(2,114,088)	(115,060)	6%
Beginning Fund Balance	1,999,028	1,999,028	2,114,088	115,060	6%
Ending Fund Balance	-	-	-	-	
FTE's	3.77	3.77	3.79	0.02	1%

Budget Analysis:

Revenues decrease \$149,500 (18%). Expenditures, excluding Contingency, decrease \$58,826 (7%). Contingency increases \$24,386 (1%). Beginning fund balance increases \$115,060 (6%).

Interdepartmental revenues decrease \$149,500 (18%) as the survey staff is providing less service across other programs to accomplish survey development review activities.

Personnel Services increase \$41,072 (9%) due to salaries, retirement costs and health benefits.

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

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

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

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Development Review	\$ 4,357,316	4,357,316	3,683,000	(674,316)	-15%
Development Assistance	1,113,057	1,113,057	1,138,564	25,507	2%
Code Maintenance & Code Enforcement	579,245	579,245	429,328	(149,917)	-26%
Total	\$ 6,049,618	6,049,618	5,250,892	(798,726)	-13%
by category					
Intergovernmental	100,000	100,000	100,000	-	0%
Charges for Services	2,054,475	2,054,475	1,877,276	(177,199)	-9%
Interdepartmental	18,000	18,000	30,500	12,500	69%
Miscellaneous	51,767	51,767	68,630	16,863	33%
Operating Transfers In	374,200	374,200	429,333	55,133	15%
Total Revenues	2,598,442	2,598,442	2,505,739	(92,703)	-4%
Personnel Services	2,567,085	2,567,085	2,324,510	(242,575)	-9%
Materials & Services	258,172	258,172	262,132	3,960	2%
Other	15,000	15,000	14,600	(400)	-3%
Interdepartmental	582,647	582,647	722,925	140,278	24%
Operating Transfers Out	237,800	237,800	168,653	(69,147)	-29%
subtotal	3,660,704	3,660,704	3,492,820	(167,884)	-5%
Contingency	2,388,914	2,388,914	1,758,072	(630,842)	-26%
Total Expenditures	6,049,618	6,049,618	5,250,892	(798,726)	-13%
Revenues under expenditures	(3,451,176)	(3,451,176)	(2,745,153)	706,023	-20%
Beginning Fund Balance	3,451,176	3,451,176	2,745,153	(706,023)	-20%
Ending Fund Balance	-	-	-	-	
FTE's	23.08	23.08	21.98	(1.10)	-5%

Budget Analysis:

Revenues decrease \$92,703 (4%). Expenditures, excluding Contingency, decrease \$167,884 (5%). Contingency decreases \$630,842 (26%). Beginning fund balance decreases \$706,023 (20%).

Revenues are expected to remain relatively flat. Revenue estimates include a 5% fee increase in our fee schedule.

Personnel Services decrease \$242,575 (9%) due primarily to moving 1.00 FTE Sr. Administrative Specialist to Road Fund Administrative Services, some redistribution between funds for development activity and not filling vacant positions due to work load management. Materials & Services remain relatively flat, primarily due to a reduction in professional services.

Interdepartmental expenditures increase \$129,426 (22%) due primarily to County Cost Plan charges. Operating Transfers Out decrease \$69,147 (29%) due to completion of anticipated tenant improvement costs.

The Contingency decreases as a result of vacancies being filled, increase in Interfund expenses and an increase of County Cost Plan.

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

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

Building Services 174-6020

Budget Detail

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Building Inspection	\$ 18,377,973	18,377,973	15,846,244	(2,531,729)	-14%
Plan Review	4,323,777	4,323,777	4,048,382	(275,395)	-6%
Plumbing Inspection	1,374,097	1,374,097	1,384,686	10,589	1%
Electrical Inspection	1,992,798	1,992,798	1,980,387	(12,411)	-1%
Building Code Compliance & Enforcement	228,870	228,870	245,081	16,211	7%
Total	\$ 26,297,515	26,297,515	23,504,780	(2,792,735)	-11%
by category					
Licenses & Permits	4,950,000	4,950,000	4,650,000	(300,000)	-6%
Intergovernmental	112,000	112,000	112,000	-	0%
Charges for Services	3,433,500	3,433,500	3,071,000	(362,500)	-11%
Fines & Forfeitures	-	-	300	300	0%
Interdepartmental	230,361	230,361	245,081	14,720	6%
Miscellaneous	257,419	257,419	376,351	118,932	46%
Total Revenues	8,983,280	8,983,280	8,454,732	(528,548)	-6%
Personnel Services	8,172,517	8,172,517	8,480,468	307,951	4%
Materials & Services	728,695	728,695	547,635	(181,060)	-25%
Other	287,100	287,100	278,100	(9,000)	-3%
Interdepartmental	2,950,834	2,950,834	2,244,475	(706,359)	-24%
Operating Transfers Out	575,297	575,297	478,578	(96,719)	-17%
Capital Outlay	17,200	17,200	63,400	46,200	269%
subtotal	12,731,643	12,731,643	12,092,656	(638,987)	-5%
Contingency	13,565,872	13,565,872	11,412,124	(2,153,748)	-16%
Total Expenditures	26,297,515	26,297,515	23,504,780	(2,792,735)	-11%
Revenues under expenditures	(17,314,235)	(17,314,235)	(15,050,048)	2,264,187	-13%
Beginning Fund Balance	17,314,235	17,314,235	15,050,048	(2,264,187)	-13%
Ending Fund Balance	-	-	-	-	
FTE's	63.72	63.72	63.96	0.24	0%

Budget Analysis:

Revenues decrease \$528,548 (6%). Expenditures, excluding Contingency, decrease \$638,987 (5%). Contingency decreases \$2,153,748 (16%). Beginning fund balance decreases \$(2,264,187) ((13)%).

Revenues decrease \$528,548 (6%) due to declines in new single family and commercial development activity.

Personnel Services increase \$307,951 (4%) due to salaries, retirement costs, health benefits and filling some vacant positions. Materials and Supplies decrease by \$181,060 (25%) due largely to a decrease in professional services. Interdepartmental expenditures decrease \$706,359 (24%) due to lower Information Technology Services (ITS) personnel charges and capital expenditures (primarily Accela Automation and ProjectDox). Operating Transfers to other funds decrease \$96,719 (17%) as completion of the Public Services Building nears. Capital Outlay increases \$46,200 for Building Services' Grading and Plumbing Inspection programs to purchase a new vehicle.

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

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

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Transit Coordination	\$ -	-	2,164,636	2,164,636	0%
Total	\$ -	-	2,164,636	2,164,636	0%
by category					
Intergovernmental	-	-	2,147,136	2,147,136	0%
Miscellaneous	-	-	17,500	17,500	0%
Total Revenues	-	-	2,164,636	2,164,636	0%
Materials & Services	-	-	2,092,636	2,092,636	0%
Interdepartmental	-	-	54,500	54,500	0%
subtotal	-	-	2,147,136	2,147,136	0%
Contingency	-	-	17,500	17,500	0%
Total Expenditures	-	-	2,164,636	2,164,636	0%
Revenues under Expenditures	-	-	-	-	0%
Beginning Fund Balance	-	-	-	-	0%
Ending Fund Balance	-	-	-	-	

Budget Analysis:

Initial revenues \$2,147,136 will be received in spring of 2019. This is the first budget year for this fund.

Materials and Services \$2,092,636 are established primarily for professional services. Interfund expenditures \$55,000 are established for staff support of the program.

Maintenance Improvement 212-6075

Budget Detail

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

- Maintenance Local Improvement District (212-607505):** This program provides the financial activities related to funds collected for use in maintaining local roads within the district. The funds are primarily used to reimburse programs for road maintenance work done in specific MLIDs.

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Maintenance Local Improvement District	\$ 318,866	318,866	355,958	37,092	12%
Total	\$ 318,866	318,866	355,958	37,092	12%
by category					
Miscellaneous	40,079	40,079	43,300	3,221	8%
Total Revenues	40,079	40,079	43,300	3,221	8%
Interdepartmental	101,791	101,791	101,852	61	0%
Operating Transfers Out	390	390	289	(101)	-26%
subtotal	102,181	102,181	102,141	(40)	0%
Contingency	216,685	216,685	253,817	37,132	17%
Total Expenditures	318,866	318,866	355,958	37,092	12%
	Revenues under expenditures	(278,787)	(278,787)	(312,658)	(33,871) 12%
Beginning Fund Balance	278,787	278,787	312,658	33,871	12%
	Ending Fund Balance	-	-	-	-

Budget Analysis:

Revenues increase \$3,221 (8%). Contingency increases \$37,132 (17%). Beginning fund balance increases \$33,871 (12%).

There are five active Maintenance Local Improvement Districts (MLIDs). Budgeted revenues and expenditures remain similar to the prior year. Only limited Interdepartmental expenditures are expected this year reflecting light maintenance work in the Mountain Creek LID. This should total less than \$3,000. However, \$100,000 is budgeted in the event more work is needed or requested.

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

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

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Survey Development Review	\$ 1,651,352	1,651,352	1,685,163	33,811	2%
Total	\$ 1,651,352	1,651,352	1,685,163	33,811	2%
by category					
Charges for Services	566,100	566,100	561,215	(4,885)	-1%
Interdepartmental	15,000	15,000	16,000	1,000	7%
Miscellaneous	22,500	22,500	36,000	13,500	60%
Operating Transfers In	72,945	72,945	72,945	-	0%
Total Revenues	676,545	676,545	686,160	9,615	1%
Personnel Services	507,356	507,356	565,878	58,522	12%
Materials & Services	15,658	15,658	21,248	5,590	36%
Interdepartmental	218,458	218,458	279,391	60,933	28%
Operating Transfers Out	80,366	80,366	32,880	(47,486)	-59%
Capital Outlay	-	-	-	-	0%
subtotal	821,838	821,838	899,397	77,559	9%
Contingency	829,514	829,514	785,766	(43,748)	-5%
Total Expenditures	1,651,352	1,651,352	1,685,163	33,811	2%
Revenues under expenditures	(974,807)	(974,807)	(999,003)	(24,196)	2%
Beginning Fund Balance	974,807	974,807	999,003	24,196	2%
Ending Fund Balance	-	-	-	-	
FTE's	4.56	4.56	4.58	0.02	0%

Budget Analysis:

Revenues increase \$9,615 (1%). Expenditures, excluding Contingency, increase \$77,559 (9%). Contingency decreases \$43,748 (5%). Beginning fund balance increases \$24,196 (2%).

Revenues are relatively level for activities in subdivision, partition, field check, address and survey filing fees. As activity levels and workloads have flattened, careful fund management continues in order to maintain an appropriate fund balance.

Personnel Services increase \$58,522 (12%) due to salaries, retirement costs and health benefits. Materials & Services increase \$5,590 (36%) mainly due to the purchase of a cabinet for plats (\$3,800). Interfund expenditures increase \$56,933 (26%) due to budgeted tenant improvements moved to the General Capital Projects Fund. Operating Transfers decrease \$47,486 (60%) due to budgeted tenant improvements previously budgeted in Interfund.



Housing, Health and Human Services

Affordable Housing Development Support	100-1675
Public Health	100-7030
HHS Administration	100-7040
Animal Services	100-7090
Veteran Services	100-7510
Community Development Block Grant	164-9010
Children, Youth & Families	166-7050
Developmental Disabilities	191-7065
Human Services	192-7060
Oregon Health Plan	193-7080
Mental Health HB 2145	194-7070
Health Share of Oregon	195-7085
Aging Services	198-7520
Mental Health Crisis Services	199-7089
Tri-County Risk Reserve	207-7086
Emergency Medical Services	208-7010
Housing Services	218-6510
Metro Affordable Housing Bond	219-6520
HOME	220-9020
Air Quality	244-9030

HOUSING, HEALTH & HUMAN SERVICES

BUDGET OVERVIEW

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

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

Organization Unit	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Affordable Housing Development Support	\$ -	-	4,000,000	4,000,000	0%
Community Development Block Grant	4,655,586	4,655,586	4,458,208	(197,378)	-4%
Housing Services	11,320,729	11,320,729	11,221,866	(98,863)	-1%
Metro Affordable Housing Bond	-	-	45,450,272	45,450,272	0%
HOME	4,128,429	4,128,429	4,711,893	583,464	14%
Air Quality	1,312,956	1,312,956	1,494,105	181,149	14%
subtotal - Housing	21,417,700	21,417,700	71,336,344	49,918,644	233%
Public Health	17,520,451	17,520,451	21,063,191	3,542,740	20%
Emergency Medical Services	1,594,536	1,594,536	1,437,039	(157,497)	-10%
subtotal - Public Health	19,114,987	19,114,987	22,500,230	3,385,243	18%
Aging Services	5,459,602	5,459,602	5,809,498	349,896	6%
Veteran Services	1,184,127	1,184,127	1,256,749	72,622	6%
subtotal - Aging & Veteran Services	6,643,729	6,643,729	7,066,247	422,518	6%
Developmental Disabilities	-	-	11,463,242	11,463,242	0%
Human Services	54,833,652	54,833,652	54,543,011	(290,641)	-1%
Oregon Health Plan	5,272,811	5,272,811	5,424,319	151,508	3%
Health Share of Oregon	16,686,085	16,686,085	18,757,491	2,071,406	12%
Tri-County Risk Reserve	10,500,000	10,500,000	10,500,000	-	0%
Mental Health HB 2145	1,574,390	1,574,390	1,471,416	(102,974)	-7%
Mental Health Crisis Services	7,558,313	7,558,313	7,330,497	(227,816)	-3%
Children, Youth & Families	7,662,602	7,662,602	5,814,674	(1,847,928)	-24%
subtotal - Human Services	104,087,853	104,087,853	115,304,650	11,216,797	11%
HHS Administration	1,932,804	1,932,804	2,164,797	231,993	12%
Animal Services	2,764,340	2,764,340	2,999,645	235,305	9%
subtotal - Admin & Animal Services	4,697,144	4,697,144	5,164,442	467,298	10%
Totals	155,961,413	155,961,413	221,371,913	65,410,500	42%
General Fund	23,401,722	23,401,722	31,484,382	8,082,660	35%
Special Funds	132,559,691	132,559,691	189,887,531	57,327,840	43%
Totals \$	155,961,413	155,961,413	221,371,913	65,410,500	42%
FTE's	\$ 369.05	377.30	399.30	22.00	6%

HOUSING, HEALTH & HUMAN SERVICES

BUDGET OVERVIEW

Category Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Licenses & Permits	\$ 5,318,353	5,318,353	5,658,299	339,946	6%
Intergovernmental	80,051,127	80,051,127	131,572,909	51,521,782	64%
Charges for Services	14,460,563	14,460,563	14,195,994	(264,569)	-2%
Fines & Forfeitures	45,000	45,000	41,000	(4,000)	-9%
Interdepartmental	1,748,430	1,748,430	2,124,174	375,744	21%
Miscellaneous	7,272,912	7,272,912	7,898,814	625,902	9%
Operating Transfers In	10,780,731	10,780,731	12,019,567	1,238,836	11%
Total Revenues	119,677,116	119,677,116	173,510,757	53,833,641	45%
Personnel Services	39,842,521	39,842,521	45,962,550	6,120,029	15%
Materials & Services	70,959,509	70,959,509	72,253,737	1,294,228	2%
Other	18,200,993	18,200,993	62,749,097	44,548,104	245%
Interdepartmental	4,083,044	4,083,044	5,171,583	1,088,539	27%
Operating Transfers Out	5,902,524	5,902,524	7,965,989	2,063,465	35%
Capital Outlay	80,000	80,000	6,000	(74,000)	-93%
subtotal	139,068,591	139,068,591	194,108,956	55,040,365	40%
Contingency	16,892,822	16,892,822	27,262,957	10,370,135	61%
Total Expenditures	155,961,413	155,961,413	221,371,913	65,410,500	42%
Revenues under expenditures	(36,284,297)	(36,284,297)	(47,861,156)	(11,576,859)	32%
General Fund Subsidy	7,226,359	7,226,359	12,498,397	5,272,038	73%
Special Funds Beginning Balances	29,057,938	29,057,938	35,362,759	6,304,821	22%
Ending Fund Balances \$	-	-	-	-	

General Fund resources have been designated to assist with the development of affordable housing through the Metro Affordable Housing Bond Program.

1. **Affordable Housing Development Support (100-167505):** Washington County has a goal of developing 814 affordable housing units. This fund will provide additional funding to create housing for the very low income individuals and families when the Metro Affordable Housing Bond Program’s funding is insufficient to financially support this income level.

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Affordable Housing Development Support	\$ -	-	4,000,000	4,000,000	0%
Total	\$ -	-	4,000,000	4,000,000	0%
by category					
Total Revenues	-	-	-	-	0%
Materials & Services	-	-	4,000,000	4,000,000	0%
Total Expenditures	-	-	4,000,000	4,000,000	0%
General Fund Subsidy	-	-	4,000,000	4,000,000	0%

Budget Analysis:

This is the first year of funds committed to support the Affordable Housing Development activities of the County. The funds are available as needed based on approved spending priorities.

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

1. **Environmental Health (100-703005)**: Provides education to the public and regulated community; enforces public health regulations; and provides environmental health surveillance to prevent the spread of communicable diseases and protect the environment.
2. **Communicable Disease (100-703010)**: Provides health services to high-risk and the general population at the earliest point of intervention so that communicable diseases can be identified and controlled; includes tuberculosis, HIV, and other diseases. Also monitors compliance with childhood immunization requirements. Public health emergency preparedness activity moves to the new Public Health Emergency Preparedness program.
3. **Medical Examiner (100-703015)**: Provides enforcement and implementation of statutes relating to investigation of violent and unattended deaths, including death scene investigation and documentation. Works closely with law enforcement agencies, hospitals, private medical practitioners and funeral homes.
4. **Solid Waste and Recycling (100-703020)**: Provides enforcement of the County solid waste and nuisance ordinances and carries out the County's responsibilities regarding the metropolitan regional recycling program.
5. **Maternal and Child Health (100-703025)**: Provides evidence-based home-visiting services for eligible mothers, children, and families in order to promote self-sufficiency and resilience. Coordinates activities of the Reproductive Health Coalition of Washington County and works to assure equitable access to reproductive health services.
6. **Public Health Administration (100-703030)**: Provides supervision for all Public Health programs except Solid Waste and Recycling, which is supervised by the department director. Also includes Research, Analytics, Informatics & Data and Public Health Safety Net. Cities Readiness Initiative and Urban Area Security Initiative activity moves to the new Public Health Emergency Preparedness program.
7. **Health Equity, Policy and Planning (100-703035)**: Provides programs impacting communitywide health issues including tobacco prevention and education, chronic disease prevention, and suicide prevention.
8. **Vital Records (100-703040)**: Receives and provides information on births and deaths within the County.
9. **Women, Infants and Children (WIC) (100-703045)**: Administers the federal WIC program which provides nutrition education and financial assistance to eligible families for food purchases.
10. **Public Health Emergency Preparedness (100-703050)**: Provides guidance and support to improve the emergency readiness of County Public Health programs and augments the community's preparedness and resilience through outreach, education, risk mitigation, response and incident management. The program was created for 2019-20 by combining activities previously budgeted in the Communicable Disease (Public Health Emergency Preparedness) and Public Health Administration (Cities Readiness Initiative) programs.

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Environmental Health	\$ 2,669,816	2,669,816	2,888,133	218,317	8%
Communicable Disease	4,549,648	4,549,648	4,706,975	157,327	3%
Medical Examiner	421,313	421,313	524,862	103,549	25%
Solid Waste and Recycling	1,916,283	1,916,283	2,210,719	294,436	15%
Maternal and Child Health	2,287,360	2,287,360	4,474,302	2,186,942	96%
Public Health Administration	1,988,223	1,988,223	1,765,186	(223,037)	-11%
Health Equity, Policy and Planning	765,543	765,543	744,675	(20,868)	-3%
Vital Records	307,078	307,078	365,404	58,326	19%
Women, Infants and Children (WIC)	2,615,187	2,615,187	2,790,207	175,020	7%
Public Health Emergency Preparedness	-	-	592,728	592,728	0%
Total	\$ 17,520,451	17,520,451	21,063,191	3,542,740	20%
by category					
Licenses & Permits	3,633,647	3,633,647	3,923,300	289,653	8%
Intergovernmental	7,277,204	7,277,204	9,148,951	1,871,747	26%
Charges for Services	1,915,363	1,915,363	2,100,550	185,187	10%
Interdepartmental	75,220	75,220	188,945	113,725	151%
Miscellaneous	229,637	229,637	434,917	205,280	89%
Operating Transfers In	89,521	89,521	149,486	59,965	67%
Total Revenues	13,220,592	13,220,592	15,946,149	2,725,557	21%
Personnel Services	13,023,615	13,023,615	14,400,467	1,376,852	11%
Materials & Services	3,924,583	3,924,583	5,874,000	1,949,417	50%
Other	492,253	492,253	622,553	130,300	26%
Interdepartmental	-	-	160,171	160,171	0%
Capital Outlay	80,000	80,000	6,000	(74,000)	-93%
Total Expenditures	17,520,451	17,520,451	21,063,191	3,542,740	20%
General Fund Subsidy	4,299,859	4,299,859	5,117,042	817,183	19%
FTE's	118.70	120.70	124.85	4.15	3%

Budget Analysis:

Revenues increase \$2,725,557 (21%). Expenditures increase \$3,542,740 (20%). General Fund subsidy increases \$817,183 (19%).

The “base” General Fund subsidy increase for Public health is an estimated \$328,500 (8%). New “plus” expenditure investments for Public Health total \$146,018 (3%) and include the following:

- A new chief investigator (1.00 FTE) for the Medical Examiner Program (now called Medical-Legal Death Investigator Program). This position is needed to meet community need as the county’s population grows. An existing part-time investigator will be replaced with this new full-time position. Estimated net cost is \$104,012.
- A new senior program coordinator (1.00 FTE) in Solid Waste and Recycling starting January 2020. The position is needed to address the growing level and complexity of solid waste regulation and community code enforcement. Estimated cost is \$59,852.

A General Fund subsidy increase of \$342,000 (8%) is also needed in the following priority areas where grant funding is ending or is insufficient to maintain current service levels:

- A suicide prevention coordinator in Health Equity, Policy and Planning. Continued funding for this priority area is needed as grant support ends. Estimated cost is \$94,063.
- Declining revenue for Women, Infants and Children (WIC) program. WIC is losing an estimated \$73,500 in revenue while seeing an estimated cost increase of \$175,000. WIC is reducing program costs by cutting 2.00 FTE mid-year through attrition, but this strategy is insufficient to compensate for the revenue loss and further cuts would result in service level reductions. The net result is the need for increased General Fund subsidy of almost \$250,000.

Public Health’s overall revenue increase of \$2.7 million to \$15.9 million is caused by changes in multiple funding streams. Expenditures increase by \$3.5 million to \$21.1 million due primarily to increases in Personnel Services costs and includes the net addition of 4.15 FTE. This organization unit saw the following changes:

- The transfer of Healthy Families activities from the Children, Youth and Families (CYF) organization unit (166-7050) into Public Health’s Maternal and Child Health program. Both revenue and expenditures increase \$1.9 million from this change.
- Creation of a new Public Health Emergency Preparedness program, which more effectively merges preparedness activities formerly housed in Communicable Disease and Public Health Administration programs.
- Net increase of 4.15 FTE, including new FTEs of 1.00 in Medical Examiner, 3.00 in Solid Waste, 1.00 in Maternal & Child Health (from CYF); and offset by a net transfer of 0.85 FTE to other HHS organization units. 2.00 FTE are funded by new General Fund subsidy (summarized above) and the remainder are funded by other revenue sources.

Changes by program area are summarized below.

Environmental Health:

Overall revenues increase \$132,634 (5%) and includes various license, permit, franchise, inspections and service fees, offset by a decrease in subsurface inspection fees (\$54,832). Overall expenditures increase \$218,317 (8%) due primarily to increases in restaurant fee remittances (\$50,000) and Personnel Services (\$172,978) for salaries, retirement costs, health benefits and a 0.73 FTE net decrease.

Communicable Disease:

Revenues increase \$297,953 (8%) due to increases in funding for tuberculosis case management (\$81,171) and Early Intervention and Outreach (\$575,768), offset by a reduction of revenue caused by the transfer of activities to the new Public Health Emergency Preparedness program (\$228,415). Expenditures increase \$157,327 (3%) due primarily to increases in Personnel Services for salaries, retirement costs, health benefits, a net decrease of 2.29 FTE (\$85,564) and in professional services and contracts (\$118,764).

Medical Examiner:

No revenue is received by this program. Expenditures increase \$103,549 (25%) due to increase in Personnel Services for salaries, retirement costs, health benefits and 0.85 FTE increase.

Solid Waste & Recycling:

Revenues increase \$265,000 (12%) due to increase in hauler franchise fees (\$40,000), landfill franchise fees (\$85,000) and Metro grant (\$140,000). Expenditures increase \$294,436 (15%) primarily due to an increase in Personnel Services for salaries, retirement costs, health benefits and 3.00 FTE increase (\$320,026).

Maternal & Child Health:

Revenues increase \$2,100,738 (144%) due to the transfer of Healthy Families from CYF (166-7050) (\$1,924,963), increases in Babies First – Targeted Case Management (\$100,000) and Perinatal – Medicaid Administrative Claiming (\$120,000) which were offset by a reduction in Capital for two vehicles that occurred in the prior year (\$51,601).

Expenditures increase \$2,186,942 (96%) due to the transfer of Materials & Services costs associated with Healthy Families from CYF (166-7050) (\$1,917,740), increases in Babies First – Targeted Case Management (\$36,000) and Perinatal – Medicaid Administrative Claiming (\$60,000), increases in Personnel Services due to salaries, retirement costs, health benefits, transfer of Healthy Families from CFS, and additional 1.00 FTE (\$265,569).

Public Health Administration:

Revenues decrease \$318,978 (95%) and expenditures decrease \$223,037 (11%), including 1.76 FTE, due primarily to the transfer of Cities Readiness Initiative activity to the new Public Health Emergency Preparedness program.

Personnel Services for remaining activities increase due to salaries retirement costs and health benefits (\$23,694).

Professional Services increase for Tri-County Health Officer, Pathways project, and oral health worker (\$36,902).

Health Equity, Policy & Planning:

Revenues decrease \$211,031 (50%) due to reductions in funding for tobacco prevention (\$146,031) and suicide prevention (\$80,000), which is partially offset by a new \$15,000 transfer of prevention and promotion funding from the Human Services unit (192-7060). Expenditures decrease \$20,868 (3%), due to a reduction in professional services contracts for Suicide Prevention (\$50,000) along with increased Personnel Services costs for salaries, retirement costs, health benefits and 0.03 FTE increase (\$32,892).

Vital Records:

Revenues from the sale of birth and death certificates remain unchanged. Expenditures increase \$58,326 (19%) due to increases in Personnel Services for salaries, retirement costs, health benefits and includes an increase of 0.40 FTE.

Women, Infant and Children (WIC):

Revenues decrease \$73,557 (4%) due to reductions in state public health grant funding offset by new rental income received from a community partner. Expenditure increase \$175,020 (7%) due primarily to an increase in Personnel Services for salaries, retirement costs, health benefits(\$60,538) and an increase in rent and related expenses for leased space (\$116,462).

Public Health Emergency Preparedness:

This new program in fiscal year 2019-20 reflects revenue of \$532,798, expenditures of \$592,728, and the addition of 3.65 FTE. Activities in this program were previously budgeted within the Communicable Disease and Public Health Administration programs.

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

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

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
HHS Administration	\$ 1,932,804	1,932,804	2,164,797	231,993	12%
Total	\$ 1,932,804	1,932,804	2,164,797	231,993	12%
by category					
Interdepartmental	947,615	947,615	1,053,654	106,039	11%
Miscellaneous	5,000	5,000	-	(5,000)	-100%
Total Revenues	952,615	952,615	1,053,654	101,039	11%
Personnel Services	1,842,114	1,842,114	2,010,205	168,091	9%
Materials & Services	83,190	83,190	147,092	63,902	77%
Other	7,500	7,500	7,500	-	0%
Total Expenditures	1,932,804	1,932,804	2,164,797	231,993	12%
General Fund Subsidy	980,189	980,189	1,111,143	130,954	13%
FTE's	13.90	13.90	14.90	1.00	7%

Budget Analysis:

Revenues increase \$101,039 (11%). Expenditures increase \$231,993 (12%). General Fund subsidy increases \$130,954 (13%).

Intradepartmental revenue increases \$106,039 (11%) from cost plan allocations. Revenue comes to this organization unit through a departmental cost plan allocation that charges the department’s special fund organization units for management and administrative support based on this unit’s budgeted expenses from the previous fiscal year.

Expenditures increase \$231,993 (12%) due primarily to an increase in Personnel Services of \$168,091 (9%). A 1.00 FTE Management Analyst I position will increase capacity for grant compliance monitoring and contract management. The position is budgeted for six months in fiscal year 2019-20 for an estimated cost of \$50,815. The remainder of the increase in Personal Service is due to increases in salaries, retirement costs and health benefits for all other positions. Materials and Supplies increase \$63,902 (77%) due primarily to a \$47,000 increase for climate adaptation and resiliency planning, HHS strategic plan work, and Diversity, Equity, and Inclusion (DEI) and Trauma Informed Care work.

In summary, this budget request includes “base” expenditure increases of \$134,178 and new “plus” expenditure increases of \$97,815 – specifically, \$50,815 for new grant compliance/monitoring FTE and \$47,000 for various new planning and training activities.

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

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

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Animal Services	\$ 2,764,340	2,764,340	2,999,645	235,305	9%
Total	\$ 2,764,340	2,764,340	2,999,645	235,305	9%
by category					
Licenses & Permits	1,143,500	1,143,500	1,182,900	39,400	3%
Charges for Services	145,700	145,700	149,500	3,800	3%
Fines & Forfeitures	45,000	45,000	41,000	(4,000)	-9%
Miscellaneous	330,000	330,000	319,300	(10,700)	-3%
Total Revenues	1,664,200	1,664,200	1,692,700	28,500	2%
Personnel Services	2,223,363	2,223,363	2,428,682	205,319	9%
Materials & Services	513,477	513,477	542,463	28,986	6%
Other	27,500	27,500	28,500	1,000	4%
Total Expenditures	2,764,340	2,764,340	2,999,645	235,305	9%
General Fund Subsidy	1,100,140	1,100,140	1,306,945	206,805	19%
FTE's	25.00	25.00	25.00	-	0%

Budget Analysis:

Revenues increase \$28,500 (2%). Expenditures increase \$235,305 (9%). General Fund subsidy increases \$206,805 (19%).

Primary funding sources for this organization unit are General Fund and dog license fees. Dog license revenue increases by \$40,000 (4%) due to an anticipated marketing campaign to raise awareness and a rate increase. Lesser animal-related revenues remain consistent other than small shifts. Gifts and Donations have been budgeted down by 5% (\$17,000) due to a more conservative estimate based on historical results.

Personnel Services increases of \$205,319 (9%) are due to increased costs for salaries, retirement and health benefit. Materials & Services increase by \$28,986 (6%). due to an increased estimate for uniforms for field officers (to \$8,500 from \$1,000), a higher estimate for fleet maintenance (to \$90,876 from \$75,100), an increase in utilities estimate (to \$65,000 from \$60,000), an increase in permits, licenses and fees (to \$20,000 from \$15,000), as well as bad debt expense (to \$14,000 from \$9,000). This increase is offset by small shifts throughout the organizational unit.

In summary, this budget request reflects only “base” expenditure increases to maintain current services levels.

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

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

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Veteran Services	\$ 1,184,127	1,184,127	1,256,749	72,622	6%
Total	\$ 1,184,127	1,184,127	1,256,749	72,622	6%
by category					
Intergovernmental	337,956	337,956	293,482	(44,474)	-13%
Total Revenues	337,956	337,956	293,482	(44,474)	-13%
Personnel Services	1,008,815	1,008,815	1,128,508	119,693	12%
Materials & Services	174,473	174,473	127,421	(47,052)	-27%
Other	800	800	800	-	0%
Interdepartmental	39	39	20	(19)	-49%
Total Expenditures	1,184,127	1,184,127	1,256,749	72,622	6%
General Fund Subsidy	846,171	846,171	963,267	117,096	14%
FTE's	10.45	10.45	10.65	0.20	2%

Budget Analysis:

Revenues decrease \$44,474 (13%). Expenditures increase \$72,622 (6%). General Fund subsidy increases \$117,096 (14%).

Revenue reflects a reduction in Oregon Department of Veterans' Affairs (ODVA) grant funds (\$55,000), which was replaced by a smaller Oregon Department of Labor grant (\$7,000) to fund Veteran's events and slight growth in state funds from the Oregon Lottery for program enhancement and expansion (\$3,526).

Expenditures increase due primarily to a \$119,693 (12%) increase in Personnel Services from a shift in allocation to add 0.20 FTE for the DAVS Program Communication and Education Specialist to help support education and outreach efforts with Veterans, as well as increases in salaries, retirement costs and health benefits. This is offset by a reduction in Materials and Services (\$42,500), which aligns with the reduction of grant funds.

With the exception of the small FTE reallocation, this represents a "base" expenditure increase to maintain current service levels.

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

1. **CDBG Administration (164-901005)**: Ensures federal application criteria are met; citizens are informed; technical assistance is available to potential sponsors; provides planning, program and activity design; and assures accountability and control of Housing and Urban Development (HUD) funds.
2. **Project Administration (164-901010)**: This program accounts for the expenditure of all CDBG project activities carried out by the department and sub recipients related to public services, infrastructure development, public facilities and affordable housing.
3. **Housing (164-901015)**: Provides for the project administration of rehabilitation of existing housing for low-to-moderate income residents. The components of this functional area include: deferred payments loans; low interest bearing loans; and the home access and repair for the disabled and elderly (HARDE) grant program.
4. **Neighborhood Stabilization (164-901020)**: The Neighborhood Stabilization Program (NSP) was a program that was funded under the Housing and Economic Recovery Act (HERA) of 2008 and was intended to address foreclosed properties in targeted areas throughout the County that were either undergoing high incidences of foreclosures or were at risk of foreclosure. While the main federal program was discontinued some time ago, a sub-recipient agreement remains in place with Oregon Housing and Community Services, the pass-through State Agency, to allow for the use of any program income generated from the sale of properties originally purchased with federal program funds. Washington County has continued to receive periodic repayments. HUD and the State of Oregon may approve periodic transfers of funds generated as program income to the CDBG Program. Those funds will be used to support the Housing Rehab Program.
5. **Emergency Solutions Grant (164-901025)**: Provides homeless persons with basic shelter and essential supportive services. ESG also provides short-term homelessness prevention and rapid re-housing assistance to persons who are homeless or are at imminent risk of losing their housing due to eviction, foreclosure or utility shutoffs.
6. **Veterans Home Improvement (164-901040)**: The Office of Community Development was awarded \$150,000 from the Oregon Housing and Community Services for a Veterans Home Improvement Program. This program will end May 31, 2019.
7. **Hillsboro Housing Rehabilitation (164-901045)**: The City of Hillsboro will allocate \$201,669 in CDBG funds to Washington County Office of Community Development to manage its housing rehabilitation program for FY 19/20. The funds will be used for administration, project management and the hard costs of construction for approximately 16 households.

Community Development Block Grant 164-9010

Budget Detail

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
CDBG Administration	\$ 618,800	618,800	811,639	192,839	31%
Project Administration	3,163,346	3,163,346	2,794,365	(368,981)	-12%
Housing	352,746	352,746	382,966	30,220	9%
Neighborhood Stabilization	-	-	98,544	98,544	0%
Emergency Solutions Grant	169,025	169,025	169,025	-	0%
Veterans Home Improvement	150,000	150,000	-	(150,000)	-100%
Hillsboro Housing Rehabilitation	201,669	201,669	201,669	-	0%
Total \$	4,655,586	4,655,586	4,458,208	(197,378)	-4%
by category					
Intergovernmental	4,284,316	4,284,316	3,869,061	(415,255)	-10%
Miscellaneous	181,270	181,270	107,764	(73,506)	-41%
Operating Transfers In	150,000	150,000	170,000	20,000	13%
Total Revenues	4,615,586	4,615,586	4,146,825	(468,761)	-10%
Personnel Services	586,906	586,906	799,043	212,137	36%
Materials & Services	624,961	624,961	478,410	(146,551)	-23%
Other	3,332,371	3,332,371	2,974,258	(358,113)	-11%
Interdepartmental	111,348	111,348	206,497	95,149	85%
subtotal	4,655,586	4,655,586	4,458,208	(197,378)	-4%
Contingency	-	-	-	-	0%
Total Expenditures	4,655,586	4,655,586	4,458,208	(197,378)	-4%
Revenues under expenditures	(40,000)	(40,000)	(311,383)	(271,383)	678%
Beginning Fund Balance	40,000	40,000	311,383	271,383	678%
Ending Fund Balance	-	-	-	-	
FTE's	5.28	5.28	6.28	1.00	19%

Budget Analysis:

Revenues decrease \$468,761 (10%). Expenditures decrease \$197,378 (4%). Beginning fund balance increases \$271,383 (678%).

Intergovernmental decreases \$415,255 (10%) as projects are completed. Due to the federal government's Continuing Resolution through February 15, 2019, Washington County will not know its CDBG allocation until April or May of 2019. The proposed budget is based on a status quo federal allocation. The CDBG total revenue budget reflects a 10% decrease in Intergovernmental, a \$73,506 (41%) decrease in program income (a fluctuating resource), and the end of a State of Oregon home repair grant. Unused funds from FY 2018-19 are reflected in the fund balance. These funds are used to support the program and reduce the amount of general funds support requested in FY 2019-20.

Personnel Services increase \$212,137 (36%) due to the addition of a 1.00 FTE Housing and Community Development Specialist, wages, health benefits, and retirements costs. Interfund costs increased \$95,149 (85%) due to indirect cost increases and a project award to Aging and Veterans Services.

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

Early Learning:

The team hosts one of 16 Early Learning Hubs funded by the state. The Hub works with all sectors of the community to create sustainable solutions that address the needs of at risk children ages zero to six and their families, and coordinates development of these programs to address community needs and service gaps in efforts to strengthen existing Early Learning services. The Hub brings parents of at-risk children and service systems together (e.g. business, child welfare, early learning, health/mental health/alcohol and drug, human services and K-12), advocates for the development of policies and laws that promote kindergarten readiness, and facilitates Family Preservation and Support Services Programs which provides services for children involved in or at high risk of involvement in the child welfare system.

Family Support:

CYF has been designated as a Parenting Education Hub by Oregon Parenting Education Collaborative (OPEC) to support parenting education and professional development for those who work with parents. Special efforts have been made to target a wide range of ethnic groups and communities with children at risk for abuse and neglect. The team coordinates and is continuing to build a coordinated referral system to assist expecting families child children prenatal through 5 to find a range of needed supports.

Youth Support and Addiction Prevention:

CYF provides youth support projects to promote healthy and less disruptive behavior. This includes the coordination of the County's Substance Use Prevention collaboration and the Nurture Oregon collaboration to promote PAX Good Behavior Game, a trauma-informed classroom approach that addresses many root causes of substance abuse and other life challenges. The team also supports local substance abuse prevention collaborations and seeks to reduce access to alcohol through partnerships with police to enforce the requirement of ID checks at liquor stores.

Children, Youth & Families 166-7050

Budget Detail

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Children, Youth & Families	\$ 7,662,602	7,662,602	5,814,674	(1,847,928)	-24%
Total	\$ 7,662,602	7,662,602	5,814,674	(1,847,928)	-24%
by category					
Intergovernmental	6,309,631	6,309,631	4,835,493	(1,474,138)	-23%
Charges for Services	120,000	120,000	-	(120,000)	-100%
Interdepartmental	572,149	572,149	98,083	(474,066)	-83%
Miscellaneous	2,500	2,500	31,500	29,000	1,160%
Operating Transfers In	186,250	186,250	236,250	50,000	27%
Total Revenues	7,190,530	7,190,530	5,201,326	(1,989,204)	-28%
Personnel Services	703,003	703,003	768,957	65,954	9%
Materials & Services	5,788,916	5,788,916	4,111,149	(1,677,767)	-29%
Other	2,000	2,000	6,700	4,700	235%
Interdepartmental	689,781	689,781	274,349	(415,432)	-60%
Operating Transfers Out	-	-	40,171	40,171	0%
subtotal	7,183,700	7,183,700	5,201,326	(1,982,374)	-28%
Contingency	478,902	478,902	613,348	134,446	28%
Total Expenditures	7,662,602	7,662,602	5,814,674	(1,847,928)	-24%
Revenues under expenditures	(472,072)	(472,072)	(613,348)	(141,276)	30%
Beginning Fund Balance	472,072	472,072	613,348	141,276	30%
Ending Fund Balance	-	-	-	-	
FTE's	5.00	6.00	6.00	-	0%

Budget Analysis:

Revenues decrease \$1,989,204 (28%). Expenditures, excluding Contingency, decrease \$1,982,374 (28%). Contingency increases \$134,446 (28%). Beginning fund balance increases \$141,276 (30%).

Both revenue and expenditures decrease \$1.9 million because of an administrative transfer of the Healthy Families program from this organization unit to Public Health. This affects several revenue sources (Intergovernmental, Charges for Services and Interdepartmental) and several expenditure targets, particularly Professional Services in Materials & Services. This is offset by a 22% increase in Hub revenue from the state (\$67,659). General Fund transfer grows \$50,000 (27%) to increase the administrative capacity in CYF, which will free up grant funds to spend on underserved population needs.

Expenditures decreases from \$7.2 million to \$5.2 million and are associated with changes in grant revenue. Personnel Services increase \$65,958 (9%) due to a Management Analyst hired mid-year 2018-19, as well as salaries, retirement costs and health benefits.

Contingency increases to \$613,348 and represents funds held in reserve for future appropriations.

Developmental Disabilities 191-7065

Budget Detail

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

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

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Developmental Disabilities Services	\$ -	-	11,463,242	11,463,242	0%
Total	\$ -	-	11,463,242	11,463,242	0%
by category					
Intergovernmental	-	-	9,368,325	9,368,325	0%
Miscellaneous	-	-	25,000	25,000	0%
Operating Transfers In	-	-	2,069,917	2,069,917	0%
Total Revenues	-	-	11,463,242	11,463,242	0%
Personnel Services	-	-	8,633,560	8,633,560	0%
Materials & Services	-	-	1,038,272	1,038,272	0%
Other	-	-	35,000	35,000	0%
Interdepartmental	-	-	1,289,889	1,289,889	0%
subtotal	-	-	10,996,721	10,996,721	0%
Contingency	-	-	466,521	466,521	0%
Total Expenditures	-	-	11,463,242	11,463,242	0%
Revenues under Expenditures	-	-	-	-	0%
Beginning Fund Balance	-	-	-	-	0%
Ending Fund Balance	-	-	-	-	
FTE's	-	-	77.80	77.80	0%

Budget Analysis:

Beginning FY 2019-20, Developmental Disabilities Services moved from a program of Human Services (Fund 192) to this new fund.

Revenues increase 12% from the previous year to \$11.5 million. Primary revenue source is the state mental health grant (\$11.4 million), along with some support from county General Fund (\$35,000) and interest income (\$25,000).

Expenditures, excluding contingency, are almost \$11 million. In addition to the transfer of 69.80 FTE in existing staff (from Human Services Fund 192), this budget includes a request for 8.00 new FTE to meet increased workload requirements – 7.00 FTE Mental Health Services Coordinators and 1.00 FTE Mental Health Services Supervisor.

Contingency is almost \$500,000 and represents funds held in reserve for future appropriations.

The Developmental Disabilities Services program has grown dramatically over the past few years due to changes in eligibility requirements by the State Legislature, which significantly increased the number of individuals served. However, state funding levels are below the amount needed to effectively serve all individuals who are now eligible for services. Due to the state's process for funding allocation, state funding supports about 80% of costs for recommended staffing levels. Current carryforward and fund balance allow us to maintain needed staff levels for state-mandated services in the short term. Decisions at the state level about funding levels and allocation methods will be key to the financial stability of Developmental Disabilities Services moving forward.

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

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

Human Services 192-7060

Budget Detail

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Human Services Administration	\$ 4,796,920	4,796,920	6,080,765	1,283,845	27%
Mental Health Services	28,995,292	28,995,292	31,981,773	2,986,481	10%
Children's Human Services	2,390,392	2,390,392	2,886,652	496,260	21%
Alcohol & Drug Services	9,512,712	9,512,712	11,558,904	2,046,192	22%
Developmental Disability Services	9,138,336	9,138,336	2,034,917	(7,103,419)	-78%
Total \$	54,833,652	54,833,652	54,543,011	(290,641)	-1%
by category					
Intergovernmental	49,839,754	49,839,754	45,645,842	(4,193,912)	-8%
Charges for Services	9,000	9,000	9,000	-	0%
Interdepartmental	143,196	143,196	311,127	167,931	117%
Miscellaneous	528,600	528,600	639,100	110,500	21%
Operating Transfers In	2,192,819	2,192,819	2,173,559	(19,260)	-1%
Total Revenues	52,713,369	52,713,369	48,778,628	(3,934,741)	-7%
Personnel Services	10,497,300	10,497,300	4,183,273	(6,314,027)	-60%
Materials & Services	37,373,285	37,373,285	39,264,873	1,891,588	5%
Other	48,128	48,128	11,448	(36,680)	-76%
Interdepartmental	1,535,988	1,535,988	731,499	(804,489)	-52%
Operating Transfers Out	3,623,645	3,623,645	5,433,224	1,809,579	50%
subtotal	53,078,346	53,078,346	49,624,317	(3,454,029)	-7%
Contingency	1,755,306	1,755,306	4,918,694	3,163,388	180%
Total Expenditures	54,833,652	54,833,652	54,543,011	(290,641)	-1%
Revenues under expenditures	(2,120,283)	(2,120,283)	(5,764,383)	(3,644,100)	172%
Beginning Fund Balance	2,120,283	2,120,283	5,764,383	3,644,100	172%
Ending Fund Balance	-	-	-	-	
FTE's	97.99	98.99	32.93	(66.06)	-67%

Budget Analysis:

Revenues decrease \$3,934,741 (7%). Expenditures, excluding Contingency, decrease \$3,454,029 (7%). Contingency increases \$3,163,388 (180%). Beginning fund balance increases \$3,644,100 (172%).

Revenues decrease \$3.9 million (7%) due primarily to the separation of Developmental Disabilities Services into a separate fund \$8.2 million. This decrease in revenue is offset by increases in revenue for Mental Health Services \$2.9 million (10%), Children's Human Services \$526,779 (22%) and Alcohol and Drug Abuse Services \$1.3 million (14%).

Expenditures decrease \$1.6 million (3%) due to the separation of Developmental Disabilities Services into a separate fund \$8.6 million. This decrease in expenditures is offset by increases in expenditures for Mental Health Services \$3 million (10%), Children's Human Services \$496,260 (21%) and Alcohol and Drug Abuse Services \$1.3 million (14%).

Beginning fund balance increases \$3.8 million. Contingency increases \$3.1 million and represents funds held in reserve for future allocations. The General Fund transfer decreased slightly \$101,050 to \$1.7 million. These funds are used for mental health services for crisis response, protective service and civil commitment investigations and hearings, a mental health liaison within the jail, the coordination of mental health services with the Juvenile department, child abuse response and evaluation services and the mental health response team that works with the Sheriff's Office.

Mental Health Services:

Revenues increase \$2.9 million (10%) due to state grants funds and grant carryforward. Expenditures increase \$2.9 million (10%) due primarily to contract services and Personnel Services including a 2.47 FTE increase.

Children's Human Services:

Revenues increase \$526,779 (22%) due to state grant and carryforward funds. Expenditures increase \$496,260 (21%) due to contract services and a 2.37 FTE increase.

Alcohol & Drug Abuse Services:

Revenues increase \$1.3 million (14%) due to state grant and carryforward funds. Expenditures increase \$2.0 million due primarily to contract services.

Developmental Disability Services:

Beginning in fiscal year 2019-20 Developmental Disability Services has moved from fund 192 to fund 191.

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

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

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
OHP Mental Health Org	\$ 5,272,811	5,272,811	5,424,319	151,508	3%
Total	\$ 5,272,811	5,272,811	5,424,319	151,508	3%
by category					
Miscellaneous	51,000	51,000	135,000	84,000	165%
Total Revenues	51,000	51,000	135,000	84,000	165%
Contingency					
	5,272,811	5,272,811	5,424,319	151,508	3%
Total Expenditures	5,272,811	5,272,811	5,424,319	151,508	3%
Revenues under expenditures					
	(5,221,811)	(5,221,811)	(5,289,319)	(67,508)	1%
Beginning Fund Balance	5,221,811	5,221,811	5,289,319	67,508	1%
Ending Fund Balance	-	-	-	-	

Budget Analysis:

Revenues increase \$84,000 (165%). Contingency increases \$151,508 (3%). Beginning fund balance increases \$67,508 (1%).

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

State revenue to this fund has ceased entirely. Revenue consists of investment income \$135,000.

Contingency increases to nearly \$5.3 million and represents funds restricted for mental health services which are held in reserve for future appropriations. These funds may be used in the future to help fund a permanent facility for the leased Hawthorn Walk-In Center.

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

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

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Mental Health HB 2145	\$ 1,574,390	1,574,390	1,471,416	(102,974)	-7%
Total	\$ 1,574,390	1,574,390	1,471,416	(102,974)	-7%
by category					
Operating Transfers Out	368,210	368,210	450,000	81,790	22%
subtotal	368,210	368,210	450,000	81,790	22%
Contingency	1,206,180	1,206,180	1,021,416	(184,764)	-15%
Total Expenditures	1,574,390	1,574,390	1,471,416	(102,974)	-7%
Revenues under expenditures	(1,574,390)	(1,574,390)	(1,471,416)	102,974	-7%
Beginning Fund Balance	1,574,390	1,574,390	1,471,416	(102,974)	-7%
Ending Fund Balance	-	-	-	-	

Budget Analysis:

Expenditures, excluding Contingency, increase \$81,790 (22%). Contingency decreases \$184,764 (15%). Beginning fund balance decreases \$102,974 (7%).

Beginning fund balance decreases to \$1.5 million as a result of transfers to Human Services in fiscal year 2018-19. Contingency decreases to \$1.0 million and represents funds held in reserve for future appropriations. The 19-20 budget primarily invests in personnel and housing, preserving most of the dollars for future large-scale projects.

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

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

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Health Share of Oregon (HSO)	\$ 16,686,085	16,686,085	18,757,491	2,071,406	12%
Total	\$ 16,686,085	16,686,085	18,757,491	2,071,406	12%
by category					
Charges for Services	12,265,000	12,265,000	11,931,444	(333,556)	-3%
Miscellaneous	44,000	44,000	44,000	-	0%
Total Revenues	12,309,000	12,309,000	11,975,444	(333,556)	-3%
Personnel Services	3,549,105	3,549,105	4,073,678	524,573	15%
Materials & Services	9,490,176	9,490,176	5,606,089	(3,884,087)	-41%
Other	4,300	4,300	5,522	1,222	28%
Interdepartmental	650,376	650,376	875,664	225,288	35%
Operating Transfers Out	1,237,060	1,237,060	1,470,000	232,940	19%
subtotal	14,931,017	14,931,017	12,030,953	(2,900,064)	-19%
Contingency	1,755,068	1,755,068	6,726,538	4,971,470	283%
Total Expenditures	16,686,085	16,686,085	18,757,491	2,071,406	12%
Revenues under Expenditures	(4,377,085)	(4,377,085)	(6,782,047)	(2,404,962)	55%
Beginning Fund Balance	4,377,085	4,377,085	6,782,047	2,404,962	55%
Ending Fund Balance	-	-	-	-	
FTE's	31.81	33.81	33.27	(0.54)	-2%

Budget Analysis:

Revenues decrease \$333,556 (3%). Expenditures, excluding Contingency, decrease \$2,900,064 (19%). Contingency increases \$4,971,470 (283%). Beginning fund balance increases \$2,404,962 (55%).

Revenues decrease \$333,556 (3%) indicating the impact of the closure of Family Care in January 2018 has stabilized. Expenditures increase \$2.9 million primarily due to the increase in contingency from \$1,755,068 to \$6,726,538 which represents funds held in reserve for future appropriations. The Personnel Services increase \$524,591 and the transfer to Mental Health Crisis Services increase \$232,940.

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

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

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
In-Home Services	\$ 1,299,380	1,299,380	1,153,842	(145,538)	-11%
Administration	745,388	745,388	703,569	(41,819)	-6%
Program Development	1,561,479	1,561,479	1,569,501	8,022	1%
Older Americans Act/NSIP	1,853,355	1,853,355	2,382,586	529,231	29%
Total	\$ 5,459,602	5,459,602	5,809,498	349,896	6%
by category					
Intergovernmental	4,442,433	4,442,433	4,753,982	311,549	7%
Interdepartmental	-	-	129,750	129,750	0%
Miscellaneous	30,700	30,700	31,410	710	2%
Operating Transfers In	335,765	335,765	344,368	8,603	3%
Total Revenues	4,808,898	4,808,898	5,259,510	450,612	9%
Personnel Services	1,749,954	1,749,954	2,128,639	378,685	22%
Materials & Services	2,780,789	2,780,789	2,744,174	(36,615)	-1%
Other	6,934	6,934	7,031	97	1%
Interdepartmental	262,912	262,912	396,583	133,671	51%
Operating Transfers Out	100,000	100,000	-	(100,000)	-100%
subtotal	4,900,589	4,900,589	5,276,427	375,838	8%
Contingency	559,013	559,013	533,071	(25,942)	-5%
Total Expenditures	5,459,602	5,459,602	5,809,498	349,896	6%
Revenues under Expenditures	(650,704)	(650,704)	(549,988)	100,716	-15%
Beginning Fund Balance	650,704	650,704	549,988	(100,716)	-15%
Ending Fund Balance	-	-	-	-	
FTE's	17.05	18.30	19.10	0.80	4%

Budget Analysis:

Revenues increase \$450,612 (9%). Expenditures, excluding Contingency, increase \$375,838 (8%). Contingency decreases \$25,942 (5%). Beginning fund balance decreases \$100,716 (15%).

Revenues due to growth in renewed bi-annual contracts. Older Americans Act (OAA) / Nutrition Services Incentive Program (NSIP) increases \$509,359 (27%) to \$2.4 million. Oregon Project Independence (OPI) decreases \$152,608 (12%) to \$1.2 million. A new CDBG grant is anticipated from Community Development (\$75,000). These increases are offset by a reduction in Evidence Based funds (\$18,276), Benefits Enrollment Center Grant (NCOA) funds (\$70,000) and other minor shifts throughout the organization unit.

Expenditures increase to \$5.8 million due to increases in service contracts associated with the increase in budgeted revenue and the addition of a 2.05 FTE. This is the net addition from a reduction of 0.20 FTE Program Communication and Education Specialist that moved to Veterans, and the addition of 2.00 FTE grant funded Program Specialists, and the increase of one Disability and Aging Services Coordinator from 0.75 FTE staff to 1.00 FTE.

The Operating Transfer In from the General Fund increases \$8,603 (3%) to support the Homeless Coordination position, inter-departmental transfers decrease by \$100,000 (100%) due to completion of the capital project to remodel the DAVS office.

Mental Health Crisis Services 199-7089

Budget Detail

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

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

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Mental Health Crisis Services	\$ 7,558,313	7,558,313	7,330,497	(227,816)	-3%
Total	\$ 7,558,313	7,558,313	7,330,497	(227,816)	-3%
by category					
Miscellaneous	23,343	23,343	40,000	16,657	71%
Operating Transfers In	5,200,705	5,200,705	5,253,307	52,602	1%
Total Revenues	5,224,048	5,224,048	5,293,307	69,259	1%
Materials & Services	7,500,576	7,500,576	5,333,720	(2,166,856)	-29%
Interdepartmental	57,737	57,737	93,571	35,834	62%
subtotal	7,558,313	7,558,313	5,427,291	(2,131,022)	-28%
Contingency	-	-	1,903,206	1,903,206	0%
Total Expenditures	7,558,313	7,558,313	7,330,497	(227,816)	-3%
Revenues under Expenditures	(2,334,265)	(2,334,265)	(2,037,190)	297,075	-13%
Beginning Fund Balance	2,334,265	2,334,265	2,037,190	(297,075)	-13%
Ending Fund Balance	-	-	-	-	

Budget Analysis:

Revenues increase \$69,259 (1%). Expenditures, excluding Contingency, decrease \$2,131,022 (28%). Beginning fund balance decreases \$297,075 (13%).

Revenues consist of \$400,000 from the General Fund, \$3.4 million from Human Services, \$1.4 million from Health Share of Oregon and \$40,000 in investment interest income.

Expenditures include \$4.9 million in contracted services, operating costs for the Hawthorn Walk-In Center, and other crisis services.

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

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

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Tri-County Risk Reserve for HSO	\$ 10,500,000	10,500,000	10,500,000	-	0%
Total	\$ 10,500,000	10,500,000	10,500,000	-	0%
by category					
Other	5,500,000	5,500,000	5,500,000	-	0%
subtotal	5,500,000	5,500,000	5,500,000	-	0%
Contingency	5,000,000	5,000,000	5,000,000	-	0%
Total Expenditures	10,500,000	10,500,000	10,500,000	-	0%
Revenues under Expenditures	(10,500,000)	(10,500,000)	(10,500,000)	-	0%
Beginning Fund Balance	10,500,000	10,500,000	10,500,000	-	0%
Ending Fund Balance	-	-	-	-	

Budget Analysis:

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

Emergency Medical Services 208-7010

Budget Detail

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

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

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Emergency Medical Services	\$ 1,594,536	1,594,536	1,437,039	(157,497)	-10%
Total	\$ 1,594,536	1,594,536	1,437,039	(157,497)	-10%
by category					
Licenses & Permits	541,206	541,206	552,099	10,893	2%
Charges for Services	5,500	5,500	5,500	-	0%
Interdepartmental	10,250	10,250	10,250	-	0%
Miscellaneous	43,000	43,000	44,238	1,238	3%
Total Revenues	599,956	599,956	612,087	12,131	2%
Personnel Services	359,690	359,690	410,050	50,360	14%
Materials & Services	625,276	625,276	715,773	90,497	14%
Other	3,000	3,000	3,000	-	0%
Interdepartmental	92,687	92,687	107,685	14,998	16%
subtotal	1,080,653	1,080,653	1,236,508	155,855	14%
Contingency	513,883	513,883	200,531	(313,352)	-61%
Total Expenditures	1,594,536	1,594,536	1,437,039	(157,497)	-10%
Revenues under Expenditures	(994,580)	(994,580)	(824,952)	169,628	-17%
Beginning Fund Balance	994,580	994,580	824,952	(169,628)	-17%
Ending Fund Balance	-	-	-	-	
FTE's	2.60	2.60	3.25	0.65	25%

Budget Analysis:

Revenues increase \$12,131 (2%). Expenditures, excluding Contingency, increase \$155,855 (14%). Contingency decreases \$313,352 (61%). Beginning fund balance decreases \$169,628 (17%).

Revenues increase due to small increases in EMS franchise fees and reimbursements from hospitals. Expenditures increase due primarily to planned system enhancements (\$127,420) and Personnel Services (\$50,360) relating to a transfer of 0.65 FTE from the Public Health unit (100-7030).

Contingency decreases to \$200,531 and represents funds held in reserve for future appropriations.

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

1. **Housing Administration (218-651005)**: Includes staff and operating costs associated with the administration of the Department's Continuum of Care and Homeless programs, and the Housing Authority's Low Rent Public Housing, Section 8 Program, Local Fund and Affordable Housing portfolio. This was separated from General Maintenance to allocate costs appropriately.
2. **Maintenance (218-651010)**: Includes staff and operating costs associated with the administration of the Department's Continuum of Care and Homeless programs, and the Housing Authority's Low Rent Public Housing, Section 8 Program, Local Fund and Affordable Housing portfolio. This was separated from General Administration to allocate costs appropriately.
3. **Continuum of Care-Housing Assistance Payment (218-651025)**: Includes HUD funds for use by local service providers to the homeless. Funds will be provided to local project sponsors, over multi-year periods, to fund housing assistance payment.
4. **Continuum of Care Services, Operations & Administration (218-651030)**: Includes HUD funds for use by local providers of services to the homeless. Funds will be provided to local project sponsors, over multi-year periods, to fund support services, operating costs and other eligible expenses. This was separated from Continuum of Care-Housing Assistance Payment to include eligible Administrative Fees.
5. **Homeless Programs (218-651035)**: Includes HUD and General Funds for administration of homeless programs aligned with A Road Home: Community Plan to Prevent and End Homelessness, that includes County investments in the Homeless To Work project, Community Connect, Prevention Rent Assistance, Mary Mac Transitional Housing, Chronic Health Case Manager, funds that provide match to HUD projects, etc.

Housing Services 218-6510

Budget Detail

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Housing Administration	\$ 4,356,517	4,356,517	5,102,917	746,400	17%
Maintenance	428,212	428,212	435,471	7,259	2%
Continuum of Care-Housing Assistance Payment	2,511,012	2,511,012	2,808,639	297,627	12%
Continuum of Care Services, Operations & Administration	1,359,983	1,359,983	972,587	(387,396)	-28%
Homeless Programs	2,665,005	2,665,005	1,902,252	(762,753)	-29%
Total \$	11,320,729	11,320,729	11,221,866	(98,863)	-1%
by category					
Intergovernmental	3,875,537	3,875,537	3,861,170	(14,367)	0%
Interdepartmental	-	-	332,365	332,365	0%
Miscellaneous	4,784,729	4,784,729	5,206,023	421,294	9%
Operating Transfers In	2,365,192	2,365,192	1,366,995	(998,197)	-42%
Total Revenues	11,025,458	11,025,458	10,766,553	(258,905)	-2%
Personnel Services	3,975,368	3,975,368	4,708,777	733,409	18%
Materials & Services	2,011,149	2,011,149	1,059,789	(951,360)	-47%
Other	3,779,167	3,779,167	3,776,729	(2,438)	0%
Interdepartmental	629,777	629,777	648,664	18,887	3%
Operating Transfers Out	573,609	573,609	572,594	(1,015)	0%
subtotal	10,969,070	10,969,070	10,766,553	(202,517)	-2%
Contingency	351,659	351,659	455,313	103,654	29%
Total Expenditures	11,320,729	11,320,729	11,221,866	(98,863)	-1%
Revenues under Expenditures	(295,271)	(295,271)	(455,313)	(160,042)	54%
Beginning Fund Balance	295,271	295,271	455,313	160,042	54%
Ending Fund Balance	-	-	-	-	
FTE's	38.80	39.80	42.80	3.00	8%

Budget Analysis:

Revenues decrease \$258,905 (2%). Expenditures, excluding Contingency, decrease \$202,517 (2%). Contingency increases \$103,654 (29%). Beginning fund balance increases \$160,042 (54%).

Intergovernmental revenues, from the US Department of Housing and Urban Development (HUD) for the Homeless and Continuum of Care programs (CoC), are estimated to decrease \$14,367 (0%).

Interfund revenue \$332,365 is added to account for Fund 219 Metro Affordable Housing Bond Program administrative functions provided by Housing staff.

Miscellaneous revenues, which are charges to other Department of Housing Services programs and the Housing Authority, increase \$421,294 (9%) to reflect expenditure increases in the Housing Services General Administrative and Maintenance programs.

Operating Transfers In is budgeted to decrease \$998,197 (42%) resulting from a \$1,000,000 decrease in operating support from the Strategic Investment Program for the Housing Production Opportunity Fund, a \$72,691 decrease in operating support from the Housing Services Fund for Continuum of Care programs (CoC), and a \$74,494 increase in operating support from the General Fund for Homeless programs and Housing Authority housing programs.

Personnel Services increases \$733,409 (18%), due in part, to adding two Occupancy Specialist and two Program Coordinator positions to accommodate work with the Metro Affordable Housing Bond.

Other increases for additional HUD grants awarded to the Continuum of Care programs.

Transfers to other funds decreases \$1,015, reflecting a \$72,691 decrease in transfer from the Homeless program to the Continuum of Care program for the 25% HUD required matching, and a \$71,676 increase in operating support from the General Fund to the Housing Authority programs and Metro Affordable Housing Bond administration.

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

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

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
General Housing Bond Program Administration	\$ -	-	450,272	450,272	0%
Housing Bond Project Development	-	-	45,000,000	45,000,000	0%
Total \$	-	-	45,450,272	45,450,272	0%
by category					
Intergovernmental	-	-	45,350,272	45,350,272	0%
Total Revenues	-	-	45,350,272	45,350,272	0%
Materials & Services	-	-	1,115,004	1,115,004	0%
Other	-	-	44,000,000	44,000,000	0%
Interdepartmental	-	-	335,268	335,268	0%
subtotal	-	-	45,450,272	45,450,272	0%
Contingency	-	-	-	-	0%
Total Expenditures	-	-	45,450,272	45,450,272	0%
Revenues under Expenditures	-	-	(100,000)	(100,000)	0%
Beginning Fund Balance	-	-	100,000	100,000	0%
Ending Fund Balance	-	-	-	-	0%

Budget Analysis:

The County will apply for fiscal year 2019-20 program administration funding of \$350,272 and anticipates up to \$45 million in available project development funding.

Materials & Services are budgeted to provide Professional Services for project development activities that may be required. Interfund Transfers include administrative costs paid to the Housing Program in Fund 218 for staff support to this fund (\$332,365) and Long Range Planning support from Land Use & Transportation (\$2,903). Other Expenditures include the balance of available resources appropriated each year for flexibility to accommodate development opportunities, to address shifts in project development schedules and for unforeseen changes.

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

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

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
HOME Administration	\$ 258,500	258,500	227,896	(30,604)	-12%
Project Administration	3,869,929	3,869,929	4,483,997	614,068	16%
Total	\$ 4,128,429	4,128,429	4,711,893	583,464	14%
by category					
Intergovernmental	3,609,296	3,609,296	4,371,331	762,035	21%
Miscellaneous	519,133	519,133	340,562	(178,571)	-34%
Total Revenues	4,128,429	4,128,429	4,711,893	583,464	14%
Personnel Services	186,478	186,478	138,505	(47,973)	-26%
Materials & Services	47,460	47,460	64,894	17,434	37%
Other	3,869,929	3,869,929	4,483,997	614,068	16%
Interdepartmental	24,562	24,562	24,497	(65)	0%
subtotal	4,128,429	4,128,429	4,711,893	583,464	14%
Contingency	-	-	-	-	0%
Total Expenditures	4,128,429	4,128,429	4,711,893	583,464	14%
Revenues under Expenditures	-	-	-	-	0%
Beginning Fund Balance	-	-	-	-	0%
Ending Fund Balance	-	-	-	-	0%
FTE's	1.17	1.17	1.17	-	0%

Budget Analysis:

Revenues increase \$583,464 (14%). Expenditures increase \$583,464 (14%).

Due to the federal government's late budget approval, Washington County will not know its HOME allocation until April/May 2019. The proposed budget is based on a status quo HOME allocation. Despite a stable estimated allocation, the HOME budget reflects a \$583,464 (14%) increase due to projects in the pipeline that have not started construction.

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

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

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Wood Smoke Reduction	\$ 1,312,956	1,312,956	1,494,105	181,149	14%
Total	\$ 1,312,956	1,312,956	1,494,105	181,149	14%
by category					
Intergovernmental	75,000	75,000	75,000	-	0%
Miscellaneous	500,000	500,000	500,000	-	0%
Operating Transfers In	260,479	260,479	255,685	(4,794)	-2%
Total Revenues	835,479	835,479	830,685	(4,794)	-1%
Personnel Services	136,810	136,810	150,206	13,396	10%
Materials & Services	21,198	21,198	30,614	9,416	44%
Other	1,127,111	1,127,111	1,286,059	158,948	14%
Interdepartmental	27,837	27,837	27,226	(611)	-2%
subtotal	1,312,956	1,312,956	1,494,105	181,149	14%
Contingency	-	-	-	-	0%
Total Expenditures	1,312,956	1,312,956	1,494,105	181,149	14%
Revenues under Expenditures	(477,477)	(477,477)	(663,420)	(185,943)	39%
Beginning Fund Balance	477,477	477,477	663,420	185,943	39%
Ending Fund Balance	-	-	-	-	
FTE's	1.30	1.30	1.30	-	0%

Budget Analysis:

Revenues decrease \$4,794 (1%). Expenditures increase \$181,149 (14%). Beginning fund balance increases \$185,943 (39%).

Fiscal year 2019-20 will be the fourth full year of operations for this fund.

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

The proposed budget reflects the fifth installment of Gain Share funds, anticipated revenues from public and private partnerships, as well as carry forward funds from fiscal year 2018-19.

Expenditures increase \$181,149 (14%) for carry forward funding into fiscal year 2019-20 as well as additional revenues described above. Personnel Services increase \$13,396 (10%) due to salaries, retirement costs and health benefits.

A projected fund balance of \$663,420 from carry forward funding results in higher expenditures to revenue.

Culture, Education & Recreation



Parks	100-3560
Extention Services	100-9510
Metzger Park	162-3560
Cooperative Library Services	184-9710
West Slope Library	185-9710
County Fair Complex	200-9810
Transient Lodging Tax	240-1655

CULTURE, EDUCATION & RECREATION

BUDGET OVERVIEW

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

Organization Unit	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Parks	\$ 1,287,725	1,287,725	1,505,782	218,057	17%
Extension Services	515,258	515,258	559,929	44,671	9%
Metzger Park	147,089	147,089	173,143	26,054	18%
subtotal - Parks	1,950,072	1,950,072	2,238,854	288,782	15%
Cooperative Library Services	43,660,350	43,660,350	45,677,854	2,017,504	5%
West Slope Library	1,383,753	1,383,753	1,427,020	43,267	3%
subtotal - Libraries	45,044,103	45,044,103	47,104,874	2,060,771	5%
County Fair Complex	4,761,745	4,761,745	6,995,878	2,234,133	47%
Transient Lodging Tax	5,194,370	5,194,370	5,336,826	142,456	3%
subtotal - Other	9,956,115	9,956,115	12,332,704	2,376,589	24%
Totals	56,950,290	56,950,290	61,676,432	4,726,142	8%
General Fund	1,802,983	1,802,983	2,065,711	262,728	15%
Special Funds	55,147,307	55,147,307	59,610,721	4,463,414	8%
Totals \$	56,950,290	56,950,290	61,676,432	4,726,142	8%
FTE's	57.35	57.35	63.15	5.80	10%

CULTURE, EDUCATION & RECREATION

BUDGET OVERVIEW

Category Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Taxes	\$ 19,085,633	19,085,633	20,448,528	1,362,895	7%
Intergovernmental	602,944	602,944	557,029	(45,915)	-8%
Charges for Services	1,476,900	1,476,900	1,594,025	117,125	8%
Miscellaneous	796,810	796,810	832,198	35,388	4%
Operating Transfers In	21,489,178	21,489,178	23,527,703	2,038,525	9%
Total Revenues	43,451,465	43,451,465	46,959,483	3,508,018	8%
Personnel Services	6,410,808	6,410,808	7,278,869	868,061	14%
Materials & Services	36,265,813	36,265,813	38,049,935	1,784,122	5%
Other	1,206,949	1,206,949	1,391,515	184,566	15%
Interdepartmental	645,338	645,338	711,436	66,098	10%
Operating Transfers Out	865,981	865,981	881,013	15,032	2%
Capital Outlay	1,236,300	1,236,300	1,447,499	211,199	17%
subtotal	46,631,189	46,631,189	49,760,267	3,129,078	7%
Contingency	10,319,101	10,319,101	11,916,165	1,597,064	15%
Total Expenditures	56,950,290	56,950,290	61,676,432	4,726,142	8%
Revenues under Expenditures	(13,498,825)	(13,498,825)	(14,716,949)	(1,218,124)	9%
General Fund Subsidy	793,983	793,983	993,986	200,003	25%
	12,704,842	12,704,842	13,722,963	1,018,121	8%
Ending Fund Balances \$	-	-	-	-	

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

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

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

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

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Parks	\$ 1,287,725	1,287,725	1,505,782	218,057	17%
Total	1,287,725	1,287,725	1,505,782	218,057	17%
by category					
Intergovernmental	422,000	422,000	452,000	30,000	7%
Charges for Services	585,000	585,000	597,725	12,725	2%
Miscellaneous	2,000	2,000	2,000	-	0%
Total Revenues	1,009,000	1,009,000	1,051,725	42,725	4%
Personnel Services	839,112	839,112	989,669	150,557	18%
Materials & Services	403,686	403,686	441,767	38,081	9%
Other	38,627	38,627	37,846	(781)	-2%
Capital Outlay	6,300	6,300	36,500	30,200	479%
Total Expenditures	1,287,725	1,287,725	1,505,782	218,057	17%
General Fund Subsidy \$	278,725	278,725	454,057	175,332	63%
FTE's	8.00	8.00	8.90	0.90	11%

Budget Analysis:

Revenues increase \$42,725 (4%). Expenditures increase \$218,057 (17%). General Fund subsidy increases \$175,332 (63%).

The increase in revenues is primarily due to a \$30,000 in Recreational Vehicle registrations and \$12,725 in recreation fees.

The increase in expenditures is due to \$150,557 (18%) for Personnel Services; \$38,081 (9%) for Materials and Supplies and \$30,200 (479%) for Capital Outlay. Personnel services includes \$80,149 in "base" adjustments for salaries, retirement costs and health benefits; and \$70,408 in "plus" adjustments for an additional 0.90 FTE Groundskeeper. The additional position will provide an enhanced level of parks and grounds maintenance and repair.

Materials and Supplies includes additional expenditures to enhance recreational activities and services, including community events and educational programs (\$50,895); and costs associated with Fleet Internal (\$34,980). These are partially offset by decreases in repair/maintenance expenses (\$41,219) and other minor adjustments. The funding for recreational programs and services is considered a "plus" adjustment.

Capital Outlay (\$30,200) includes the addition of a compact pickup truck for use by the new Parks staff.

In summary, the requested budget includes \$151,503 in "plus" adjustments for the 0.90 FTE Groundskeeper; new recreational activities and services; and vehicle.

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

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

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Agricultural Extension	\$ 515,258	515,258	559,929	44,671	9%
Total	515,258	515,258	559,929	44,671	9%
by category					
Miscellaneous	-	-	20,000	20,000	0%
Total Revenues	-	-	20,000	20,000	0%
Materials & Services	148,310	148,310	147,904	(406)	0%
Other	366,948	366,948	412,025	45,077	12%
Total Expenditures	515,258	515,258	559,929	44,671	9%
General Fund Subsidy \$	515,258	515,258	539,929	24,671	5%

Budget Analysis:

Expenditures increase \$44,671 (9%). General Fund subsidy increases \$24,671 (5%).

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

County funds sent directly to OSU Extension are reflected in “Other” expenses and are used by OSU Extension for Extension staff, specialized program support (e.g., Master Gardeners, Food Systems), program supplies, staff mileage/training, and facilities costs supported directed by OSU Extension (e.g., computer network, phones). Direct expenditures for OSU increase 12%, which reflects a 3% increase for their “base” costs and \$33,250 in new investments for the following:

- A \$20,750 increase for an additional 0.25 FTE (from 3.25 to 3.50 FTE) to expand their fiscal coordination/oversight capacity.
- An addition of \$12,500 for a new Master Naturalist program at Hagg Lake starting January 2020.

The County anticipates a refund of approximately \$20,000 from OSU Extension, which reflects budgeted funds from the previous year that OSU did not spend.

In summary, this budget reflects a net increase of \$11,421 in “base” expenditures and \$33,250 in “plus” investments.

Metzger Park 162-3560

Budget Detail

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

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

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Metzger Park	\$ 147,089	147,089	173,143	26,054	18%
Total	147,089	147,089	173,143	26,054	18%
by category					
Miscellaneous	106,828	106,828	106,828	-	0%
Total Revenues	106,828	106,828	106,828	-	0%
Personnel Services	35,318	35,318	28,016	(7,302)	-21%
Materials & Services	53,500	53,500	53,500	-	0%
Other	170	170	170	-	0%
Interdepartmental	5,500	5,500	5,500	-	0%
Capital Outlay	-	-	40,957	40,957	0%
subtotal	94,488	94,488	128,143	33,655	36%
Contingency	52,601	52,601	45,000	(7,601)	-14%
Total Expenditures	147,089	147,089	173,143	26,054	18%
Revenues under Expenditures	(40,261)	(40,261)	(66,315)	(26,054)	65%
Beginning Fund Balance	40,261	40,261	66,315	26,054	65%
Ending Fund Balance \$	-	-	-	-	
FTE's	0.20	0.20	0.10	(0.10)	-50%

Budget Analysis:

Expenditures, excluding Contingency, increase \$33,655 (36%). Contingency decreases \$7,601 (14%). Beginning fund balance increases \$26,054 (65%).

Park staff continues to work with the Metzger Park Local Improvement District Advisory Board and other stakeholders to identify key goals and objectives for the park's operation, maintenance and improvement. A Metzger Park Management Plan has recently been developed and will inform future revenue and expenditures. The requested budget does not include an increase to the LID assessment for fiscal year 2019-20. The Board of Commissioners may consider an increase to the assessment in June 2019; which if approved, will be recognized through a budget adjustment process.

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

Washington County Cooperative Library Services (WCCLS) is a partnership between Washington County, nine cities, and three non-profit associations. WCCLS distributes funds to support local library operations, and provides the infrastructure to link libraries together, as well as some centralized library services. WCCLS is funded by a transfer from the General Fund and a Local Option Levy.

1. **Collections & Adult Services** (184-971005): Manages countywide digital library collection and online learning resources. Coordinates interlibrary loan (out of county) borrowing for member libraries. Promotes digital engagement with library services through email newsletters and social media. Supports adult services staff and initiatives across the County. Orders extra copies of popular titles (print and DVD) to keep wait times down.
2. **Cooperative Library Administration & Contracts** (184-971010): Manages WCCLS central support programs and one public library (West Slope Community Library – Fund 185). Engages in countywide public information initiatives and manages WCCLS fiscal resources and contracts with partner cities and non-profit associations to provide enhanced countywide library services. Coordinates activities of the Cooperative membership. Provides staff support for the Cultural Coalition of Washington County. Manages contracts for reciprocal borrowing in the Portland metropolitan area and libraries across Oregon.
3. **Automation** (184-971020): Provides countywide public internet access (wired and wifi)/bandwidth, network infrastructure and support, library inventory management software and database administration. Provides public-facing presence for WCCLS via wccls.org, including the public catalog interface and event calendar. Provides cataloging support for member libraries, coordination and data integrity. Provides supplies like physical library cards, barcodes and RFID tags to libraries. Provides 7 day/week technical support to member libraries.
4. **Outreach** (184-971025): Provides library services and outreach to special populations in Washington County, including mail delivery of library materials to the homebound and care facilities and funds to purchase materials for the County Jail Library. Actively outreaches to Spanish-speakers and other cultural communities and provides pre- and early literacy support for library staff, parents and caregivers. Funds translation services for member libraries' print materials into other languages. Coordinates and supports countywide youth services initiatives, such as summer reading.
5. **Courier** (184-971030): Seven day per week central sorting of library materials and delivery between member libraries. Managing and retrieving items from central storage for member libraries. Contracts for Orbis courier service for ground delivery between libraries in Oregon and Washington.

Cooperative Library Services 184-9710

Budget Detail

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Collections & Adult Services	\$ 2,540,250	2,540,250	2,812,915	272,665	11%
Cooperative Library Administration & Contracts	35,550,018	35,550,018	37,198,659	1,648,641	5%
Automation	3,444,043	3,444,043	3,537,533	93,490	3%
Outreach	1,301,841	1,301,841	1,258,423	(43,418)	-3%
Courier	824,198	824,198	870,324	46,126	6%
Total	43,660,350	43,660,350	45,677,854	2,017,504	5%
by category					
Taxes	13,698,043	13,698,043	14,291,907	593,864	4%
Intergovernmental	125,051	125,051	48,321	(76,730)	-61%
Charges for Services	5,000	5,000	-	(5,000)	-100%
Miscellaneous	235,736	235,736	274,801	39,065	17%
Operating Transfers In	20,623,197	20,623,197	21,396,690	773,493	4%
Total Revenues	34,687,027	34,687,027	36,011,719	1,324,692	4%
Personnel Services	3,932,018	3,932,018	4,276,926	344,908	9%
Materials & Services	29,407,862	29,407,862	30,305,163	897,301	3%
Other	-	-	4,320	4,320	0%
Interdepartmental	409,895	409,895	402,300	(7,595)	-2%
Operating Transfers Out	865,981	865,981	881,013	15,032	2%
Capital Outlay	200,000	200,000	218,750	18,750	9%
subtotal	34,815,756	34,815,756	36,088,472	1,272,716	4%
Contingency	8,844,594	8,844,594	9,589,382	744,788	8%
Total Expenditures	43,660,350	43,660,350	45,677,854	2,017,504	5%
Revenues under Expenditures	(8,973,323)	(8,973,323)	(9,666,135)	(692,812)	8%
Beginning Fund Balance	8,973,323	8,973,323	9,666,135	692,812	8%
Ending Fund Balance \$	-	-	-	-	
FTE's	34.50	34.50	35.50	1.00	3%

Budget Analysis:

Revenues increase \$1,324,692 (4%). Expenditures, excluding Contingency, increase \$1,272,716 (4%). Contingency increases \$744,788 (8%). Beginning fund balance increases \$692,812 (8%).

The budget for fiscal year 2019-20 includes both increased revenues and expenditures for WCCLS programs reflecting priorities from the passage of the current Library Local Option Levy.

Revenues increase primarily due to projected increase in assessed value.

Materials & Supplies increase 3% due to planned increased distributions to member libraries, and planned spending increased for digital content to meet patron demand.

Personnel Services increase 8% due to salaries, retirement costs, health benefits, and the addition of a 1.00 FTE Senior Library Assistant.

Capital Outlay increases 9% due to increased network equipment purchases and federal tariffs impacting network equipment costs industry-wide.

Provides public library service for residents in the unincorporated West Slope/Raleigh Hills area, including circulation of library materials, basic reference service, and programs for all ages. Revenue comes primarily from the funding distribution formula included in the Public Library Services Agreement approved by the Board of Commissioners.

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

1. **West Slope (185-971015):** Provides public library service for County residents in the unincorporated West Slope/Raleigh Hills area, including circulation of library materials, basic reference service, and programs for all ages.

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
West Slope	\$ 1,383,753	1,383,753	1,427,020	43,267	3%
Total	1,383,753	1,383,753	1,427,020	43,267	3%
by category					
Intergovernmental	2,893	2,893	3,542	649	22%
Miscellaneous	27,220	27,220	27,246	26	0%
Operating Transfers In	865,981	865,981	881,013	15,032	2%
Total Revenues	896,094	896,094	911,801	15,707	2%
Personnel Services	743,510	743,510	809,434	65,924	9%
Materials & Services	193,510	193,510	182,210	(11,300)	-6%
Other	300	300	400	100	33%
Interdepartmental	76,953	76,953	78,972	2,019	3%
subtotal	1,014,273	1,014,273	1,071,016	56,743	6%
Contingency	369,480	369,480	356,004	(13,476)	-4%
Total Expenditures	1,383,753	1,383,753	1,427,020	43,267	3%
Revenues under Expenditures	(487,659)	(487,659)	(515,219)	(27,560)	6%
Beginning Fund Balance	487,659	487,659	515,219	27,560	6%
Ending Fund Balance \$	-	-	-	-	
FTE's	6.00	6.00	6.00	-	0%

Budget Analysis:

Revenues increase \$15,707 (2%). Expenditures, excluding Contingency, increase \$56,743 (6%). Contingency decreases \$13,476 (4%). Beginning fund balance increases \$27,560 (6%).

Revenues increase primarily due to a planned increase in the distribution codified in the Public Library Services Agreement. The revenue is transferred from the Cooperative Library Administration & Contracts program.

Personnel Services increase 9% due to salaries, retirement costs, health benefits, and filling a Librarian vacancy at a Librarian II level instead of a Librarian I level. Total FTE remains unchanged.

Materials & Supplies decrease 6% due to reductions in professional services contracts.

County Fair Complex 200-9810

Budget Detail

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

1. **Fair Complex Operations & Interim Rentals (200-981005):** This program accounts for all activities and events held at the Fairgrounds except for the annual County Fair, the Event Center, and Capital Improvements which are housed in their own programs. The Fairgrounds, also called the Fair Complex, is the venue for a variety of community events and private functions.
2. **Annual County Fair (200-981010):** This program accounts for all the activities associated with the annual County Fair that are planned, prepared and produced under the direction of the Fair Board.
3. **Fair Complex Capital Improvements (200-981030):** This program accounts for Capital Improvements Maintenance Plan projects and other major facility needs.
4. **Fair Complex Event Center (200-981035):**

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Fair Complex Operations & Interim Rentals	\$ 1,877,237	1,877,237	2,806,916	929,679	50%
Annual County Fair	1,809,508	1,809,508	1,882,836	73,328	4%
Fair Complex Capital Improvements	1,075,000	1,075,000	1,075,000	-	0%
Fair Complex Event Center	-	-	1,231,126	1,231,126	0%
Total	4,761,745	4,761,745	6,995,878	2,234,133	47%
by category					
Taxes	1,589,604	1,589,604	2,268,021	678,417	43%
Intergovernmental	53,000	53,000	53,166	166	0%
Charges for Services	886,900	886,900	996,300	109,400	12%
Miscellaneous	411,200	411,200	366,000	(45,200)	-11%
Operating Transfers In	-	-	1,250,000	1,250,000	0%
Total Revenues	2,940,704	2,940,704	4,933,487	1,992,783	68%
Personnel Services	860,850	860,850	1,174,824	313,974	36%
Materials & Services	864,575	864,575	1,610,065	745,490	86%
Other	800,904	800,904	936,754	135,850	17%
Interdepartmental	152,990	152,990	197,164	44,174	29%
Capital Outlay	1,030,000	1,030,000	1,151,292	121,292	12%
subtotal	3,709,319	3,709,319	5,070,099	1,360,780	37%
Contingency	1,052,426	1,052,426	1,925,779	873,353	83%
Total Expenditures	4,761,745	4,761,745	6,995,878	2,234,133	47%
Revenues under Expenditures	(1,821,041)	(1,821,041)	(2,062,391)	(241,350)	13%
Beginning Fund Balance	1,821,041	1,821,041	2,062,391	241,350	13%
Ending Fund Balance \$	-	-	-	-	
FTE's	8.65	8.65	12.65	4.00	46%

Budget Analysis:

Revenues increase \$1,992,783 (68%). Expenditures, excluding Contingency, increase \$1,360,780 (37%). Contingency increases \$873,353 (83%). Beginning fund balance increases \$241,350 (13%).

In addition to the three ongoing program budgets (Fair Complex Operations, Capital Improvements, and Annual County Fair), this organization unit includes a new program budget this year for the Event Center, which is opening Spring 2020.

Overall, increases in this organization unit are due primarily to two sources: 1) an anticipated increase in Transient Lodging Tax (TLT) revenue, which is causing a corresponding increase in contingency held in the Fair Complex Operations program; and 2) a transfer of \$1.25 million in start-up revenue into this organization unit for the new Event Center. Staff changes reflect a net increase of 2.00 FTE (addition of 4.00 FTE and mid-year reduction of 2.00 FTE) and a redistribution of FTE's among the programs to support the operational needs of the new Event Center.

Specific changes include the following:

Fair Complex Operations & Interim Rentals:

Revenue increases \$669,455 (59%) due primarily to the projected increase in Transient Lodging Tax revenue of almost \$665,000. Expenditures, excluding contingency, increase \$53,400 (6%) due to rate increases in Utilities (\$33,000), cost increases in Fleet \$14,825 (298%) with the installation of a new fuel system, and a \$22,000 (29%) increase in County Cost Plan Charges. Contingency increases \$873,353 (83%) to just under \$2 million and represents funds held in reserve for future and unanticipated needs in this organization unit. With the exception of the new fuel systems expense, this budget reflects "base" expenditures with no new "plus" investments.

Annual County Fair:

Revenues and expenditures both increase \$73,328 (4%). The 2019 Washington County Fair is anticipated to draw over 125,000 attendees and will feature family entertainment, big name concerts, livestock shows and fair food. This budget also reflects "base" expenditures with no new "plus" investments.

Capital Improvements:

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

Event Center:

Start-up funds of \$1.25 million are transferred from the Event Center capital fund (organization unit 380-9820) and are fully appropriated in this new program budget as we prepare for the opening of the Event Center. Program costs include 2.25 FTE planned for the Event Center's start-up year (including marketing/events coordination, contracting/fiscal, operations/maintenance, and management/supervision).

Transient Lodging Tax 240-1655

Budget Detail

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

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

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

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

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Targeted Tourism	\$ 3,941,086	3,941,086	4,053,641	112,555	3%
Flexible Tourism	1,253,284	1,253,284	1,283,185	29,901	2%
Total	5,194,370	5,194,370	5,336,826	142,456	3%
by category					
Taxes	3,797,986	3,797,986	3,888,600	90,614	2%
Miscellaneous	13,826	13,826	35,323	21,497	155%
Total Revenues	3,811,812	3,811,812	3,923,923	112,111	3%
Materials & Services	5,194,370	5,194,370	5,309,326	114,956	2%
Interdepartmental	-	-	27,500	27,500	0%
subtotal	5,194,370	5,194,370	5,336,826	142,456	3%
Contingency	-	-	-	-	0%
Total Expenditures	5,194,370	5,194,370	5,336,826	142,456	3%
Revenues under Expenditures	(1,382,558)	(1,382,558)	(1,412,903)	(30,345)	2%
Beginning Fund Balance	1,382,558	1,382,558	1,412,903	30,345	2%
Ending Fund Balance \$	-	-	-	-	

Budget Analysis:

Revenues increase \$112,111 (3%). Expenditures increase \$142,456 (3%). Beginning fund balance increases \$30,345 (2%).

Despite new hotels and higher per night rate charges the revenue growth rate has slowed when compared to the last several years. Fiscal year 2018-19 revenues are anticipated to be 5% higher than FY 2017-18. The 2019-20 budget was prepared using a 5% revenue growth assumption.

The distribution to WCVA is anticipated to be approximately \$3.8 million and will be expended consistent with state law and WCVA's strategic and business plan(s). In providing tourism development services, WCVA will increase economic vitality and provide destination leadership and marketing.

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



Non-departmental

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

NON-DEPARTMENTAL

BUDGET OVERVIEW

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

Organization Unit	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Non-departmental	\$ 1,052,166	1,171,166	3,015,187	1,844,021	157%
General Fund Contingency	11,951,416	11,971,454	8,946,046	(3,025,408)	-25%
Community Network	591,500	591,500	679,500	88,000	15%
Totals	13,595,082	13,734,120	12,640,733	(1,093,387)	-8%

by category

Charges for Services	100,000	100,000	100,000	-	0%
Total Revenues	100,000	100,000	100,000	-	0%
Materials & Services	610,950	729,950	2,616,250	1,886,300	258%
Other	1,032,716	1,032,716	1,078,437	45,721	4%
subtotal	1,643,666	1,762,666	3,694,687	1,932,021	110%
Contingency	11,951,416	11,971,454	8,946,046	(3,025,408)	-25%
Total Expenditures	13,595,082	13,734,120	12,640,733	(1,093,387)	-8%
General Fund Subsidy \$	13,495,082	13,634,120	12,540,733	(1,093,387)	-8%

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

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

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Non-departmental	\$ 1,052,166	1,171,166	3,015,187	1,844,021	157%
Total	1,052,166	1,171,166	3,015,187	1,844,021	157%
by category					
Charges for Services	100,000	100,000	100,000	-	0%
Total Revenues	100,000	100,000	100,000	-	0%
Materials & Services	610,950	729,950	2,616,250	1,886,300	258%
Other	441,216	441,216	398,937	(42,279)	-10%
Total Expenditures	1,052,166	1,171,166	3,015,187	1,844,021	157%
General Fund Subsidy	\$ 952,166	1,071,166	2,915,187	1,844,021	172%

Budget Analysis:

Expenditures increase \$1,844,021 (157%). General Fund subsidy increases \$1,844,021 (172%).

The budget includes \$100,000 for distribution to community based not-for-profits (\$20,000 for each Board member).

Funding for the TriMet Passport program remains status quo. This program provides annual passes to regular County employees and is part of the County Sustainability Plan and the County’s comprehensive efforts to comply with trip reduction goals.

Other Special Expenditures is reduced by \$85,000 because funding for Community Action’s resource development efforts has been moved to the Community Network (100-1696) budget.

The budget also includes \$2 million for FY 2019-20 Board of Commissioner priorities; which represents the only “plus” adjustment to the Non-departmental budget.

A list of the dues/membership, contract for services and funding to outside organizations included in this budget are highlighted in the following table.

Non-Departmental Expenditure Details	
Materials & Services	
Oregon Ethics Commission	800
Federal & State Lobbying	145,500
Regional Consultants	45,000
Community Survey Projects	20,000
Professional Services - Miscellenous	30,000
AOC Dues	112,600
CFTLC	3,800
Voluntary	3,900
General Fund	78,000
PERS Project	7,500
Public Lands	1,300
Veterans Fund	12,450
Video Lottery Defense	5,650
Association of Oregon & California Counties	6,200
Housing Alliance	5,000
National Association of Counties (NACO)	9,500
NW Oregon Resource Conservation & Development	400
Westside Transportation Allliance	2,500
Dues - Miscelleneous	3,750
Placeholder for BOC Priority Projects	2,000,000
Tri-Met Passport Program	235,000
Total Materials & Services	2,616,250
Other Expenditures	
Animal Damage Control (federal program)	44,937
Regional Arts Council	183,000
United Way (employee giving program support)	5,000
Work Systems Inc	56,000
Board of Commissioners SIP Allocations	100,000
Cash Oregon	10,000
Total Other Expenditures	398,937

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

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

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Contingency	\$ 11,951,416	11,971,454	8,946,046	(3,025,408)	-25%
Total	11,951,416	11,971,454	8,946,046	(3,025,408)	-25%
by category					
Contingency	11,951,416	11,971,454	8,946,046	(3,025,408)	-25%
Total Expenditures	11,951,416	11,971,454	8,946,046	(3,025,408)	-25%
General Fund Subsidy \$	11,951,416	11,971,454	8,946,046	(3,025,408)	-25%

Budget Analysis:

Expenditures and the General Fund subsidy decrease \$3,104,308 (21%).

The combined contingencies in the Revenue Stabilization Fund (\$11,615,588) and General Fund (\$8,867,146) total \$20,482,734. The Board of Commissioner goal is to maintain a reserve that is a minimum of 15%, with a goal of 20% of net General Fund revenues. The reserve/fund balance will be allocated in the annual budget as follows: 1) approximately 6% will reside within departmental budget appropriations based on the assumption that departmental expenditures will be approximately 94% of budget, with the unspent appropriations for General Fund organization units being a part of the ending fund balance; 2) General Fund Contingency 3) Revenue Stabilization Reserve and 4) Strategic Investment Program.

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

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

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Community Network	\$ 591,500	591,500	679,500	88,000	15%
Total	591,500	591,500	679,500	88,000	15%
by category					
Other	591,500	591,500	679,500	88,000	15%
Total Expenditures	591,500	591,500	679,500	88,000	15%
General Fund Subsidy	\$ 591,500	591,500	679,500	88,000	15%

Budget Analysis:

Expenditures increase \$88,000 (15%). General Fund subsidy increases \$88,000 (15%).

Funding for the following agencies: Vision Action Network (\$142,000), Community Housing Fund (\$110,000), 211 info (\$80,000), Hands on Greater Portland (\$35,000), Community Action (\$120,000), Centro Cultural (\$50,000), Community Partners for Affordable Housing (\$10,000) and Bienestar (\$10,000).

Funds are also distributed to community partners to assist with building maintenance, repair and component replacement. Recipients include: County Museum (\$25,000), Family Promise (\$2,500), Community Action (\$25,000), Good Neighbor Center (\$15,000), Domestic Violence Resource Center (\$15,000), Safe Place Shelter (\$15,000) and Centro Cultural (\$25,000).

The \$88,000 increase in expenditures is due to \$85,000 of funding for Community Action previously budgeted in non-departmental (100-1620) being moved to this budget; and a \$1,500 increase for the contributions to Partners for Affordable Housing and Bienestar (from \$8,500 to \$10,000 each).

The increase in expenditures is considered “base”; the requested budget does not include any “plus” additions.



Capital

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

CAPITAL

BUDGET OVERVIEW

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

Organization Unit	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
2016 FF&C Facilities Capital Projects	\$ 9,996,758	10,529,619	3,732,125	(6,797,494)	-65%
ITS Capital Projects	5,967,556	7,385,430	8,034,428	648,998	9%
Facilities Park SDC	89,018	89,018	84,020	(4,998)	-6%
Facilities Capital Projects	14,905,035	15,177,035	11,393,200	(3,783,835)	-25%
Parks & Open Spaces Opportunity	364,318	364,318	352,368	(11,950)	-3%
Emergency Communications System	38,311,751	63,149,397	28,700,000	(34,449,397)	-55%
Event Center	42,503,018	42,503,018	40,575,728	(1,927,290)	-5%
subtotal - Facilities & Technology	112,137,454	139,197,835	92,871,869	(46,325,966)	-33%
Countywide Traffic Impact Fee	1,617,616	1,617,616	1,613,145	(4,471)	0%
Major Streets Transportation Improvement Program (MSTIP)	161,042,858	161,042,858	171,151,422	10,108,564	6%
Road Capital Projects	24,009,579	24,009,579	37,076,030	13,066,451	54%
Transportation Development Tax	53,670,648	53,670,648	52,696,947	(973,701)	-2%
North Bethany SDC	6,388,141	6,388,141	7,628,491	1,240,350	19%
Bonny Slope West SDC	1,174,709	1,174,709	1,392,500	217,791	19%
subtotal - Transportation	247,903,551	247,903,551	271,558,535	23,654,984	10%
Totals \$	360,041,005	387,101,386	364,430,404	(22,670,982)	-6%

CAPITAL

BUDGET OVERVIEW

Category Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Taxes	\$ -	-	1,350,000	1,350,000	0%
Intergovernmental	15,050,695	15,050,695	41,839,807	26,789,112	178%
Charges for Services	9,384,785	9,384,785	7,407,371	(1,977,414)	-21%
Interdepartmental	2,428,027	2,428,027	3,891,896	1,463,869	60%
Miscellaneous	4,707,808	4,752,048	6,236,264	1,484,216	31%
Operating Transfers In	55,432,165	55,704,165	69,269,145	13,564,980	24%
Total Revenues	87,003,480	87,319,720	129,994,483	42,674,763	49%
Materials & Services	233,857,521	237,083,846	248,234,908	11,151,062	5%
Other	154,018	154,018	190,020	36,002	23%
Interdepartmental	7,690,471	7,690,471	9,160,047	1,469,576	19%
Operating Transfers Out	8,720,802	8,720,802	15,502,981	6,782,179	78%
Capital Outlay	95,290,912	122,639,325	91,342,448	(31,296,877)	-26%
subtotal	345,713,724	376,288,462	364,430,404	(11,858,058)	-3%
Contingency	14,327,281	10,812,924	-	(10,812,924)	-100%
Total Expenditures	360,041,005	387,101,386	364,430,404	(22,670,982)	-6%
Revenues under Expenditures	(273,037,525)	(299,781,666)	(234,435,921)	65,345,745	-22%
Beginning Fund Balance	273,037,525	299,781,666	234,435,921	(65,345,745)	-22%
Ending Fund Balances \$	-	-	-	-	

2016 FF&C Facilities Capital Projects 353-3580

Budget Detail

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

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

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Projects for FF&C Funding	\$ 9,996,758	10,529,619	3,732,125	(6,797,494)	-65%
Total	9,996,758	10,529,619	3,732,125	(6,797,494)	-65%
by category					
Miscellaneous	147,735	147,735	52,500	(95,235)	-64%
Total Revenues	147,735	147,735	52,500	(95,235)	-64%
Capital Outlay	4,371,080	10,529,619	3,732,125	(6,797,494)	-65%
subtotal	4,371,080	10,529,619	3,732,125	(6,797,494)	-65%
Contingency	5,625,678	-	-	-	0%
Total Expenditures	9,996,758	10,529,619	3,732,125	(6,797,494)	-65%
Revenues under expenditures	(9,849,023)	(10,381,884)	(3,679,625)	6,702,259	-65%
Beginning Fund Balance	9,849,023	10,381,884	3,679,625	(6,702,259)	-65%
Ending Fund Balance \$	-	-	-	-	

Budget Analysis:

Revenues decrease \$95,235 (64%). Expenditures decrease \$6,797,494 (65%). Beginning fund balance decreases \$6,702,259 (65%).

The fund balance decreases as the result of substantial completion of the Public Safety Training Center project. The decrease in interest earnings follows the lower fund balance.

Expenditures decrease due to the substantial completion of the Public Safety Training Center and Public Services Building projects. All available resources are appropriated for flexibility to address shifts in capital project schedules and other unforeseen changes.

Description	Resources	2016-17 Actual	2017-18 Actual	2018-19 Estimate	2019-20 Budget
Beginning Fund Balance		32,895,477	20,837,028	10,381,884	3,679,625
Bond Proceeds	32,895,477				
Interest Revenue	0	158,432	130,841	200,000	52,500
Total Resources	32,895,477	33,053,909	20,967,869	10,581,884	3,732,125
	Project Cost Estimates	2016-17 Actual	2017-18 Actual	2018-19 Estimate	2019-20 Budget
PSB Seismic	\$ 9,000,000	4,207,995	4,806,339	2,156,230	
Public Safety Training Center	9,343,746	792,231	5,779,645	4,746,029	
Law Enforcement Facilities	4,000,000	2,600			
Buildings on Downtown Campus	5,000,000	5,178,337			
Hagg Lake Road	1,900,000	1,900,000			
HHS Relocation (SCE)					300,000
Facilities Contingency	3,516,067				3,432,125
Total General Facilities Projects	32,759,813	12,081,164	10,585,984	6,902,259	3,732,125
Closing Costs	135,664	135,717			
Total Expenditures	\$ 32,895,477	12,216,881	10,585,984	6,902,259	3,732,125
Resources less Expenditures =					
Ending Fund Balance	-	20,837,028	10,381,884	3,679,625	-

ITS Capital Projects 354-3580

Budget Detail

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

1. **ITS Capital Advanced Technology (354-358080)**: Internet and Intranet technologies such as County websites, land-oriented technologies such as Permitting and Taxation, and Engineering; and Geographic Information Systems (mapping) related systems and services are included in this program.
2. **ITS Capital Application Support (354-358081)**: Supports primary business applications for County departments.
3. **ITS Capital Technical Services (354-358082)**: The program supports all client configurations, network, server, and security infrastructure.
4. **ITS Capital Voice Services (354-358083)**: This program no longer in use.
5. **ITS Capital Office of the Chief Information Officer (CIO) (354-358084)**: This program was created to better identify capital projects requiring focus and support across all functional areas of ITS. Projects in this category relate to general security, compliance, business continuity and project management.

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
ITS Capital Advanced Technology	\$ 1,592,909	1,703,093	1,604,240	(98,853)	-6%
ITS Capital Application Support	2,246,827	2,749,727	2,631,753	(117,974)	-4%
ITS Capital Technical Services	1,970,520	2,625,310	2,973,935	348,625	13%
ITS Capital Voice Services	40,000	40,000	40,000	-	0%
ITS Capital Office of the Chief Information Officer (CIO)	117,300	267,300	784,500	517,200	193%
Total	5,967,556	7,385,430	8,034,428	648,998	9%
by category					
Interdepartmental	2,428,027	2,428,027	1,964,896	(463,131)	-19%
Operating Transfers In	2,049,552	2,049,552	3,814,964	1,765,412	86%
Total Revenues	4,477,579	4,477,579	5,779,860	1,302,281	29%
Capital Outlay	5,629,236	7,047,110	8,034,428	987,318	14%
subtotal	5,629,236	7,047,110	8,034,428	987,318	14%
Contingency	338,320	338,320	-	(338,320)	-100%
Total Expenditures	5,967,556	7,385,430	8,034,428	648,998	9%
Revenues under expenditures	(1,489,977)	(2,907,851)	(2,254,568)	653,283	-22%
Beginning Fund Balance	1,489,977	2,907,851	2,254,568	(653,283)	-22%
Ending Fund Balance \$	-	-	-	-	

Budget Analysis:

Revenues increase \$1,302,281 (29%). Expenditures, excluding Contingency, increase \$987,318 (14%). Contingency decreases \$338,320 (100%). Beginning fund balance decreases \$653,283 (22%).

Revenue increases due to a \$1.9 million transfer from the ITS System Replacement Fund. These are resources collected via the County Cost Plan for the depreciation of General Fund office equipment. Although discretionary in nature, the revenues are directed towards the replacement and upgrade of key County technology infrastructure, including hardware and software.

Expenditures increase compared to the previous fiscal year. The implementation of the Assessment & Taxation system will continue into fiscal year 2019-20. Other significant key projects include the Jail Management System replacement (\$400,000); the replacement of Toughbooks for the Sheriff's Office (\$217,500); and the Disaster Recovery Data Center (\$575,000) to address the County's infrastructure disaster recovery needs.

The Gain Share resources primarily support several key infrastructure upgrades and additions, including: network infrastructure; Tableau Analytics; Laserfiche Rio expansion; and website CMS replacement and site redesign. A list of projects by funding source follows.

Project Category	Project Description	Beginning Fund Balance	Gain Share	General Fund	System Replacement Fund	Special Funds	Totals
Client Services & Help Desk	Workstation upgrades, new nodes, client hw/sw	\$ 465,080	-		212,913	680,442	1,358,435
Elections	Criterion Apex high speed sorter. Automated signature verification. Scanners	207,000	-		383,100	-	590,100
Network Infrastructure	Server hardware refresh, Disaster Recovery Data Center, VoIP Paging System	122,500	705,000		820,500	7,500	1,655,500
Finance System	Payroll records to Laserfiche and scanner. Online employee giving portal.	-	-	33,600	-	-	33,600
Facilities Management	Tableau Analytics Project Continuation, F&PS Projects	225,000	65,000		-	-	290,000
Public Safety Systems	Civil database replacement, Jail system replacement first phase, and PbK implementation.	-	-	79,388	528,000	164,832	772,220
Geographic Information Systems	Digital aerial photography acquisition, GIS Infrastructure Assessment & Review.	-	-	65,700	-	89,520	155,220
Assessment and Taxation Systems	Continuation of multi-year Tax Assessment System Replacement	744,000		20,000			764,000
Health and Human Services System	Document management system for policies, license, subscriptions.	-	-	3,650	-	10,000	13,650
Other Application Systems	Asset Management System Software, Assetworks Telematics Integration for Fleet, Laserfiche Rio expansion. Data warehouse expansion.	103,588	50,000	200,013	-	578,582	932,183
Web Content Management	Website CMS Replacement & Site Redesign	-	150,000	89,500	-	8,000	247,500
Document Publishing	General software for Planning, Adobe Creative Cloud Subscriptions.	-	-	3,500	-	42,473	45,973
Engineering Systems	Analysis of IRIS Uses & Requirements, General Software for Building, Engineering, and Traffic	-	-	-	-	288,547	288,547
Permitting and Inspection	Current Planning & Building Section - Selectron	-	-	3,000	-	90,000	93,000
Cyber Security	Cyber security, risk assesment, and testing	387,400	-	-	-	-	387,400
Service Now	Service Now Expansion, Mass Messaging	-	30,000	215,000	-	-	245,000
Other Advanced Systems	Improve Sign-In & Sign-Out Application, Upgrade/Replace 2008 Windows Server Platforms	-	-	5,000	-	5,000	10,000
Continuity of Operations (COOP)	Business Impact Analysis-Countywide	-	-	152,100	-	-	152,100
Totals		\$ 2,254,568	1,000,000	870,451	1,944,513	1,964,896	8,034,428

Facilities Park SDC 355-3580

Budget Detail

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

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

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Park SDC	\$ 89,018	89,018	84,020	(4,998)	-6%
Total	89,018	89,018	84,020	(4,998)	-6%
by category					
Charges for Services	12,285	12,285	7,371	(4,914)	-40%
Miscellaneous	760	760	1,869	1,109	146%
Total Revenues	13,045	13,045	9,240	(3,805)	-29%
Other	89,018	89,018	84,020	(4,998)	-6%
subtotal	89,018	89,018	84,020	(4,998)	-6%
Contingency	-	-	-	-	0%
Total Expenditures	89,018	89,018	84,020	(4,998)	-6%
Revenues under expenditures	(75,973)	(75,973)	(74,780)	1,193	-2%
Beginning Fund Balance	75,973	75,973	74,780	(1,193)	-2%
Ending Fund Balance \$	-	-	-	-	

Budget Analysis:

Revenues decrease \$3,805 (29%). Expenditures decrease \$4,998 (6%). Beginning fund balance decreases \$1,193 (2%).

The revenue is derived from development activity on lots within the SDC boundary. The revenue estimate for fiscal year 2019-20 assumes three lots will be developed during the year. Detailed review of this district has identified approximately 34 lots available for development. Development activity in FY 2018-19 is lower than was anticipated during the budget process and results in a lower estimated number of lots to be developed in FY 2019-20.

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

Facilities Capital Projects 356-3580

Budget Detail

Funding for projects comes from the General Fund, various Special Funds, the Gain Share program and Energy Rebates. Programs have been established to match revenue and expenditures by funding source. A capital project can reflect a new facility, renovation or major maintenance work that increases the value of the facility or extends its useful life. The fund also includes improvements, additions or expansions that change interior space alignment.

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

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Projects for General Fund	\$ 2,532,400	2,532,400	5,686,835	3,154,435	125%
Projects for Special Fund	3,692,073	3,964,073	2,103,816	(1,860,257)	-47%
Projects for Gain Share	8,608,659	8,608,659	3,275,856	(5,332,803)	-62%
Projects for Energy Savings	71,903	71,903	326,693	254,790	354%
Total	14,905,035	15,177,035	11,393,200	(3,783,835)	-25%
by category					
Intergovernmental	50,000	50,000	50,000	-	0%
Interdepartmental	-	-	1,927,000	1,927,000	0%
Miscellaneous	156,444	156,444	72,000	(84,444)	-54%
Operating Transfers In	6,263,407	6,535,407	6,578,000	42,593	1%
Total Revenues	6,469,851	6,741,851	8,627,000	1,885,149	28%
Capital Outlay	13,248,591	13,520,591	11,393,200	(2,127,391)	-16%
subtotal	13,248,591	13,520,591	11,393,200	(2,127,391)	-16%
Contingency	1,656,444	1,656,444	-	(1,656,444)	-100%
Total Expenditures	14,905,035	15,177,035	11,393,200	(3,783,835)	-25%
Revenues under expenditures	(8,435,184)	(8,435,184)	(2,766,200)	5,668,984	-67%
Beginning Fund Balance	8,435,184	8,435,184	2,766,200	(5,668,984)	-67%
Ending Fund Balance \$	-	-	-	-	

Budget Analysis:

Revenues increase \$1,885,149 (28%). Expenditures, excluding Contingency, decrease \$2,127,391 (16%). Contingency decreases \$1,656,444 (100%). Beginning fund balance decreases \$5,668,984 (67%).

Special Funds and the General Fund provide the funding sources for many capital improvement projects. Additional revenues are budgeted as part of the General Fund transfer for fiscal year 2019-20.

The Public Services Building Seismic Retrofit and the Public Safety Training Center projects were substantially completed in FY 2018-19, contributing to the decrease in available fund balance and appropriations for FY 2019-20. Expenditures decrease \$4,728,470 (31%) to \$10,448,565.

The Walnut Street Center Seismic Retrofit multi-year infrastructure project is starting in design and will likely move to construction during FY 2020-21. All available resources are appropriated each year for flexibility to address shifts in capital project schedules and other unforeseen changes.

A summary table of the anticipated fiscal year 2019-20 projects and their funding sources is provided.

Project Title	General Fund	Special Fund	Gain Share	Real Property	Energy Savings	Total Facilities General Projects Fund 356
PSB Seismic & Waterproofing	\$ 1,556,835					1,556,835
WSC Seismic Upgrade			3,000,000			3,000,000
subtotal(multi year)	1,556,835	-	3,000,000	-	-	4,556,835
Single year projects:	4,130,000	2,103,816	275,856	-	326,693	6,836,365
Totals	\$ 5,686,835	2,103,816	3,275,856	-	326,693	11,393,200

Fiscal Year 2019-20 Facilities Capital Projects						
Project Title	General Fund	Special Fund	Gain Share	Real Property	Energy Savings	Total Facilities General Projects Fund 356
PSB Remodel Suite 250 LUT Admin	\$	250,000				250,000
PSB Remodel Suite 250 LUT Survey		50,000				50,000
PSB Remodel Suite 270 Support Svcs	600,000					600,000
PSB Entrance/Flags	150,000					150,000
Click Share/AV Systems; Countywide	100,000					100,000
WSCC Training/Shower/Locker	640,000					640,000
Community Corrections Relocation	70,000					70,000
Elections Relocation/Remodel	700,000					700,000
District Attorney Child Support Services Relocation (Adams Crossing)	300,000					300,000
District Attorney Remodel (Expansion)	200,000					200,000
Adams Annex Remodel	100,000					100,000
Jail Pod 5 Cuff Ports	45,000	10,000				55,000
Jail Reconfigure Warehouse Dock	-	3,000				3,000
Jury Assembly Room	300,000					300,000
Scoggins Valley Park - capital improvements	50,000					50,000
Garage Barrier Upgrade to Parking Structure	350,000					350,000
Justice Complex Planning	100,000					100,000
Tigard WIC Office	25,000					25,000
Miscellaneous Tenant Improvement; Countywide	400,000	31,250	275,856			707,106
DAVS Office Suite Upgrade		40,000				40,000
LUT WSC Training Room Chairs		15,000				15,000
HHS White Noise Generator (Lifeworks)		60,000				60,000
Community Corrections Carpet Replacement		50,000				50,000
Jail Waste Filtration System		300,000				300,000
Courthouse Security Camera Replacement/Upgrade		400,000				400,000
WSC Remodel (A) - LUT Ops Security		75,000				75,000
WSC Remodel (B) - LUT CPM/ ENG Security/Remodel		250,000				250,000
WSC Covered Equipment Parking Shelter		400,000				400,000
Metzger Park Sport Courts (Basketball, etc.) (Grant & LID)		169,566				169,566
Animal Shelter Lighting					25,000	25,000
LED P5 Lighting Upgrade					9,000	9,000
LED Harkins Lighting Upgrade					15,000	15,000
LED P6/7/8 Lighting Upgrade					10,000	10,000
Miscellaneous Energy Improvements; Countywide					267,693	267,693
subtotals (single year)	4,130,000	2,103,816	275,856		326,693	6,836,365
PSB Seismic Upgrade Soft Costs	1,556,835					1,556,835
WSC Seismic Upgrade			3,000,000			3,000,000
subtotals (multi-year)	1,556,835	-	3,000,000	-	-	4,556,835
Totals	\$ 5,686,835	2,103,816	3,275,856	-	326,693	11,393,200

Parks & Open Spaces Opportunity 357-3580

Budget Detail

This fund accounts for proceeds from the sale of County owned timber property and receipts from the selected harvest. These resources are set aside for greenspace acquisition, County park improvements and maintenance of the timber property.

1. **Greenspace** (357-358035): This program accounts for the financial activities related to greenspace acquisition, park improvements and maintenance of the timber property owned by the County.

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Greenspace	\$ 364,318	364,318	352,368	(11,950)	-3%
Total	364,318	364,318	352,368	(11,950)	-3%
by category					
Miscellaneous	103,906	103,906	5,250	(98,656)	-95%
Total Revenues	103,906	103,906	5,250	(98,656)	-95%
Materials & Services	30,000	30,000	30,000	-	0%
Capital Outlay	334,318	334,318	322,368	(11,950)	-4%
subtotal	364,318	364,318	352,368	(11,950)	-3%
Contingency	-	-	-	-	0%
Total Expenditures	364,318	364,318	352,368	(11,950)	-3%
	Revenues under expenditures	(260,412)	(260,412)	(347,118)	(86,706) 33%
Beginning Fund Balance	260,412	260,412	347,118	86,706	33%
Ending Fund Balance \$	-	-	-	-	

Budget Analysis:

Revenues decrease \$98,656 (95%). Expenditures decrease \$11,950 (3%). Beginning fund balance increases \$86,706 (33%).

Revenue is derived primarily from the management of timber on County owned property. A timber harvest scheduled in fiscal year 2018-19 is anticipated to increase the available fund balance to \$347,118 (33%). The entire budget of \$352,368 is available for the purchase of land, improvements to parks and timber property and other miscellaneous program expenses.

Designated forest properties total 296 acres and include: Timber Road (80 acres), Holly Hill (74 acres), Shadybrook (60 acres) and a Highway 26 parcel (82 acres).

This fund accounts for the proceeds from the general obligation bonds, approved by voters in the May 2016 election, for the Emergency Communication System project

1. **Administration** (359-358050): This program accounts for the financial activities related to the projects that were included in the Bond documents.
2. **Radio Acquisition & Distribution** (359-358060): Provides financial accounting for the activities related to radio acquisition and distribution.
3. **Bond Premium** (359-358065): The funds in the Bond Premium program are derived from the Original Issue Discount of the County's sale of Emergency Communications System bonds. Expenditures from this program will be for Emergency Communication and Response Facilities.
4. **Dispatch Center** (359-358070): Provides financial accounting for the activities related to the Dispatch Center.
5. **System Infrastructure** (359-358075): Provides financial accounting for the system infrastructure.

Emergency Communications System 359-3580

Budget Detail

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Administration	\$ 581,002	1,192,323	-	(1,192,323)	-100%
Radio Acquisition & Distribution	2,424,000	2,424,000	199,311	(2,224,689)	-92%
Bond Premium	7,800,000	9,300,000	-	(9,300,000)	-100%
Dispatch Center	12,347,912	12,347,912	17,499,006	5,151,094	42%
System Infrastructure	15,158,837	37,885,162	11,001,683	(26,883,479)	-71%
Total	38,311,751	63,149,397	28,700,000	(34,449,397)	-55%
by category					
Miscellaneous	581,002	625,242	700,000	74,758	12%
Total Revenues	581,002	625,242	700,000	74,758	12%
Materials & Services	16,804,912	20,031,237	10,500,239	(9,530,998)	-48%
Capital Outlay	16,300,000	35,800,000	18,199,761	(17,600,239)	-49%
subtotal	33,104,912	55,831,237	28,700,000	(27,131,237)	-49%
Contingency	5,206,839	7,318,160	-	(7,318,160)	-100%
Total Expenditures	38,311,751	63,149,397	28,700,000	(34,449,397)	-55%
Revenues under expenditures	(37,730,749)	(62,524,155)	(28,000,000)	34,524,155	-55%
Beginning Fund Balance	37,730,749	62,524,155	28,000,000	(34,524,155)	-55%
Ending Fund Balance \$	-	-	-	-	

Budget Analysis:

Revenues increase \$74,758 (12%). Expenditures, excluding Contingency, decrease \$27,131,237 (49%). Contingency decreases \$7,318,160 (100%). Beginning fund balance decreases \$34,524,155 (55%).

Fiscal year 2019-20 is the fourth year following the issuance of \$77,000,000 voter approved general obligation bonds to fund updates to the County's emergency communications system. The bonds, issued in July 2016, included an \$11,300,000 premium due to a favorable bond market. The premium will be spent in accordance with the bond measure ballot title and explanatory statement put before voters in the May 2016 election.

Construction related to the system improvements is expected to take 3 to 5 years. Expenditures totaling \$33,104,912, excluding contingency, will consist of purchasing equipment, land and building improvements. All available resources are appropriated each year for flexibility to address shifts in capital project schedules and other unforeseen changes. Approximately, \$6.5 million of the premium was expended on the purchase of the Tualatin Valley Fire and Rescue (TVFR) North Operating Center for future use by first responders, including the Sheriff's Office. The remaining portion of the premium is available to fund other bond related expenses.

Event Center 380-9820

Budget Detail

This fund was established in fiscal year 2015-16 to account for the future build out of the new Event Center at the Fair Complex.

- Event Center (380-982005):** This program accounts for all the construction activities associated with the new Event Center at the Fair Complex.

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Event Center	\$ 42,503,018	42,503,018	40,575,728	(1,927,290)	-5%
Total	42,503,018	42,503,018	40,575,728	(1,927,290)	-5%
by category					
Taxes	-	-	1,350,000	1,350,000	0%
Intergovernmental	3,670,000	3,670,000	5,330,000	1,660,000	45%
Miscellaneous	574,212	574,212	600,000	25,788	4%
Total Revenues	4,244,212	4,244,212	7,280,000	3,035,788	72%
Materials & Services	3,935,000	3,935,000	2,500,000	(1,435,000)	-36%
Operating Transfers Out	-	-	1,250,000	1,250,000	0%
Capital Outlay	37,068,018	37,068,018	36,825,728	(242,290)	-1%
subtotal	41,003,018	41,003,018	40,575,728	(427,290)	-1%
Contingency	1,500,000	1,500,000	-	(1,500,000)	-100%
Total Expenditures	42,503,018	42,503,018	40,575,728	(1,927,290)	-5%
Revenues under Expenditures	(38,258,806)	(38,258,806)	(33,295,728)	4,963,078	-13%
Beginning Fund Balance	38,258,806	38,258,806	33,295,728	(4,963,078)	-13%
Ending Fund Balance \$	-	-	-	-	

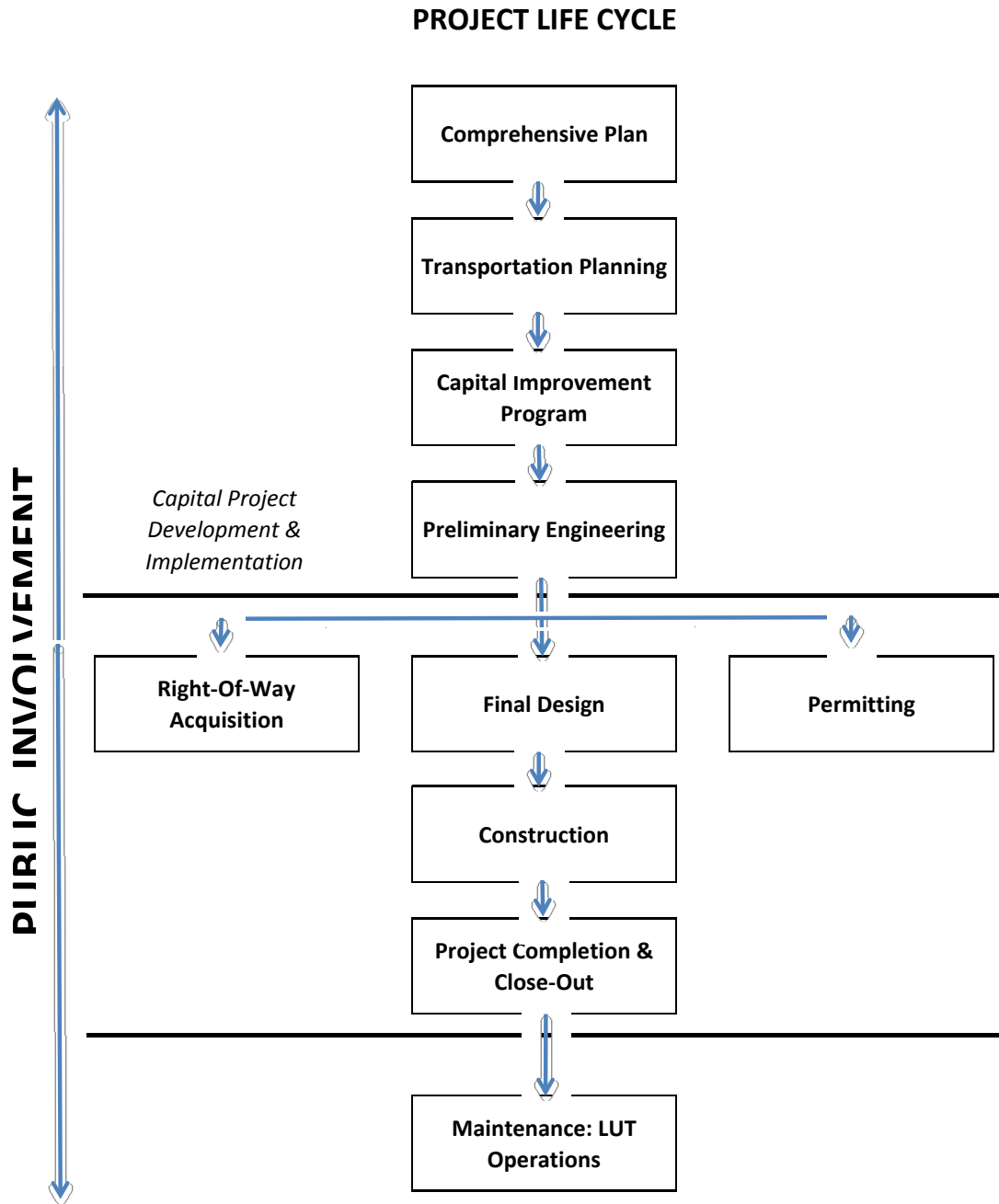
Budget Analysis:

Revenues increase \$3,035,788 (72%). Expenditures, excluding Contingency, decrease \$427,290 (1%). Contingency decreases \$1,500,000 (100%). Beginning fund balance decreases \$4,963,078 (13%).

Revenues toward the building of the Event Center include a \$5,330,000 contribution from the City of Hillsboro (second payment \$2,670,000 and third payment \$2,660,000 of an \$8 million contribution), \$1,350,000 of Transient Lodgings Tax and \$600,000 of interest earnings.

All available resources are appropriated each year for flexibility to address shifts in capital project schedules and other unforeseen changes. Construction is under way and the project is anticipated to be completed in the summer of 2020.

Capital Budget Project Lifecycle



Capital Budget Project Schedules

Project Schedules as of July 1

Project Name	Status	Fiscal Years		
		2019-2020	2020-2021	2021-2022
Traffic Impact Fees				
TIF Road Administration	Program			
Corn Pass/Germantown-Old CPR	Construction			
Scholls Ferry/Scholls Sherwood Intersection	Construction			
TIF Administration	Program			
MSTIP3				
MSTIP 3 Administration	Program			
Bridge Program	Program			
Bike & Pedestrian Program	Program			
Safety Program	Program			
Traffic Flow Enhancement Program	Program			
MSTIP3C				
Walker Rd/173rd to Murray	Post Construction			
Tualatin Sherwood Rd Phase 1	Design			
State & Federal Program Match	Program			
124th Ave Extension (Tualatin)	Post Construction			
Walker Rd/Schendel to Butner	Design			
MSTIP3D				
10th Ave (Baseline- Holladay in Cornelius)	Post Construction			
Hwy 99: Gaarde/McDonald Intersection	Post Construction			
Cornelius Pass Rd (Cornell Rd to Hwy 26)	Post Construction			
MSTIP 3d Opportunity Fund	Program			
Cornell Rd/ 102nd to 113th	Design/ROW			
Jackson School Rd / Grant to Evergreen	Construction			
Walker/Murray Intersection Improvements	Design/ROW			
Jenkins Road (158th - Murray)	Construction			
158th (Walker to Merlo)	Post Construction			
198th - TV Hwy to Farmington	Construction			
Elwert-Krueger Intersection	Construction			
Advanced Traffic Mgmt Systm	Program			
25th Ave Intersection@Cornell Rd	Construction			
Cornelius Pass Rd Bridge over Rock Creek Bridge #1343	Design			
MSTIP3D HG				
175th/Kemmer Intersection	Post Construction			
175th Ave (E-W collector- Scholls Ferry)	Post Construction			
Cornelius Pass Rd (Frances to TV Hwy)	Design/ROW			
Roy Rogers Rd (Scholls Ferry to Bull Mtn.)	Construction			
Springville Rd / 185th Avenue Intersection	Post Construction			
Century Blvd - TV Hwy Intersection	Construction			
209th Avenue - TV Hwy to Blanton	Construction			
Springville Rd Phase 2 (178th Ave - Samuel Dr)	Construction			
Thompson Rd (Kenny to Saltzman)	Design			
Alexander or Kinnaman (170 - 185/190)	Design			
Blanton (170 - 185/190)	Design			
MSTIP3E				
Main Street/Banks Rd/Cedar Canyon	Design			
Martin Rd/Hwy 47-Verboort Rd	Design			
West Union Rd/185th - Corn Pass	Design			
Walker Rd/173rd to 185th Avenue	Design/ROW			
Century Blvd Extension	Construction			
Scotch Church Rd Bridge over McKay Creek	Construction			
Hwy 217 (Allen-Denney) Intrchg	Design			
Clark Hill Rd Brdg/McKernan Ck	Post Construction			
Vanderschuere Rd Brdg Rplcmnt	Construction			
Tualatin Sherwood Rd (Teton-Langer Farms Pkwy)	Construction			
Beaverton Arterial Sidewalk	Design			
Roy Rogers Rd (Borchers to Chicken Creek)	Design			
Garden Home Road (X-fer to Portland)	Design			
HWY 47 / Maple /Fern Hill	Design			

Capital Budget Project Schedules

Project Schedules as of July 1

Project Name	Status	Fiscal Years		
		2019-2020	2020-2021	2021-2022
121st Ave (Tippit to Whistler)	Design			
Replace "B" Street Bridge (00459)	Design			
Augusta Lane Ped Bridge over Beaverton Creek	Construction			
Millikan Way (Watson to Lombard)	Design			
Farmington/River Rd Intersection	Design			
MSTIP3 Development				
Project Development	Program			
Road Capital - Road				
Road Capital Road Administration	Program			
Gain Share - ITS 2014	Design			
Basalt Creek Parkway Extension	Design			
Hagg Lake Improvement	Construction			
Cornelius Pass Rd (SW Farmington Rd to SW Rosedale Rd)	Design			
Road Capital - Bike & Pedestrian				
Gain Share Bike & Ped 2014	Program			
Road Capital - Bridge				
Road Capital Bridge Administration	Program			
Beef Bend Culvert (ER)	Construction			
Butner Rd Culvert #1623 Replacement	Design			
227th Avenue Bridge #1323	Construction			
Road Capital - Road Fund Capital Projects				
Bridge #2	Design			
Bridge #3	Design			
Bridge #4	Design			
Mt. Richmond Rd. Bridge (#1263)	Construction			
Mt. Richmond Rd. Bridge (#1265)	Design			
Replace Gaston Road Bridge (#1243)	Design			
Rural Intersection and Curve Warnings	Design			
ADA Ramps 185th & 209th (2018)	Construction			
ADA Ramps-2019 URMD-Central	Construction			
ADA Ramps-2018-WashCo Gov't Bldgs	Construction			
ADA Ramps-2019 URMD-West	Construction			
ADA Ramps-2019 URMD-East	Construction			
19-20 Bike & Pedestrian	Design			
19-20 ADA Sidewalks (will be 5 projects)	Design			
Road Capital - Gainshare Bike & Pedestrian				
Gainshare Bike & Ped Capital Administration	Program			
Glencoe Rd Sidewalk (2015 GS)	Post Construction			
Kaiser Rd Sidewalk (2015 GS)	Post Construction			
Bronson Rd/185th to 174th	Post Construction			
2016 Gainshare SRTS	Design			
2017 Gainshare SRTS	Design			
2018 SRTS Pedestrian Crossing Enhancements	Design			
Road Capital - Gainshare ITS				
Gainshare ITS Capital Administration	Program			
2015 Gainshare ITS	Design			
2016 Gainshare ITS	Design			
Gain Share ITS 2018	Design			
2017 Gainshare ITS	Design			
Transportation Development Tax				
TDT Admin	Program			
New TDT Signal Project	Program			
Cedar Hills Blvd / Highway 26 Intersection	Post Construction			
SW Johnson St & SW 209 ST - Half Street Improvements	Construction			

Countywide Traffic Impact Fee 360-6065

Budget Detail

This fund accounts for Traffic Impact Fees (TIF) used to finance extra capacity street facilities required by new development. This fund is being phased out and was replaced by the Transportation Development Tax Fund, approved by voters in November 2008.

1. **LUT Capital Projects (360-606505):** This program accounts for the financial activities related to road construction activities.
2. **Admin and Analysis (360-606510):** This program accounts for the financial activities related to administration of the TIF analysis and transportation planning efforts.

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
LUT Capital Projects	\$ 1,617,616	1,617,616	1,603,444	(14,172)	-1%
Admin and Analysis	-	-	9,701	9,701	0%
Total	1,617,616	1,617,616	1,613,145	(4,471)	0%
by category					
Miscellaneous	31,568	31,568	34,737	3,169	10%
Operating Transfers In	-	-	500,000	500,000	0%
Total Revenues	31,568	31,568	534,737	503,169	1,594%
Materials & Services	1,503,412	1,503,412	1,493,444	(9,968)	-1%
Interdepartmental	111,209	111,209	110,124	(1,085)	-1%
Operating Transfers Out	2,995	2,995	4,577	1,582	53%
Capital Outlay	-	-	5,000	5,000	0%
subtotal	1,617,616	1,617,616	1,613,145	(4,471)	0%
Contingency	-	-	-	-	0%
Total Expenditures	1,617,616	1,617,616	1,613,145	(4,471)	0%
Revenues under Expenditures	(1,586,048)	(1,586,048)	(1,078,408)	507,640	-32%
Beginning Fund Balance	1,586,048	1,586,048	1,078,408	(507,640)	-32%
Ending Fund Balance \$	-	-	-	-	

Budget Analysis:

Revenues increase \$503,169 (1,594%). Beginning fund balance decreases \$507,640 (32%).

The fund is no longer collecting new fee revenue as it completes the remaining projects on the list.

Miscellaneous revenues increases \$3,169 (10%) due to a projected increase in the rate of investment interest.

Operating Transfers In increase by \$500,000 (100%) due to a transfer from Transportation Development Tax Fund (TDT) for project 100376 Scholls Ferry/Scholls Sherwood Intersection.

Materials & Supplies decrease \$9,968 (6%) due primarily to the normal fluctuations in project expenditures associated with the timing of multiyear transportation projects.

All available resources are appropriated each year for flexibility to address shifts in capital project schedules and other unforeseen changes. Two projects have been identified for fiscal year 2019-20 with an estimated cost of \$804,700.

Project Name	Project Type	Amount	Status
TIF Road Administration	Program	587,960	Program
Corn Pass/Germantown-Old CPR	Signal	190,600	Construction
Scholls Ferry/Scholls Sherwood Intersection	Signal	614,100	Construction
TIF Administration	Program	9,701	Program
	Total	\$ 1,402,361	

Major Streets Transportation Improvement Program (MSTIP) 362-6065

Budget Detail

This fund accounts for resources collected to support the comprehensive Major Streets Transportation Improvement Program (MSTIP) construction program. The majority of the MSTIP revenues come from a transfer from the County General Fund. This transfer has been made annually since 1997 when the General Fund permanent rate was established. The transfers have been made in recognition that a portion of the permanent tax rate was established by rolling in an existing MSTIP serial levy at the time.

1. **LUT Capital Projects (362-606505):** This program accounts for the financial activities related to road construction activities
2. **Project Development Program (362-606530):** This program accounts for the financial activities related to transportation planning efforts.

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
LUT Capital Projects	\$ 160,660,358	160,660,358	170,826,422	10,166,064	6%
Project Development Program	382,500	382,500	325,000	(57,500)	-15%
Total	161,042,858	161,042,858	171,151,422	10,108,564	6%
by category					
Intergovernmental	10,539,500	10,539,500	34,554,682	24,015,182	228%
Miscellaneous	2,193,874	2,193,874	3,224,540	1,030,666	47%
Operating Transfers In	36,599,903	36,599,903	34,599,903	(2,000,000)	-5%
Total Revenues	49,333,277	49,333,277	72,379,125	23,045,848	47%
Materials & Services	136,246,688	136,246,688	149,062,411	12,815,723	9%
Interdepartmental	5,846,352	5,846,352	7,262,820	1,416,468	24%
Operating Transfers Out	688,149	688,149	2,001,353	1,313,204	191%
Capital Outlay	18,261,669	18,261,669	12,824,838	(5,436,831)	-30%
subtotal	161,042,858	161,042,858	171,151,422	10,108,564	6%
Contingency	-	-	-	-	0%
Total Expenditures	161,042,858	161,042,858	171,151,422	10,108,564	6%
Revenues under Expenditures	(111,709,581)	(111,709,581)	(98,772,297)	12,937,284	-12%
Beginning Fund Balance	111,709,581	111,709,581	98,772,297	(12,937,284)	-12%
Ending Fund Balance \$	-	-	-	-	

Major Streets Transportation Improvement Program (MSTIP) 362-6065

Budget Detail

Budget Analysis:

Revenues increase \$23,045,848 (47%). Expenditures increase \$10,108,564 (6%). Beginning fund balance decreases \$12,937,284 (12%).

Intergovernmental revenue is expected to increase \$24,015,182 (228%) due primarily to local partnerships on the Roy Rogers Road project and the Elwert-Krueger Intersection project.

Miscellaneous revenue increases \$1,030,666 (47%) due to increased investment interest and revenue for the 175th/Kemmer Intersection project (\$548,481).

Operating Transfers In decrease \$2,000,000 (5%) as there are no projects in this fund receiving Transportation Development Tax Fund (TDT) revenue this year.

Materials & Supplies increase \$12,565,723 (9%) due primarily to the normal fluctuations in project expenditures associated with the timing of multi-year transportation projects.

Interfund expenditures increase \$1,416,468 (24%) due to the normal fluctuations in project expenditures associated with the timing of multi-year transportation projects.

Transfers to other funds increase \$1,563,204 (227%) for a transfer to the Road Capital Fund for Bridge, Bike and Pedestrian, and Safety Programs.

Capital Outlay decrease \$5,436,831 (30%) for right-of-way as current projects property acquisitions become complete.

Remaining resources are appropriated in Materials & Services, a consistent practice within capital budgets to allow for flexibility to address changes in project schedules. Overall, the MSTIP fund houses 54 active projects. Within the MSTIP program there have been seven multi-year project packages; MSTIP 3, MSTIP 3B, MSTIP 3C, MSTIP 3D, MSTIP 3D HG, MSTIP Project Development and MSTIP 3E. These project packages have been developed by the Washington County Coordinating Committee and adopted by the Board of Commissioners.

Major Streets Transportation Improvement Program (MSTIP) 362-6065

Budget Detail

Project Name	Project Type	Amount	Status
MSTIP3			
MSTIP 3 Administration	Program	825,278	Program
Bridge Program	Program	1,450,000	Program
Bike & Pedestrian Program	Program	20,000	Program
Safety Program	Program	70,000	Program
Traffic Flow Enhancement Program	Program	140,000	Program
MSTIP3C			
Walker Rd/173rd to Murray - Complete	Road	17,000	Post Construction
Tualatin Sherwood Rd	Road	1,850,000	Design
State & Federal Program Match	Program	825,000	Program
124th Ave Extension (Tualatin)	Road	66,000	Post Construction
Walker Road (Schendel to Butner)	Road	2,079,000	Design
MSTIP 3D			
10th Ave (Baseline- Holladay in Cornelius)	Road	29,000	Post Construction
Hwy 99: Gaarde/McDonald Intersection	Road	5,000	Post Construction
Cornelius Pass Rd (Cornell Rd to Hwy 26)	Road	31,000	Post Construction
MSTIP 3d Opportunity Fund	Program	502,000	Program
Cornell Rd/ 102nd to 113th	Road	3,118,850	Design/ROW
Jackson School Rd / Grant to Evergreen (City of Hillsboro)	Road	3,400,000	Construction
Walker/Murray Intersection Improvements	Road	3,768,500	Design/ROW
Jenkins Road (158th - Murray)	Road	5,012,500	Construction
158th (Walker to Merlo)	Road	34,000	Post Construction
198th - TV Hwy to Farmington	Road	9,849,000	Construction
Elwert-Krueger Intersection	Road	13,078,631	Construction
Advanced Traffic Mgmt Systm	Program	77,000	Program
25th Ave Intersection@Cornell Rd	Road	3,284,000	Construction
Cornelius Pass Rd Bridge over Rock Creek Bridge #1343	Bridge	15,000	Design
MSTIP 3D HG			
175th/Kemmer Intersection	Road	34,000	Post Construction
175th Ave (E-W collector- Scholls Ferry)	Road	25,000	Post Construction
Corn Pass Rd (Frances-TV Hwy + TV Hwy Turn Lane)	Road	3,927,575	Design/ROW
Roy Rogers Rd (Scholls Ferry - Bull Mountain)	Road	18,372,000	Construction
Springville Rd / 185th Avenue Intersection	Road	82,000	Post Construction
Century Blvd - TV Hwy Intersection	Road	5,371,000	Construction
209th Avenue - TV Hwy to Blanton	Road	3,863,000	Construction
Springville Rd Phase 2 (178th Ave - Samuel Dr)	Road	4,563,000	Construction
Thompson Rd (Kenny to Saltzman)	Road	500,000	Design
Alexander or Kinnaman (170 - 185/190)	Road	400,000	Design
Blanton (170 - 185/190)	Road	400,000	Design
MSTIP 3E			
Main Street/Banks Rd/Cedar Canyon	Road	884,000	Design
Martin Rd/Hwy 47-Verboort Rd	Road	1,115,500	Design
West Union Rd/185th - Corn Pass	Road	508,475	Design
Walker Rd/173rd to 185th Avenue	Road	2,070,000	Design/ROW
Century Blvd Extension	Road	1,744,450	Design
Scotch Church Rd Bridge over McKay Creek	Bridge	3,849,500	Construction
Hwy 217 (Allen-Denney) Intrchg	Road	354,000	Design
Clark Hill Rd Brdg/McKernan Ck	Bridge	2,500	Construction
Vanderschuere Rd Brdg Rplcmnt	Bridge	1,080,000	Design
Tualatin Sherwood Rd (Teton to Langer Farms Parkway)	Road	3,705,000	Construction
Beaverton Arterial Sidewalk	Road	350,500	Design
Roy Rogers Rd (Borchers to Chicken Creek)	Road	3,010,000	Design
Garden Home Road (X-fer to Portland)	Road	504,000	Design
HWY 47 / Maple / Fern Hill	Road	315,000	Design
121st Ave (Tippit to Whistler)	Road	966,473	Design
Replace "B" Street Bridge (00459)	Bridge	449,500	Design
Augusta Lane Ped Bridge over Beaverton Creek	Bridge	1,452,000	Construction
Millikan Way (Watson to Lombard)	Road	400,000	Design
Farmington/River Rd Intersection	Road	400,000	Design
MSTIP 3 Pjt Development			
Project Development	Program	325,000	Program
Total		\$ 110,570,232	

Road Capital Projects 368-6065

Budget Detail

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

1. **LUT Capital Projects** (368-606505): Program accounts for the financial activities related to road construction activities.
2. **Bikeway & Pedestrian** (368-606520): Program accounts for the financial activities related to bikeway and pedestrian projects
3. **Bridge Program** (368-606525): Program accounts for the financial activities related to bridge replacement projects
4. **Road Fund Capital Projects** (368-606535): Program accounts for the financial activity of capital transportation projects financed by the Road Fund.
5. **Gain Share Bike & Pedestrian** (368-606550): Program accounts for the financial activities related to gain share supported bikeway and pedestrian projects including the safe routes to schools program.
6. **Gain Share ITS (Intelligent Trans System)** (368-606555): Program accounts for the financial activities related to gain share supported intelligent transportation system projects.

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
LUT Capital Projects	\$ 15,134,911	15,134,911	18,948,495	3,813,584	25%
Bikeway & Pedestrian	548,700	548,700	6,857	(541,843)	-99%
Bridge Program	2,348,668	2,348,668	4,035,864	1,687,196	72%
Road Fund Capital Projects	1,125,000	1,125,000	11,766,500	10,641,500	946%
Gain Share Bike & Pedestrian	3,829,000	3,829,000	1,750,440	(2,078,560)	-54%
Gain Share ITS (Intelligent Trans System)	1,023,300	1,023,300	567,874	(455,426)	-45%
Total	24,009,579	24,009,579	37,076,030	13,066,451	54%
by category					
Intergovernmental	791,195	791,195	1,210,125	418,930	53%
Miscellaneous	173,159	173,159	325,113	151,954	88%
Operating Transfers In	10,519,303	10,519,303	23,176,278	12,656,975	120%
Total Revenues	11,483,657	11,483,657	24,711,516	13,227,859	115%
Materials & Services	22,748,257	22,748,257	35,197,245	12,448,988	55%
Interdepartmental	1,154,738	1,154,738	1,233,892	79,154	7%
Operating Transfers Out	28,584	28,584	639,893	611,309	2,139%
Capital Outlay	78,000	78,000	5,000	(73,000)	-94%
subtotal	24,009,579	24,009,579	37,076,030	13,066,451	54%
Contingency	-	-	-	-	0%
Total Expenditures	24,009,579	24,009,579	37,076,030	13,066,451	54%
Revenues under Expenditures	(12,525,922)	(12,525,922)	(12,364,514)	161,408	-1%
Beginning Fund Balance	12,525,922	12,525,922	12,364,514	(161,408)	-1%
Ending Fund Balance \$	-	-	-	-	

Budget Analysis:

Revenues increase \$13,227,859 (115%). Expenditures increase \$13,066,451 (54%). Beginning fund balance decreases \$161,408 (1%).

Intergovernmental revenue increases \$418,930 (53%) due to an increase from Oregon Department of Revenue (\$618,930), primarily for the Mt. Richmond Rd. Bridge Project #1263. This is offset by a decrease in revenues provided by cities for project work (\$200,000).

Miscellaneous revenue increases \$151,954 (88%) due primarily to interest earnings (\$153,954), Sale of Real Property (\$6,000) and slight decrease in Other Miscellaneous Revenue-Operating (\$8,000).

Operating Transfers In increase \$12,656,975 (120%) based on the following:

- 1) Transfer from Road Fund increases for various projects based on project timing and schedules (\$9,215,625);
- 2) Transfer from Urban Road Maintenance Fund increases for ADA Ramp Projects (\$1,954,000);
- 3) Transfer from MSTIP III Fund increases for various Road Cap Bridge and Bike/Ped projects (\$1,417,350); and
- 4-Transfer from Transportation Development Tax Fund increases \$70,000 for Project on Cornelius Pass Road (SW Farmington Rd to SW Rosedale Rd).

Materials & Supplies increase \$12,448,988 (55%) due to the normal fluctuations in project expenditures associated with the timing of multi-year transportation projects.

Interfund expenditures increase \$79,154 (6%) due to the normal fluctuations in project expenditures associated with the timing of multi-year transportation projects.

Transfers to other funds increase \$611,309 (2138%) primarily due to transfer to Transportation Development Tax Fund for the SW Johnson St & SW 209th St. project.

Capital outlay decrease \$73,000 (94%) due to completion of majority of right-of-way acquisitions for projects in this fund.

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

Project Name	Project Type	Amount	Status
Jackson School Intersection Realignment	Intersection	\$ 7,000	Post Construction
Gain Share - ITS 2014	Traffic System	220,000	Design
Basalt Creek Parkway Extension	Road	287,000	Design
Hagg Lake Improvement	Road	4,323,000	Construction
Road		4,837,000	
Gains Sare Bike & Ped 2014	Program	400,000	Program
Arterial Pedestrian Crossings	Study	38,700	Design
Bany Rd/Zenith Place Sidewalk	Bike & Ped	110,000	Construction
Bike & Pedestrian		548,700	
80th Avenue -Culvert #1560 Replacement	Bridge	8,000	Post Construction
Butner Rd Culvert #1623 Replacement	Bridge	723,668	Design
227th Avenue Bridge #1323	Bridge	1,339,000	Design
Beef Bend Culvert (ER)	Bridge	278,000	Construction
Bridge		2,348,668	
Fischer Rd Sidewalk (2015 GS)	Road	11,000	Post Construction
Glencoe Rd Sidewalk (2015 GS)	Road	1,030,000	Construction
Bronson Rd/185th to 174th	Road	1,598,500	Construction
214th Avenue Sidewalk (TV Hwy -Johnson) West side	Road	364,500	Construction
209th Avenue Bike Lanes (Alexander - Johnson)	Road	75,000	Design
2016 Gainshare SRTS	Road	600,000	Design
2017 Gainshare SRTS	Road	150,000	Design
Gain Share Bike & Pedestrian		3,829,000	
2015 Gain Share ITS	Traffic System	572,300	Design
2016 Gain Share ITS	Traffic System	350,000	Design
2017 Gain Share ITS	Traffic System	100,000	Design
Gainshare Intelligent Transportation System (ITS)		1,022,300	
New Project Road Capital Project	Road	1,125,000	Design
	Total	\$ 13,710,668	

Transportation Development Tax 374-6065

Budget Detail

This fund has been established to provide a separate program to account for resources made available by the creation of a new transportation tax on development. The Transportation Development Tax (TDT) was approved by voters in November 2008 and replaced the Traffic Impact Fee (TIF) which will be phased out over the next several years. The TDT is collected from new development for use in building transportation system capacity.

1. **LUT Capital Projects** (374-606505): Program accounts for the financial activities related to road construction activities.
2. **Admin and Analysis** (374-606510): Program accounts for the financial activities related to administration of the TDT analysis and transportation planning efforts.

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
LUT Capital Projects	\$ 1,220,000	1,220,000	2,169,000	949,000	78%
Admin and Analysis	52,450,648	52,450,648	50,527,947	(1,922,701)	-4%
Total	53,670,648	53,670,648	52,696,947	(973,701)	-2%
by category					
Intergovernmental	-	-	695,000	695,000	0%
Charges for Services	6,700,000	6,700,000	5,000,000	(1,700,000)	-25%
Miscellaneous	694,148	694,148	1,131,755	437,607	63%
Operating Transfers In	-	-	600,000	600,000	0%
Total Revenues	7,394,148	7,394,148	7,426,755	32,607	0%
Materials & Services	51,052,872	51,052,872	48,070,366	(2,982,506)	-6%
Other	50,000	50,000	60,000	10,000	20%
Interdepartmental	566,731	566,731	491,024	(75,707)	-13%
Operating Transfers Out	2,001,045	2,001,045	4,075,557	2,074,512	104%
subtotal	53,670,648	53,670,648	52,696,947	(973,701)	-2%
Contingency	-	-	-	-	0%
Total Expenditures	53,670,648	53,670,648	52,696,947	(973,701)	-2%
Revenues under Expenditures	(46,276,500)	(46,276,500)	(45,270,192)	1,006,308	-2%
Beginning Fund Balance	46,276,500	46,276,500	45,270,192	(1,006,308)	-2%
Ending Fund Balance \$	-	-	-	-	

Budget Analysis:

Expenditures decrease \$973,701 (2%). Beginning fund balance decreases \$1,006,308 (2%).

Intergovernmental revenues increased by \$695,000 (100%) due to anticipated revenue from Hillsboro School District for the SW Johnson St & SW 209 St. project.

Charges for Services decrease \$1,700,000 (25%) due to an anticipated decrease in development activity.

Miscellaneous revenues increase \$437,607 (63%) due to higher interest earnings.

Operating transfers in increase by \$600,000 (100%) due to a transfer from the Road Capital Fund for the SW Johnson St & SW 209th St. project.

Materials and Supplies decrease by \$2,982,506 (6%) due to the normal fluctuations in project expenditures associated with the timing of multi-year transportation projects.

Other expenditures increase by \$10,000 (20%) due to increased bank service charges.

Interfund expenditures decrease \$75,707 (13%) due to the normal fluctuations in project expenditures associated with the timing of multiyear transportation projects.

Transfers to other funds increase by \$2,074,512 (104%) due to a transfer to North Bethany County Service District to accommodate future projects in North Bethany. To be transferred as needed.

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

Fund balance decreases due to anticipated project activity during fiscal year 2019-20.

Project Name	Project Type	Amount	Status
TDT Admin	Program	1,036,581	Program
New TDT Signal Project	Signal	500,000	Program
Cedar Hills Blvd / Highway 26 Intersection	Road	16,500	Post Construction
SW Johnson St & SW 209 St - Half-Street Improvements	Road	1,652,500	Construction
	Total	\$ 3,205,581	

North Bethany SDC 376-6065

Budget Detail

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

- Admin and Analysis (376-606510):** Program accounts for the financial activities related to administration of the North Bethany SDC analysis and transportation planning efforts.

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Admin and Analysis	\$ 6,388,141	6,388,141	7,628,491	1,240,350	19%
Total	6,388,141	6,388,141	7,628,491	1,240,350	19%
by category					
Charges for Services	1,900,000	1,900,000	1,900,000	-	0%
Miscellaneous	45,000	45,000	66,500	21,500	48%
Total Revenues	1,945,000	1,945,000	1,966,500	21,500	1%
Materials & Services	363,087	363,087	-	(363,087)	-100%
Other	15,000	15,000	45,000	30,000	200%
Interdepartmental	10,025	10,025	51,916	41,891	418%
Operating Transfers Out	6,000,029	6,000,029	7,531,575	1,531,546	26%
subtotal	6,388,141	6,388,141	7,628,491	1,240,350	19%
Contingency	-	-	-	-	0%
Total Expenditures	6,388,141	6,388,141	7,628,491	1,240,350	19%
Revenues under Expenditures	(4,443,141)	(4,443,141)	(5,661,991)	(1,218,850)	27%
Beginning Fund Balance	4,443,141	4,443,141	5,661,991	1,218,850	27%
Ending Fund Balance \$	-	-	-	-	

Budget Analysis:

Revenues increase \$21,500 (1%). Expenditures increase \$1,240,350 (19%). Beginning fund balance increases \$1,218,850 (27%).

Charges for Services is consistent with the current fiscal year as the North Bethany development activity continues.

Operating Transfers Out is for the transfer of remaining funds to the North Bethany County Service District for Roads to provide construction resources toward the Springville Road/Kaiser to Joss project and initial design resources toward a new project.

All resources are fully appropriated to maintain flexibility to address future priority transportation projects

Bonny Slope West SDC 378-6065

Budget Detail

This fund was established in fiscal year 2015-16 and accounts for the Bonny Slope West System Development Charges (SDC) that will help fund needed capacity improvements in Bonny Slope.

1. **Admin and Analysis (378-606510):** Program accounts for the financial activities related to administration of the Bonny Slope West SDC analysis and transportation planning efforts.

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Admin and Analysis	\$ 1,174,709	1,174,709	1,392,500	217,791	19%
Total	1,174,709	1,174,709	1,392,500	217,791	19%
by category					
Charges for Services	772,500	772,500	500,000	(272,500)	-35%
Miscellaneous	6,000	6,000	22,000	16,000	267%
Total Revenues	778,500	778,500	522,000	(256,500)	-33%
Materials & Services	1,173,293	1,173,293	1,381,203	207,910	18%
Other	-	-	1,000	1,000	0%
Interdepartmental	1,416	1,416	10,271	8,855	625%
Operating Transfers Out	-	-	26	26	0%
subtotal	1,174,709	1,174,709	1,392,500	217,791	19%
Contingency	-	-	-	-	0%
Total Expenditures	1,174,709	1,174,709	1,392,500	217,791	19%
Revenues under Expenditures	(396,209)	(396,209)	(870,500)	(474,291)	120%
Beginning Fund Balance	396,209	396,209	870,500	474,291	120%
Ending Fund Balance \$	-	-	-	-	

Budget Analysis:

Revenues decrease \$256,500 (33%). Expenditures increase \$217,791 (19%). Beginning fund balance increases \$474,291 (120%).

Revenue estimates are based on an modest increase over mid-year estimates for this fund. Charges for Services revenue of \$500,000 is anticipated for up to 65 units.

All resources are fully appropriated to allow for flexibility even though no specific plans are identified for the start of transportation improvements in the area.



Non-operating

Debt Service

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

Risk Management/Insurance

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

Replacement/Reserve

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

Miscellaneous

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

NON-OPERATING

BUDGET OVERVIEW

Non-operating organization units generally provide an internal service for the entire County organization. For example, the Risk Management/Insurance funds provide a central accounting function for tracking organization-wide costs that are funded by charges to departments based on the number of employees, vehicles or claims experience. Replacement / Reserve funds are used to provide a central accounting function to funds which maintain reserve accounts or provide for assets that are at the end of their useful life. Miscellaneous Non-operating expenditures include the transfer of General Fund resources to special funds and the distribution of Strategic Investment and Gain Share program resources. Funds in the Non-operating budget are all special funds with the exception of the General Fund Transfers Program.

Organization Unit	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
General Obligation Bonds	\$ 4,383,208	4,383,208	4,562,358	179,150	4%
Series 2016B FF&C	14,690,453	14,690,453	18,751,707	4,061,254	28%
Miscellaneous Debt	7,228,807	7,228,807	7,032,275	(196,532)	-3%
subtotal - Debt Service	26,302,468	26,302,468	30,346,340	4,043,872	15%
Liability/Casualty Insurance	5,850,024	7,114,207	7,435,163	320,956	5%
Life Insurance	627,055	627,055	620,923	(6,132)	-1%
Workers Compensation Insurance	3,603,761	3,603,761	4,663,142	1,059,381	29%
Medical Insurance	36,874,325	36,874,325	41,619,617	4,745,292	13%
Unemployment Insurance	805,297	805,297	783,209	(22,088)	-3%
PERS Employer Stabilization	6,826,663	6,826,663	15,079,244	8,252,581	121%
subtotal - Risk Management/Insurance	54,587,125	55,851,308	70,201,298	14,349,990	26%
Revenue Stabilization	11,615,588	11,615,588	11,615,588	-	0%
Animal Services Gifts & Donations	890,349	890,349	973,306	82,957	9%
Building Equipment Replacement	5,722,653	6,493,485	2,835,402	(3,658,083)	-56%
ITS Systems Replacement	1,462,874	1,462,874	2,233,803	770,929	53%
Fleet Replacement	17,381,795	17,381,795	18,562,070	1,180,275	7%
subtotal - Replacement/Reserve	37,073,259	37,844,091	36,220,169	(1,623,922)	-4%
General Fund Transfers	80,225,873	80,225,873	93,418,510	13,192,637	16%
Lottery Program	2,103,750	2,242,788	2,375,623	132,835	6%
Strategic Investment Program	44,116,175	44,116,175	55,536,116	11,419,941	26%
Gain Share	11,951,530	11,951,530	12,966,019	1,014,489	8%
Indirect Cost Recovery	22,798,257	22,798,257	26,322,953	3,524,696	15%
subtotal - Miscellaneous	161,195,585	161,334,623	190,619,221	29,284,598	18%
Totals \$	279,158,437	281,332,490	327,387,028	46,054,538	16%

NON-OPERATING

BUDGET OVERVIEW

Category Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Taxes	\$ 157,182,644	157,182,644	164,687,641	7,504,997	5%
Licenses & Permits	2,629,712	2,629,712	2,116,300	(513,412)	-20%
Intergovernmental	18,028,584	18,028,584	18,223,589	195,005	1%
Charges for Services	80,716,449	80,716,449	92,973,605	12,257,156	15%
Fines & Forfeitures	800,851	800,851	578,000	(222,851)	-28%
Interdepartmental	22,719,745	22,719,745	26,245,675	3,525,930	16%
Miscellaneous	4,680,755	5,030,755	5,583,588	552,833	11%
Operating Transfers In	58,278,378	58,278,378	86,833,160	28,554,782	49%
Total Revenues	345,037,118	345,387,118	397,241,558	51,854,440	15%
Materials & Services	49,928,472	51,192,655	56,788,866	5,596,211	11%
Other	30,674,914	30,674,914	38,993,963	8,319,049	27%
Interdepartmental	1,763,228	1,763,228	2,655,329	892,101	51%
Operating Transfers Out	131,364,451	131,503,489	164,800,981	33,297,492	25%
Capital Outlay	36,504,761	37,275,593	30,379,083	(6,896,510)	-19%
subtotal	250,235,826	252,409,879	293,618,222	41,208,343	16%
Contingency	28,922,611	28,922,611	33,768,806	4,846,195	17%
Total Expenditures	279,158,437	281,332,490	327,387,028	46,054,538	16%
Revenues over Expenditures	65,878,681	64,054,628	69,854,530	5,799,902	9%
General Fund Subsidy	(109,241,845)	(109,241,845)	(121,804,182)	(12,562,337)	11%
Special Funds Beginning Balances	43,363,164	45,187,217	51,949,652	6,762,435	15%
Ending Fund Balances \$	-	-	-	-	

General Obligation Bonds 304-3585

Budget Detail

This fund pays the principal and interest on the May 2016 voter approved general obligation bond for the Emergency Communications System (911).

- Debt Service (304-358505):** Principal and interest payments are taken from the amortization schedules included with the closing documents for the respective debt types.

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Debt Service	\$ 4,383,208	4,383,208	4,562,358	179,150	4%
Total	4,383,208	4,383,208	4,562,358	179,150	
by category					
Taxes	4,375,107	4,375,107	4,531,159	156,052	4%
Miscellaneous	3,000	3,000	2,500	(500)	-17%
Total Revenues	4,378,107	4,378,107	4,533,659	155,552	4%
Other	4,358,208	4,358,208	4,537,358	179,150	4%
subtotal	4,358,208	4,358,208	4,537,358	179,150	4%
Contingency	25,000	25,000	25,000	-	0%
Total Expenditures	4,383,208	4,383,208	4,562,358	179,150	4%
	Revenues under expenditures	(5,101)	(5,101)	(28,699)	(23,598) 463%
Beginning Fund Balance	5,101	5,101	28,699	23,598	463%
	Ending Fund Balance \$	-	-	-	-

Budget Analysis:

Revenues increase \$155,552 (4%). Expenditures, excluding Contingency, increase \$179,150 (4%). Beginning fund balance increases \$23,598 (463%).

Property tax revenues are used to pay the debt service on these bonds. The debt service payments for fiscal year 2019-20 will be levied in the fall of 2019; assumptions include a 96% collection rate. The beginning fund balance represents the building up of a reserve to cover any unforeseen revenue shortfalls. The goal is to maintain this reserve at approximately \$25,000.

Debt service payments of \$4,537,358 reflect the actual amounts due per the debt service amortization schedule, including: \$1,780,000 for principal and \$2,757,358 for interest.

The County reviews outstanding debt on a regular basis to ensure refinancing opportunities are evaluated. See a list of the County's outstanding debt under the Summary Schedules tab.

This fund accounts for the principal and interest on the Series 2016 B Full Faith and Credit Obligations (FF&C). Proceeds from this issue are being used to provide funding for capital projects for County facilities, the building of an Event Center and various Major Street Transportation Improvement Program projects.

1. **Debt Service (305-358505):** Principal and interest payments are taken from the amortization schedule included with the closing documents for the debt issue. All expenditures will be tracked in this program. Revenue is received as follows: 1) the General Fund's share of the debt service for General Facilities Capital projects, 2) Gain Share allocated to the Event Center project and future capital outlay, 3) Transient Lodging Tax revenue allocated for a portion of the debt service related to the Event Center project and 4) property taxes allocated to MSTIP 3 Fund's share of the debt service for Major Streets Transportation Improvement Program (MSTIP) Projects.

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Debt Service	\$ 14,690,453	14,690,453	18,751,707	4,061,254	28%
Total	14,690,453	14,690,453	18,751,707	4,061,254	
by category					
Taxes	982,702	982,702	1,031,837	49,135	5%
Operating Transfers In	13,545,742	13,545,742	15,112,017	1,566,275	12%
Total Revenues	14,528,444	14,528,444	16,143,854	1,615,410	
Other	12,082,600	12,082,600	12,130,600	48,000	0%
subtotal	12,082,600	12,082,600	12,130,600	48,000	0%
Contingency	2,607,853	2,607,853	6,621,107	4,013,254	154%
Total Expenditures	14,690,453	14,690,453	18,751,707	4,061,254	28%
Revenues under expenditures	(162,009)	(162,009)	(2,607,853)	(2,445,844)	1,510%
Beginning Fund Balance	162,009	162,009	2,607,853	2,445,844	1,510%
Ending Fund Balance \$	-	-	-	-	

Budget Analysis:

Revenues increase \$1,615,410 (11%). Contingency increases \$4,013,254 (154%). Beginning fund balance increases \$2,445,844 (1,510%).

In December 2016 the County issued \$121 million in Full Faith and Credit Obligations. The proceeds from the borrowing fund three different types of projects – general facilities projects, construction of an Event Center, and high growth road projects through the MSTIP. Funding sources to pay the annual debt service are derived from the General Fund, Gain Share Fund, transient lodging tax revenue, and property taxes otherwise allocated to MSTIP.

The fund balance and contingency will continue to grow as the annual assessed value growth rate applied to the MSTIP General Fund transfer is set aside for future debt service repayment.

Project Information	
General Facilities Projects	\$ 32,759,813
Event Center	34,877,778
MSTIP High Growth	53,362,409
Total Proceeds	121,000,000
General Facilities Projects	
PSB Seismic	9,000,000
Public Safety Training Center	9,343,746
Law Enforcement Facilities	4,000,000
Buildings on Downtown Campus	5,000,000
Hagg Lake Road	1,900,000
Facilities Contingency	3,516,067
Total General Facilities Projects	\$ 32,759,813

2019-20 Resources and Appropriations	
General Fund	1,425,013
Gain Share (General Facilities Projects + Event Center)	4,722,222
Transient Lodging Tax revenue	1,031,837
Property Taxes allocated to MSTIP	8,964,782
Total Revenues	16,143,854
Beginning Fund Balance	2,607,853
Total Resources	18,751,707
Principal	7,650,000
Interest	4,480,600
subtotal	12,130,600
Reserve	6,621,107
Total Appropriations	18,751,707

Miscellaneous Debt 306-3585

Budget Detail

This fund accounts for the principal and interest on other debt not accounted for in the General Obligation Debt Service Fund or the 2016 full faith & credit (FF&C) Debt Service Fund. The debt instruments accounted for in this fund include full faith and credit obligations, notes, and contracts for debt issued prior to calendar year 2016.

- Debt Service (306-358505):** Principal and interest payments are taken from the amortization schedules included with the closing documents for the respective debt types.

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Debt Service	\$ 7,228,807	7,228,807	7,032,275	(196,532)	-3%
Total	7,228,807	7,228,807	7,032,275	(196,532)	
by category					
Operating Transfers In	7,194,771	7,194,771	6,996,761	(198,010)	-3%
Total Revenues	7,194,771	7,194,771	6,996,761	(198,010)	-3%
Other	7,194,771	7,194,771	6,996,761	(198,010)	-3%
subtotal	7,194,771	7,194,771	6,996,761	(198,010)	-3%
Contingency	34,036	34,036	35,514	1,478	4%
Total Expenditures	7,228,807	7,228,807	7,032,275	(196,532)	-3%
Revenues under expenditures	(34,036)	(34,036)	(35,514)	(1,478)	4%
Beginning Fund Balance	34,036	34,036	35,514	1,478	4%
Ending Fund Balance \$	-	-	-	-	

Budget Analysis:

Revenues decrease \$198,010 (3%). Expenditures, excluding Contingency, decrease \$198,010 (3%). Contingency increases \$1,478 (4%). Beginning fund balance increases \$1,478 (4%).

The County reviews outstanding debt on a regular basis to ensure refinancing opportunities are evaluated.

Transfers from the General Fund and various special funds provide the funding sources for the annual debt service payments.

A list of the County’s outstanding debt is in the Summary Schedules section.

Description	Amount
General Fund	5,869,490
Cost Allocation Plan	689,584
Road Fund	437,686
Total Revenues	6,996,759

Finance Description	Project Description	Amount
State OEDD Public Works Loan	Harkins House	\$ 166,838
	Commuter Rail, CWS & City of Hillsboro buyout of	
2013 Refunding of 2006 New Money	PSB space, PCC site improvements, Walnut St.	2,220,921
	Warehouse	
2016 Refunding of Series 2006	PERS, Durham Quarry, 2001-02 General Fund	4,607,000
Refunding of 2001A	transfer to MSTIP	
	Bank Charges	2,000
Total Expenditures		6,996,759

2018-19 debt service payment:		
Principal		5,320,125
Interest		1,674,634
Bank Charges		2,000
subtotal		6,996,759
Reserve		35,514
Total 2019-20 Appropriations		\$ 7,032,273

Liability/Casualty Insurance 504-3570

Budget Detail

This fund and organizational unit was established to pay claims, legal fees and adjustment services for the County's self-insurance program. Premiums for the County's property insurance, bonds and excess general liability are paid out of this fund.

- Insurance Liability (504-357010):** Provides financial activities related to accounting for insurance required payments and revenues from departments to offset those costs.

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Insurance Liability	\$ 5,850,024	7,114,207	7,435,163	320,956	5%
Total	5,850,024	7,114,207	7,435,163	320,956	
by category					
Charges for Services	4,283,379	4,283,379	5,648,987	1,365,608	32%
Miscellaneous	119,700	469,700	226,000	(243,700)	-52%
Total Revenues	4,403,079	4,753,079	5,874,987	1,121,908	24%
Materials & Services	4,632,624	5,896,807	5,185,920	(710,887)	-12%
Interdepartmental	1,217,400	1,217,400	1,749,243	531,843	44%
Operating Transfers Out	-	-	500,000	500,000	0%
subtotal	5,850,024	7,114,207	7,435,163	320,956	5%
Contingency	-	-	-	-	0%
Total Expenditures	5,850,024	7,114,207	7,435,163	320,956	5%
Revenues under expenditures	(1,446,945)	(2,361,128)	(1,560,176)	800,952	-34%
Beginning Fund Balance	1,446,945	2,361,128	1,560,176	(800,952)	-34%
Ending Fund Balance \$	-	-	-	-	

Budget Analysis:

Revenues increase \$1,121,908 (24%). Expenditures increase \$320,956 (5%). Beginning fund balance decreases \$800,952 (34%).

Revenue increases primarily due to the costs charged to departments in the County's Full Cost Plan which increase \$1,365,608 (32%). These charges are based on anticipated needs determined by the most recent actuarial report. Reimbursement of expenses are reduced as these funds are directly related to prior year claims that qualified for insurance reimbursements and are generally one-time payments.

Based on the most recent actuarial report, insurance claims are budgeted at \$1,769,000, an increase of \$251,700 (16%) and the transfer to the accrued self-insurance reserve account increases \$169,401 (76%). Interfund expenses increase \$531,843 (44%) due to adjustments in the County Cost Plan related to legal expenses and Risk Services Administration. The cost associated with the purchase of insurance (i.e. property, cyber, excess liability) increase \$114,100 (14%) due to additional buildings requiring coverage and a \$5 million upward adjustment to excess liability coverage limits. The County covers the first \$1 million of a liability claim; with excess insurance covering from \$1,000,001 to \$15,000,000 (ceiling was previously \$10 million). In addition to resources set aside for liability claims estimated in the actuarial report, an additional \$1,527,820 is appropriated to cover any unanticipated claims.

The goal is to fund the Liability/Casualty fund at the 90% confidence level related to the actuarial report. This budget anticipates reaching the 90% level; rates charged to departments through the County Cost Plan will be adjusted to maintain this target level of funding.

This fund and organizational unit was established to collect funds from departments for Life and Long Term Disability (LTD) insurance and, in turn, pays all Life/LTD premiums for insurance provided to County employees.

1. **Insurance Employee Benefits (506-357005):** Provides financial activities related to accounting for employee benefits.

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Insurance Employee Benefits	\$ 627,055	627,055	620,923	(6,132)	-1%
Total	627,055	627,055	620,923	(6,132)	
by category					
Miscellaneous	476,944	476,944	504,939	27,995	6%
Total Revenues	476,944	476,944	504,939	27,995	6%
Materials & Services	475,444	475,444	502,040	26,596	6%
Interdepartmental	4,926	4,926	5,175	249	5%
subtotal	480,370	480,370	507,215	26,845	6%
Contingency	146,685	146,685	113,708	(32,977)	-22%
Total Expenditures	627,055	627,055	620,923	(6,132)	-1%
	Revenues under expenditures	(150,111)	(150,111)	(115,984)	34,127 -23%
Beginning Fund Balance	150,111	150,111	115,984	(34,127)	-23%
Ending Fund Balance \$	-	-	-	-	

Budget Analysis:

Revenues increase \$27,995 (6%). Expenditures, excluding Contingency, increase \$26,845 (6%). Contingency decreases \$32,977 (22%). Beginning fund balance decreases \$34,127 (23%).

The type and levels of life insurance are anticipated to remain at established levels. Increases in both revenue and expenditures are related to additional staff that has been requested for fiscal year 2019-20.

Rates are partially subsidized as the fund balance is gradually reduced from the current level of \$115,984, to the established goal of \$50,000.

Workers Compensation Insurance 508-3570

Budget Detail

This fund pays claims costs, premiums, administrative charges and payroll taxes, for those claims incurred during the fiscal year, and the continuing liability resulting from claims occurring in previous years.

1. **Insurance Liability (508-357010):** Provides financial activities related to accounting for insurance required payments and revenues from departments to offset those costs.

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Insurance Liability	\$ 3,603,761	3,603,761	4,663,142	1,059,381	29%
Total	3,603,761	3,603,761	4,663,142	1,059,381	
by category					
Charges for Services	1,611,561	1,611,561	2,127,732	516,171	32%
Miscellaneous	88,100	88,100	144,644	56,544	64%
Total Revenues	1,699,661	1,699,661	2,272,376	572,715	34%
Materials & Services	1,890,231	1,890,231	1,743,000	(147,231)	-8%
Other	50,000	50,000	50,000	-	0%
Interdepartmental	327,754	327,754	588,656	260,902	80%
subtotal	2,267,985	2,267,985	2,381,656	113,671	5%
Contingency	1,335,776	1,335,776	2,281,486	945,710	71%
Total Expenditures	3,603,761	3,603,761	4,663,142	1,059,381	29%
Revenues under expenditures	(1,904,100)	(1,904,100)	(2,390,766)	(486,666)	26%
Beginning Fund Balance	1,904,100	1,904,100	2,390,766	486,666	26%
Ending Fund Balance \$	-	-	-	-	

Budget Analysis:

Revenues increase \$572,715 (34%). Expenditures, excluding Contingency, increase \$113,671 (5%). Contingency increases \$945,710 (71%). Beginning fund balance increases \$486,666 (26%).

The beginning fund balance increases due to actual claims being less than the amount budgeted in fiscal year 2018-19. The Risk Management Division continues to emphasize safety awareness training, improvements to the claims handling process and timely resolution of claims. Rates charged to departments are partially offset by participation in the state program for light duty work and prior year budget savings. The target fund balance is set at the 90% actuarial confidence level. The fund balance for FY 2019-20 exceeds this level. Charges to departments will continue to be adjusted year to year to meet the fund balance goal over time.

Revenues are increasing because of interest earnings and new staff additions for FY 2019-20.

The annual actuarial report reflects a continuation of recent claims trends, with budgeted claims of \$1,378,000, an increase of \$17,039 (1%) from the previous year level. The increase in expenditures is the net result of increases in County Cost Plan Charges (\$260,902) and Contingency (\$945,710) offset by reductions in administrative fees (\$25,000) and accrued self-insurance (\$149,270).

Medical Insurance 510-3570

Budget Detail

This fund pays all administrative and claims costs associated with the medical, dental and vision insurance plans, wellness program, employee assistance and flexible spending accounts for dependent care and health expenses.

1. **Insurance Employee Benefits (510-357005):** Provides financial activities related to accounting for employee, Consolidated Omnibus Budget Reconciliation Act of 1985 (COBRA) and Retiree benefits.

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Insurance Employee Benefits	\$ 36,874,325	36,874,325	41,619,617	4,745,292	13%
Total	36,874,325	36,874,325	41,619,617	4,745,292	
by category					
Charges for Services	34,857,699	34,857,699	39,653,686	4,795,987	14%
Miscellaneous	420,157	420,157	568,729	148,572	35%
Total Revenues	35,277,856	35,277,856	40,222,415	4,944,559	14%
Materials & Services	36,738,791	36,738,791	41,460,038	4,721,247	13%
Interdepartmental	135,534	135,534	159,579	24,045	18%
subtotal	36,874,325	36,874,325	41,619,617	4,745,292	13%
Contingency	-	-	-	-	0%
Total Expenditures	36,874,325	36,874,325	41,619,617	4,745,292	13%
Revenues under Expenditures	(1,596,469)	(1,596,469)	(1,397,202)	199,267	-12%
Beginning Fund Balance	1,596,469	1,596,469	1,397,202	(199,267)	-12%
Ending Fund Balance \$	-	-	-	-	

Budget Analysis:

Revenues increase \$4,944,559 (14%). Expenditures increase \$4,745,292 (13%). Beginning fund balance decreases \$199,267 (12%).

The fund balance target is between \$1 million and \$1.5 million to allow for adequate cash flow during the fiscal year. Charges for Services increases \$4,795,987 (14%) due primarily to the costs associated with new positions requested for fiscal year 2019-20 and projected premium adjustments. The County charges a blended health insurance rate to departments that is intended to cover the actual costs incurred based on each employee’s elected benefit level.

Expenditures increase due primarily to premium adjustments effective January 1, 2019 and projected adjustments for January 1, 2020; and health insurance costs associated with new positions. For budget purposes, the anticipated annual premium adjustments include an 8.5% increase across all plans.

County employees pay 5% or 10% of their health care costs based on their plan choices (Providence low or high deductible; and Kaiser low or high deductible). For FY 2018-19, the breakdown between Providence and Kaiser participation was 57% to 43% respectively. In addition, 47 employees waived coverage (due to dual coverage) and receive a contribution to a Voluntary Employee Benefit Account (VEBA).

Provider / Plan	Percent Change from January 1, 2018 to January 1, 2019
Providence Low Deductible	9.47%
Providence High Deductible	11.36%
Kaiser Low Deductible	4.79%
Kaiser High Deductible	7.47%
VSP Vision	-20.00%
ODS Dental	2.53%
Willamette Dental	8.98%

Unemployment Insurance 512-3570

Budget Detail

This fund and organizational unit was established to collect funds from departments for unemployment insurance and, in turn, pay unemployment claims.

1. **Insurance Employee Benefits (512-357005):** Provides financial activities related to accounting for employee unemployment benefits.

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Insurance Employee Benefits	\$ 805,297	805,297	783,209	(22,088)	-3%
Total	805,297	805,297	783,209	(22,088)	
by category					
Charges for Services	64,323	64,323	67,971	3,648	6%
Miscellaneous	7,336	7,336	17,445	10,109	138%
Total Revenues	71,659	71,659	85,416	13,757	19%
Materials & Services	254,000	254,000	254,000	-	0%
Interdepartmental	4,875	4,875	5,042	167	3%
subtotal	258,875	258,875	259,042	167	0%
Contingency	546,422	546,422	524,167	(22,255)	-4%
Total Expenditures	805,297	805,297	783,209	(22,088)	-3%
Revenues under Expenditures	(733,638)	(733,638)	(697,793)	35,845	-5%
Beginning Fund Balance	733,638	733,638	697,793	(35,845)	-5%
Ending Fund Balance \$	-	-	-	-	

Budget Analysis:

Revenues increase \$13,757 (19%). Contingency decreases \$22,255 (4%). Beginning fund balance decreases \$35,845 (5%).

The fund balance target is \$500,000, which is based on the unemployment claims experienced during the recent economic downturn. Due the fund balance exceeding this amount, rates charged to departments will be partially subsidized by the fund balance until the target is attained.

Unemployment claims are budgeted to remain flat at \$250,000 due to the job market and hiring levels.

The Contingency is available to address unforeseen expenditures.

This fund was established to maintain a reserve for future rate increases. Resources may be used to offset a PERS rate increase or to make a lump sum payment to PERS to reduce the County’s unfunded liability.

The Board of Commissioners created this fund to accumulate resources to partially offset future PERS rate increases. Resources were collected from a rate charged to departments based on payroll in fiscal years 2003-04 and 2004-05 and subsequent interest earnings. The rate for this two-year period was 6.02% of payroll. These funds were used to subsidize rate increases during fiscal years 2011-13. The remaining funds are available to offset future PERS expenses.

1. **PERS Employer Stabilization (524-161505):** This program accounts for the reserve activity.

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
PERS Employer Stabilization	\$ 6,826,663	6,826,663	15,079,244	8,252,581	121%
Total	6,826,663	6,826,663	15,079,244	8,252,581	
by category					
Miscellaneous	100,000	100,000	100,000	-	0%
Operating Transfers In	-	-	8,200,000	8,200,000	0%
Total Revenues	100,000	100,000	8,300,000	8,200,000	8,200%
Other	6,826,663	6,826,663	15,079,244	8,252,581	121%
subtotal	6,826,663	6,826,663	15,079,244	8,252,581	121%
Contingency	-	-	-	-	0%
Total Expenditures	6,826,663	6,826,663	15,079,244	8,252,581	121%
Revenues under Expenditures	(6,726,663)	(6,726,663)	(6,779,244)	(52,581)	1%
Beginning Fund Balance	6,726,663	6,726,663	6,779,244	52,581	1%
Ending Fund Balance \$	-	-	-	-	

Budget Analysis:

Revenues increase \$8,200,000 (8,200%). Expenditures increase \$8,252,581 (121%). Beginning fund balance increases \$52,581 (1%).

Increases in revenues reflects projected interest earnings and a transfer from the General Fund (\$8.2 million).

The Finance Division recommends establishing a PERS side account for \$15 million in fiscal year 2019-20; funded by \$6.8 million set aside for PERS stabilization and an \$8.2 million transfer from the General Fund. Based on a PERS calculator (updated 1/19) this level of investment may provide projected PERS rate reduction of \$1 million per year during the 2019-2021 biennium; growing to nearly \$1.9 million per year during the 2035-2037 biennium. During this same period (2019-2037) the cumulative rate reduction is estimated at nearly \$26 million.

This fund provides for the reservation of resources transferred from the General Fund. The Revenue Stabilization Fund combined with the General Fund Contingency comprises the General Fund reserve.

1. **Revenue Stabilization** (105-166005): Houses a portion of the General Fund reserve.

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Revenue Stabilization	\$ 11,615,588	11,615,588	11,615,588	-	0%
Total	11,615,588	11,615,588	11,615,588	-	
by category					
Contingency	11,615,588	11,615,588	11,615,588	-	0%
Total Expenditures	11,615,588	11,615,588	11,615,588	-	0%
	Revenues under Expenditures	(11,615,588)	(11,615,588)	-	0%
Beginning Fund Balance	11,615,588	11,615,588	11,615,588	-	0%
Ending Fund Balance \$	-	-	-	-	

Budget Analysis:

The resources in this fund have been set aside to provide financial stability for the General Fund over the long-term. Based on the Revenue Stabilization Fund, the Strategic Investment Program Fund, the General Fund Contingency and the projected return from the department’s proposed budgets, the estimated discretionary reserve on June 30, 2020 will meet the Board’s reserve goal. The Board’s policy is to maintain a reserve that is a minimum of 15%, with a goal of 20% of net General Fund revenues. Net revenues exclude the property taxes dedicated to MSTIP and WCCLS.

Animal Services Gifts & Donations 154-7095

Budget Detail

This fund accounts for financial contributions from private donors to support current operations and future capital improvements of the Animal Services program and animal shelter.

- Animal Services Gifts & Donations (154-709505):** Provides financial activities related to accounting for gifts and donations provided by private donors.

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Animal Services Gifts & Donations	\$ 890,349	890,349	973,306	82,957	9%
Total	890,349	890,349	973,306	82,957	
by category					
Intergovernmental	459,428	459,428	459,428	-	0%
Miscellaneous	14,000	14,000	14,000	-	0%
Total Revenues	473,428	473,428	473,428	-	0%
Materials & Services	559,428	559,428	559,428	-	0%
subtotal	559,428	559,428	559,428	-	0%
Contingency	330,921	330,921	413,878	82,957	25%
Total Expenditures	890,349	890,349	973,306	82,957	9%
	Revenues under Expenditures	(416,921)	(416,921)	(499,878)	(82,957) 20%
Beginning Fund Balance	416,921	416,921	499,878	82,957	20%
Ending Fund Balance \$	-	-	-	-	

Budget Analysis:

Contingency increases \$82,957 (25%). Beginning fund balance increases \$82,957 (20%).

This organization unit houses several specific funds to account for donor-designated gifts in support of Animal Services and the animal shelter: 1) Aurora's Fund to support costs related to animal abuse and neglect cases; 2) supplemental care for veterinary and clinic care and 3) support for shelter enhancements and improvements.

Revenue is unchanged from the previous year and includes interest income and grants/donations carried forward from the previous year.

Expenditures are unchanged from the previous year and include appropriations that reflect various revenue sources' designated purpose for shelter improvements and animal care. Contingency increases to \$413,878 and represents funds held in reserve for future appropriations.

Building Equipment Replacement 232-3555

Budget Detail

This fund provides resources for systematic replacement of various building and equipment components of the County's buildings.

1. **Equipment Replacement (232-355505):** Accounts for financial activities related to funds held in reserve for building equipment replacement and upgrades to County facilities.

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Equipment Replacement	\$ 5,722,653	6,493,485	2,835,402	(3,658,083)	-56%
Total	5,722,653	6,493,485	2,835,402	(3,658,083)	
by category					
Miscellaneous	52,673	52,673	7,500	(45,173)	-86%
Operating Transfers In	2,158,462	2,158,462	2,288,655	130,193	6%
Total Revenues	2,211,135	2,211,135	2,296,155	85,020	4%
Capital Outlay	5,722,653	6,493,485	2,835,402	(3,658,083)	-56%
subtotal	5,722,653	6,493,485	2,835,402	(3,658,083)	-56%
Contingency	-	-	-	-	0%
Total Expenditures	5,722,653	6,493,485	2,835,402	(3,658,083)	-56%
Revenues under Expenditures	(3,511,518)	(4,282,350)	(539,247)	3,743,103	-87%
Beginning Fund Balance	3,511,518	4,282,350	539,247	(3,743,103)	-87%
Ending Fund Balance \$	-	-	-	-	

Budget Analysis:

Revenues increase \$85,020 (4%). Expenditures decrease \$3,658,083 (56%). Beginning fund balance decreases \$3,743,103 (87%).

Revenue increases slightly overall with a modest increase in the indirect cost allocation offset by a decrease in anticipated interest earnings.

The Building Equipment Replacement (BER) fund houses resources set aside for the 1) replacement; 2) upgrade; and 3) major maintenance/repair that effectively extends the useful life of key building assets. Revenues are derived from a 2% "use" charge allocated based on the value of building and equipment (Fixed Asset Report). The allocated "use" charge is collected via the County Cost Plan as part of the annual budget process. The "use" funds are discretionary in nature and can be utilized for any purpose as approved by the Board of Commissioners. To formalize a nexus between the collection of the building depreciation and its use; the County has directed the funds to the BER.

Priority expenditures for the BER include the following:

- Roof
- HVAC
- Electrical
- Lighting
- Elevators
- Generator
- Fire and Security Systems
- Select Flooring
- A/E related costs

The Facilities Management Division maintains a matrix of major components, equipment and systems (by type, useful life, scheduled replacement date and estimated replacement cost). The matrix informs a ten-year rolling forecast of cash flow and fund balance needs.

In addition to the Building Equipment Replacement Fund, the County allocates maintenance, repair and capital resources through the Facilities Maintenance and Operations budget (organization unit 100-3535) and Facilities Capital (organization unit 356-3580).

Roughly \$900,000 is set aside for future and unanticipated expenses.

Description	Project	Total
Roof		120,000
Animal Shelter	120,000	
HVAC		1,130,000
Animal Shelter	100,000	
Beaverton WIC	30,000	
Justice Services	250,000	
Law Enforcement Center/Jail	500,000	
Public Services	50,000	
Washington Street Conference Center	200,000	
Elevators		200,000
Emergency Generators		100,000
Fire & Security Systems		50,000
Flooring (select areas)		250,000
Uninterrupted Power Supply (UPS)		100,000
Total Planned Projects		1,950,000

This fund provides funding for systematic replacement of key information technology assets.

1. **ITS Systems Replacement (242-352605)**: Provides financial activities related to funds held in reserve for technology systems replacement.

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
ITS Systems Replacement	\$ 1,462,874	1,462,874	2,233,803	770,929	53%
Total	1,462,874	1,462,874	2,233,803	770,929	
by category					
Miscellaneous	18,043	18,043	13,130	(4,913)	-27%
Operating Transfers In	919,603	919,603	865,105	(54,498)	-6%
Total Revenues	937,646	937,646	878,235	(59,411)	-6%
Operating Transfers Out	131,000	131,000	2,084,513	1,953,513	1,491%
subtotal	131,000	131,000	2,084,513	1,953,513	1,491%
Contingency	1,331,874	1,331,874	149,290	(1,182,584)	-89%
Total Expenditures	1,462,874	1,462,874	2,233,803	770,929	53%
Revenues under Expenditures	(525,228)	(525,228)	(1,355,568)	(830,340)	158%
Beginning Fund Balance	525,228	525,228	1,355,568	830,340	158%
Ending Fund Balance \$	-	-	-	-	

Budget Analysis:

Revenues decrease \$59,411 (6%). Expenditures, excluding Contingency, increase \$1,953,513 (1,491%). Contingency decreases \$1,182,584 (89%). Beginning fund balance increases \$830,340 (158%).

Revenues decreases due to changes made in the County Cost Allocation plan.

The County Cost Plan depreciates General Fund equipment (fixed assets) at 6 2/3%. This revenue is then transferred to the Information Technology Services (ITS) Replacement fund for the replacement of key ITS infrastructure and assets.

The types of projects funded with ITS replacement funds include workstation upgrades, network infrastructure, Cyber-security, Continuity of Operation (COOP) and Finance (Oracle) upgrades.

For fiscal year 2019-20, the transfer to the ITS Capital fund increases \$1.9 million for capital hardware and software replacement, including cyber security, server hardware refresh, workstation updates, public safety systems and Tableau Analytics.

Contingency is reduced for the same reason and is available to fund future system replacements.

Fleet Replacement 502-3541

Budget Detail

This fund provides for the purchase and disposition of fleet vehicles and equipment. Replacement costs are billed to other departments at an amount estimated to cover depreciation on the fleet.

- Fleet Replacement (502-354105):** Provides financial activities related to funds held in reserve for fleet vehicle replacements.

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Fleet Replacement	\$ 17,381,795	17,381,795	18,562,070	1,180,275	7%
Total	17,381,795	17,381,795	18,562,070	1,180,275	
by category					
Charges for Services	5,468,643	5,468,643	5,343,680	(124,963)	-2%
Miscellaneous	490,369	490,369	965,229	474,860	97%
Total Revenues	5,959,012	5,959,012	6,308,909	349,897	6%
Materials & Services	973,975	973,975	1,211,600	237,625	24%
Interdepartmental	72,739	72,739	147,634	74,895	103%
Capital Outlay	5,386,625	5,386,625	5,213,768	(172,857)	-3%
subtotal	6,433,339	6,433,339	6,573,002	139,663	2%
Contingency	10,948,456	10,948,456	11,989,068	1,040,612	10%
Total Expenditures	17,381,795	17,381,795	18,562,070	1,180,275	7%
Revenues under Expenditures	(11,422,783)	(11,422,783)	(12,253,161)	(830,378)	7%
Beginning Fund Balance	11,422,783	11,422,783	12,253,161	830,378	7%
Ending Fund Balance \$	-	-	-	-	

Budget Analysis:

Revenues increase \$349,897 (6%). Expenditures, excluding Contingency, increase \$139,663 (2%). Contingency increases \$1,040,612 (10%). Beginning fund balance increases \$830,378 (7%).

The Fleet Services Division maintains a detailed replacement matrix by unit, useful life, replacement cost and salvage value of current vehicle. Each fund/organization unit is charged the annual allocation as part of the budget process. The goal is to collect 100% of the replacement costs by the time of the scheduled replacement.

The activity level in this fund fluctuates from year to year due to variation in the replacement cycles of the vehicles and equipment represented in the fund as well as variations in the acquisition and resale value of the fleet. The list of vehicles and equipment scheduled for replacement, as well as proposed upgrades and additions, is described in the following table.

Estimated contingency increases \$1,040,612 (10%) and is available to fund future replacements.

Fleet Replacement 502-3541

Budget Detail

Type	Quantity	Department	General Fund	Special Fund	Fleet Fund	Total
Planned Vehicle Replacements FY 2019-20:						
Compact Sedan	5	HHS - Public Health	6,500		129,000	135,500
Compact Van	2	1 - ITS Maintenance, 1 - SO - Forensics	7,500		58,500	66,000
Compact SUV	2	LUT - BLDG			50,400	50,400
Compact Pickup	3	1 - LUT Capial Projects, 1 - LUT BLDG, 1 - Watermaster			98,900	98,900
1-Ton Trucks	5	1 - Facilities - Parks, 1 - LUT - Bridge, 1 - LUT OPS - Admin, 1 - LUT OPS - Engineering, 1 - SO Patrol Operations	55,000		278,600	333,600
Full Size Van	3	3 - Facilities Operations			132,000	132,000
Freightliner FLD120SD Truck	4	LUT OPS - Drainage Operations			840,000	840,000
HI-Way E-2020-16 Sander	4	LUT OPS - Roadway Surfaces			180,000	180,000
Snow Plow	3	LUT OPS; 1 Roadway Surfaces, 2 Drainage Operations			55,500	55,500
Caterpillar 140M Graders	3	LUT OPS - Roadway Surfaces			910,500	910,500
Spray Center De-icer Platforms	2	LUT OPS - Roadway Surfaces			61,000	61,000
Caterpillar IT14G Wheel Loader	1	LUT OPS - Vegetation Mgmt			213,500	213,500
Transit Van T-350	1	A&T Mapping and Recording			51,000	51,000
Trailers	2	1 - LUT OPS - Rdwy Srfcs, 1 - SO Patrol	50,000		89,200	139,200
Polaris Ranger	1	SO - Patrol Operations			24,500	24,500
Sedans	3	SO - Investigations	22,500		79,500	102,000
Patrol Tahoe	1	SO - Patrol Operations	22,500		44,500	67,000
Patrol Sedans	15	SO; 2 Civil, 2 Investigations, 2 Jail, 1 Crime Prevention, 8 Patrol	157,500	180,000	600,000	937,500
Patrol Sedans	4	SO - Patrol Operations - ESPD		250,000		250,000
Subtotal - Replacements			\$ 321,500	\$ 430,000	\$ 3,896,600	\$ 4,648,100
Proposed Fleet Vehicle Additions:						
Patrol Sedans	7	SO; 6 Patrol, 1 Training	248,500	183,000		431,500
Patrol Sedans	2	SO - Patrol Operations - ESPD		125,000		125,000
Patrol Tahoe	2	SO - Patrol Operations		135,000		135,000
Patrol Tahoe	1	SO - Patrol Operations - ESPD		68,000		68,000
K9 Trailer	1	SO - Patrol Operations - ESPD		8,000		8,000
Ford Escape	3	LUT; 2 Capital Projects, 1 Plan Review		74,900		74,900
8-10 Passenger Van	1	Community Corrections		35,500		35,500
Mid-Size Sedans	2	Community Corrections		57,600		57,600
Transit Connect Van	1	Facilities Operations	30,500			30,500
Mid-Size Pickups	2	1 - LUT Traffic, 1 - Parks	36,500	35,000		71,500
Fueling Trailers	4	LUT; 1 Gas & 1 Diesel, Fair Complex; 2 Gas		95,568		95,568
Equipment Trailer	1	Fair Complex		6,500		6,500
Boom Lift	1	Fair Complex		76,800		76,800
Scissor Lift	1	Fair Complex		17,100		17,100
Fork Lift	1	Fair Complex		27,000		27,000
Subtotal - Additions			\$ 315,500	\$ 944,968	\$ -	\$ 1,260,468
Totals			\$ 637,000	\$ 1,374,968	\$ 3,896,600	\$ 5,908,568

General Fund Transfers 100-1670

Budget Detail

This fund accounts for transfers to special funds such as Community Corrections, Human Services, Aging Services, Debt Service and Capital Projects. The fund also receives all of the discretionary revenues available for allocation by the Board of Commissioners including property taxes, interest earnings, indirect cost charge receipts, liquor and cigarette tax distributions and timber receipts.

- General Fund Transfers (100-167005):** Provides financial accounting for internal fund transfers and discretionary revenue receipts.

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
General Fund Transfers	\$ 80,225,873	80,225,873	93,418,510	13,192,637	16%
Total	80,225,873	80,225,873	93,418,510	13,192,637	
by category					
Taxes	151,824,835	151,824,835	159,124,645	7,299,810	5%
Licenses & Permits	2,629,712	2,629,712	2,116,300	(513,412)	-20%
Intergovernmental	5,650,541	5,650,541	6,075,741	425,200	8%
Charges for Services	3,340,000	3,340,000	3,000,000	(340,000)	-10%
Fines & Forfeitures	800,851	800,851	578,000	(222,851)	-28%
Miscellaneous	2,377,567	2,377,567	2,572,972	195,405	8%
Operating Transfers In	34,459,800	34,459,800	53,370,622	18,910,822	55%
Total Revenues	201,083,306	201,083,306	226,838,280	25,754,974	13%
Operating Transfers Out	80,225,873	80,225,873	93,418,510	13,192,637	16%
subtotal	80,225,873	80,225,873	93,418,510	13,192,637	16%
Contingency	-	-	-	-	0%
Total Expenditures	80,225,873	80,225,873	93,418,510	13,192,637	16%
Revenues over Expenditures	120,857,433	120,857,433	133,419,770	12,562,337	10%
Resources allocated to other units	(147,652,239)	(147,652,239)	(167,119,770)	(19,467,531)	13%
Beginning Fund Balance	26,794,806	26,794,806	33,700,000	6,905,194	26%
Ending Fund Balance \$	-	-	-	-	

Budget Analysis:

Revenues increase \$25,754,974 (13%). Expenditures increase \$13,192,637 (16%). Beginning fund balance increases \$6,905,194 (26%).

Revenues increase due primarily to Taxes \$7,299,810 (5%), Intergovernmental Revenues \$425,200 (8%), and Operating Transfers In \$18,910,822 (55%) which are directly related to the increase in the County Cost Plan \$2.4 million, Liability Fund re-payment \$500,000 and Strategic Investment Program \$16 million. The increase in Taxes is primarily due to projected increase in the County's assessed value and expected increase in real property transfer tax. The increase in Intergovernmental Revenues is based on increasing trend in fiscal year 2018-19 in state sharing of liquor tax revenue and marijuana tax revenue. The Strategic Investment Program (SIP) revenue is considered discretionary (part of General Fund) and the transfer increases to support General Fund priorities, including PERS side account (\$8.2 million); Affordable Housing Support (\$4 million) and set aside for Board of Commissioner priorities (\$2 million). These increases are off-set by decreases in Licenses & Permits \$513,412 (20%), Charges for Services \$340,000 (10%) and Fines and Forfeitures \$222,851 (28%). The decrease in all categories are projected based on recent trends.

Expenditures increase due entirely to increase in Transfers to other funds \$13,192,637 (16%). Significant increases include the transfer to the PERS Revenue Stabilization Fund for the County's first investment in a PERS side account to reduce future PERS employer rate; an increase in transfer to General Capital Projects Fund to support various facilities capital projects; and an increase in the transfer to Series 2016 B FFCO Debt Service Fund which matches the debt service payment plan.

General Fund Transfers 100-1670

Budget Detail

Operating Transfers Out increase \$2,612,360 (16%) and are comprised of:

General Fund Transfer To	2018-19 Modified	2019-20 Proposed	\$ Change	% Change
Children and Family Services	\$ 186,250	236,250	50,000	27%
Road Fund	105,433	107,466	2,033	2%
Development Services	25,000	25,000	-	0%
Community Corrections	2,606,481	2,606,480	(1)	0%
Community Development Block Grant	150,000	170,000	20,000	13%
Developmental Disability Services		35,000	35,000	
Human Services	1,824,609	1,723,559	(101,050)	-6%
Aging Services	335,765	344,368	8,603	3%
Survey	72,945	72,945	-	0%
Miscellaneous Debt Service	5,727,600	5,869,491	141,891	2%
2016 FF&C General Facilities Capital Projects	1,424,112	1,425,013	901	0%
Housing Services	1,231,618	1,306,112	74,494	6%
Information Services Capital Acquisition	1,049,552	870,451	(179,101)	-17%
General Capital Projects	1,964,000	5,065,000	3,101,000	158%
Mental Health Crisis Services	400,000	400,000	-	0%
PERS Revenue Stabilization Fund	-	8,200,000	8,200,000	
Transfers Net of MSTIP & WCCLS Allocations	17,103,365	28,457,135	11,353,770	66%
MSTIP Portion of the 2016B FF&C	7,899,408	8,964,782	1,065,374	13%
Major Streets Transportaiton Program (MSTIP)	34,599,903	34,599,903	-	0%
Subtotal MSTIP Allocation	42,499,311	43,564,685	1,065,374	3%
Washington County Cooperative Library Services (WCCLS)	20,623,197	21,396,690	773,493	4%
Subtotal MSTIP & WCCLS Allocations	63,122,508	64,961,375	1,838,867	3%
Totals	\$ 80,225,873	\$ 93,418,510	2,612,360	16%

Lottery Program 156-1625

Budget Detail

This fund was created as result of House Bill 3188 which was passed during the 2011 legislative session. This bill requires counties to deposit lottery monies into a dedicated fund in the County budget. Video lottery revenue is received by each county from the state of Oregon as a transfer from the Oregon State Lottery fund. Lottery program revenues will be used to support projects, services, organizations and staff furthering economic development.

1. **Lottery (156-162505):** Provides financial accounting for lottery proceeds.

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Lottery	\$ 2,103,750	2,242,788	2,375,623	132,835	6%
Total	2,103,750	2,242,788	2,375,623	132,835	
by category					
Intergovernmental	2,103,750	2,103,750	2,375,623	271,873	13%
Total Revenues	2,103,750	2,103,750	2,375,623	271,873	13%
Materials & Services	160,600	160,600	263,853	103,253	64%
Other	162,672	162,672	200,000	37,328	23%
Operating Transfers Out	1,780,478	1,919,516	1,911,770	(7,746)	0%
subtotal	2,103,750	2,242,788	2,375,623	132,835	6%
Contingency	-	-	-	-	0%
Total Expenditures	2,103,750	2,242,788	2,375,623	132,835	6%
	Revenues under Expenditures	-	(139,038)	-	139,038 -100%
Beginning Fund Balance	-	139,038	-	(139,038)	-100%
	Ending Fund Balance \$	-	-	-	

Budget Analysis:

Revenues increase \$271,873 (13%). Expenditures increase \$132,835 (6%). Beginning fund balance decreases \$139,038 (100%).

On or before October 1 of each year, the County files a report with the Oregon Department of Administrative Services on the amounts received and their respective purpose and use. This information is posted on the Oregon Transparency Website.

Expenditures include support to the following:

Economic Development Studies	
This is a set aside for Board of Commissioner priorities. Potential projects include analysis and recommendations regarding County's role in a: economic development and b) workforce development.	
	\$ 200,000
Other Economic Development Organizations:	
Greater Portland Inc.	25,000
PSU Institute of Metropolitan Studies	6,000
Westside Economic Alliance	8,000
Aloha Business Association	2,000
Chambers of Commerce	2,200
Other Organizations:	
Historical Society (Washington County Museum)	200,000
SOLVE - Clean and Green Sponsorship	7,000
Tuesday Market Sponsorship	3,500
County Organizations:	
Community Engagement	350,000
County Administrative Office for staff working on a wide range of economic development topics	327,611
Land Use & Transportation Long Range Planning Division	934,959
Land Use & Transportation Land Development Division for Code Enforcement	299,200
Miscellaneous expenses for community events	10,153
Total Expenditures	\$ 2,375,623

This fund accounts for revenue associated with the Strategic Investment Program (SIP) agreements. This revenue source has been in place since the legislature first enacted SIP legislation in 1993 and is comprised of payments from companies receiving property tax exemptions under the state's Strategic Investment Plan. The purpose of the SIP is to promote economic development and create/retain jobs in areas where eligible projects are located. A company can apply for a property tax exemption for qualifying projects that equal or exceed \$100 million or \$25 million if the project is located in a rural area.

The County has three active SIP agreements: 1) a 2006 agreement with Genentech (2010-25); 2) a 2005 agreement with Intel (2010-25); and, 3) a 2014 agreement with Intel. Both the 2005 Intel and 2006 Genentech SIP agreements cover a 15-year period. The 2014 Intel SIP is a 30-year (2017-46) agreement with multiple investment packages each covering a 15-year period. The first 15-year investment package (2014A) commenced in 2016 with program revenues first received in fiscal year 2017-18.

1. **2006 Genentech** (204-164010): Provides financial accounting for proceeds and payments related to the Genentech SIP.
2. **2005 Intel** (204-164015): Provides financial accounting for proceeds and payments related to the 2005 Intel SIP.
3. **2014A Intel** (204-164030): Provides financial accounting for proceeds and payments related to the 2014A Intel SIP.
4. **SIP Administration** (204-164035): Interest earnings and capital outlay will be tracked in this program. SIP revenue will be received in the following programs: a) 2006 Genentech SIP (204-164010) covers the 15-year period from 2010-24, b) 2005 Intel SIP (204-164015) covers the 15-year period from 2010-24 and c) 2014A Intel SIP (204-164030) covers the period from 2017-31. Prior to 2017-18 all SIP revenue was transferred to the General Fund.

Strategic Investment Program 204-1640

Budget Detail

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
2006 Genentech	\$ -	-	616,292	616,292	0%
2005 Intel	-	-	24,887,489	24,887,489	0%
2014A Intel	-	-	10,207,219	10,207,219	0%
SIP Administration	44,116,175	44,116,175	19,825,116	(24,291,059)	-55%
Total	44,116,175	44,116,175	55,536,116	11,419,941	26%
by category					
Charges for Services	31,090,844	31,090,844	37,131,549	6,040,705	19%
Miscellaneous	472,866	472,866	289,000	(183,866)	-39%
Total Revenues	31,563,710	31,563,710	37,420,549	5,856,839	19%
Operating Transfers Out	21,000,000	21,000,000	36,000,000	15,000,000	71%
Capital Outlay	23,116,175	23,116,175	19,536,116	(3,580,059)	-15%
subtotal	44,116,175	44,116,175	55,536,116	11,419,941	26%
Contingency	-	-	-	-	0%
Total Expenditures	44,116,175	44,116,175	55,536,116	11,419,941	26%
Revenues under Expenditures	(12,552,465)	(12,552,465)	(18,115,567)	(5,563,102)	44%
Beginning Fund Balance	12,552,465	12,552,465	18,115,567	5,563,102	44%
Ending Fund Balance \$	-	-	-	-	

Budget Analysis:

Revenues increase \$5,856,839 (19%). Expenditures increase \$11,419,941 (26%). Beginning fund balance increases \$5,563,102 (44%).

Strategic Investment Program (SIP) revenues are discretionary and considered part of the General Fund. Revenues are expected to increase for all three SIP programs – 2006 Genentech \$16,713 (3%), 2005 Intel \$4,055,658 (19%) and 2014A Intel \$1,968,334 (20%).

Expenditures include a \$36 million transfer to the General Fund, which is an increase of \$16 million (80%) over fiscal year 2018-19. The transfer supports General Fund priorities, including PERS side account (\$8.2 million); Affordable Housing Development Support (\$4 million) and a set aside for other Board of Commissioner priorities (\$2 million). A decrease of \$1 million (100%) in transfer to Housing Service Fund is due to the Housing Opportunity Fund resources included in the fiscal year 2018-19 adopted budget being consolidated with additional General Fund resources in a new organization unit named Affordable Housing Development Support (100-1675) which includes \$4 million in the requested budget. These resources are available to support the creation of affordable housing and related services. The remaining \$19.5 million fund balance is appropriated as Capital Outlay and represents resources held for future transfers. All resources are fully appropriated to allow flexibility managing the fund. The fund balance is included in the General Fund reserve calculation.

The 2007 legislature approved the Gain Share program to allow local governments to share annually in state income tax revenues generated from jobs created under SIP agreements. The Gain Share program initially returned 50% of the state income tax revenue attributed to SIP project employment to taxing jurisdictions.

In June 2015, the legislature modified the Gain Share program with the passage of SB 129. The modification set the local share of the state income tax to 50% of the tax from new employment and 20% from retained employment, set a cap of \$16 million on the amount a county can receive each fiscal year, extended the program from 2019 to 2024 and changed the allocation mechanism from a separate shared services fund to a direct allocation by the Oregon Department of Revenue. Future allocations are subject to legislative modification.

Gain Share monies were earmarked by the Board for the Event Center and future Facilities capital projects. In 2016-17 the County issued Full Faith & Credit obligations backed by the future receipt of Gain Share revenue from the state through 2024. These future Gain Share monies will be transferred to the Miscellaneous Debt Service fund.

In fiscal year 2017-18 the Gain Share program was separated from the previous SIP and Gain Share Fund and set up as its own fund - Gain Share Fund with one program to account for payments made in accordance with the Board approved spending plan.

1. **Gain Share (205-164025):** Provides financial accounting for proceeds and payments related to Gain Share.

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Gain Share	\$ 11,951,530	11,951,530	12,966,019	1,014,489	8%
Total	11,951,530	11,951,530	12,966,019	1,014,489	
by category					
Intergovernmental	9,736,353	9,736,353	9,235,519	(500,834)	-5%
Miscellaneous	40,000	40,000	157,500	117,500	294%
Total Revenues	9,776,353	9,776,353	9,393,019	(383,334)	-4%
Operating Transfers Out	9,672,222	9,672,222	10,172,222	500,000	5%
Capital Outlay	2,279,308	2,279,308	2,793,797	514,489	23%
subtotal	11,951,530	11,951,530	12,966,019	1,014,489	8%
Contingency	-	-	-	-	0%
Total Expenditures	11,951,530	11,951,530	12,966,019	1,014,489	8%
Revenues under Expenditures	(2,175,177)	(2,175,177)	(3,573,000)	(1,397,823)	64%
Beginning Fund Balance	2,175,177	2,175,177	3,573,000	1,397,823	64%
Ending Fund Balance \$	-	-	-	-	

Budget Analysis:

Revenues decrease \$383,334 (4%). Expenditures increase \$1,014,489 (8%). Beginning fund balance increases \$1,397,823 (64%).

Revenues decrease is due primarily to new tax jurisdictions (Tualatin Soil & Water District and Hillsboro Urban Renewal Area) in the gain share covered area which will reduce Washington County's share of the gain share revenue in fiscal year 2019-20.

Expenditures increase is due primarily increase in transfer to Series 2016 B FFCO Debt Service Fund which matches the debt service plan. This year's budget includes a \$10.2 million transfer to support projects represented in the annual Gain Share plan presented to the Board of Commissioners (see table below). The remaining \$2.8 million is budgeted in Capital Outlay and represents funds held aside for future years. All resources are fully appropriated to allow flexibility managing the fund.

The beginning fund balance for FY 2019-20 is expected to be \$3,573,000.

Descriptions	\$ Amount
Beginning Fund Balance	3,573,000
Gain Share Revenue	9,235,519
Interest Earnings	157,500
Total Resources	12,966,019
Operating Transfers Out	10,172,222
Capital Outlay	2,793,797
Total Expenditures	\$ 12,966,019
Operating Transfer Out Detail	
Facilities Capital	1,500,000
ITS acquisitions, upgrades and replacements	1,000,000
Safe Routes to Schools	2,000,000
Traffic congestion & growth	600,000
Small Projects - Wood Smoke Reduction	350,000
Facilities Debt Service	4,722,222
Subtotal	10,172,222
Capital Outlay Detail	
Future projects	2,000,000
Unallocated; accumulated interest earnings	793,797
Subtotal	2,793,797
Total	\$ 12,966,019

Indirect Cost Recovery 222-3595

Budget Detail

This fund accounts for the indirect costs that are allocated to and recovered from operating departments in connection with the Countywide cost allocation plan. Monies received in this fund are in turn expended as reimbursements to the fund or cost center that provided the service.

- Indirect Cost Recovery (222-359505):** Provides financial accounting for the collection of indirect costs that are recovered through the Countywide cost allocation plan.

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Indirect Cost Recovery	\$ 22,798,257	22,798,257	26,322,953	3,524,696	15%
Total	22,798,257	22,798,257	26,322,953	3,524,696	
by category					
Intergovernmental	78,512	78,512	77,278	(1,234)	-2%
Interdepartmental	22,719,745	22,719,745	26,245,675	3,525,930	16%
Total Revenues	22,798,257	22,798,257	26,322,953	3,524,696	15%
Materials & Services	4,243,379	4,243,379	5,608,987	1,365,608	32%
Operating Transfers Out	18,554,878	18,554,878	20,713,966	2,159,088	12%
subtotal	22,798,257	22,798,257	26,322,953	3,524,696	15%
Contingency	-	-	-	-	0%
Total Expenditures	22,798,257	22,798,257	26,322,953	3,524,696	15%
Revenues under Expenditures	-	-	-	-	0%
Beginning Fund Balance	-	-	-	-	0%
Ending Fund Balance \$	-	-	-	-	

Budget Analysis:

Revenues increase \$3,524,696 (15%). Expenditures increase \$3,524,696 (15%).

The fiscal year 2019-20 County Cost Plan Recovery budget is allocating costs incurred during FY 2018-19.

Revenues and expenditures increases due primarily to the following increases in the FY 2018-19 adopted budget: 1) staff increases in County Emergency Management (1.00 FTE), Support Services Administration (0.50 FTE), Finance (1.00 FTE), Human Resources (3.00 FTE), Information Technology Services (4.00 FTE), Purchasing (1.00 FTE) and Facilities (6.00 FTE); 2) significant investments in hardware, network/security infrastructure, mobility tools, desk top applications and major software conversions; 3) various salary/market adjustments for all non-represented employees.

Materials and Supplies increase due to the transfer to Liability/Casualty fund \$1,365,608 to build fund balance and increase the reserves per the latest actuarial report. Operating Transfers Out increase due primarily to the transfer to the General Fund \$2,410,821 (17%), for the General Fund's share of County Cost Plan charges to special funds and a \$130,000 increase in the transfer to the Building Equipment Replacement fund. These are slightly offset by the \$327,428 (32%) decrease in the transfer to Miscellaneous Debt Service due to a refinancing in a prior year.



Service Districts

Enhanced Sheriff's Patrol District (ESPD)210-1680
Urban Road Maintenance District (URMD)214-6080
North Bethany County Service District for Roads215-6085
Service District for Lighting No. 1 (SDL No. 1)434-6090

SERVICE DISTRICTS

BUDGET OVERVIEW

Special district governments provide specific services that are not being supplied by existing general purpose governments. Most perform a single function, but in some instances, their enabling legislation allows them to provide several, usually related services.

Organization Unit	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Enhanced Sheriff's Patrol District	\$ 39,559,964	39,559,964	44,275,374	4,715,410	12%
Urban Road Maintenance District	15,258,092	15,258,092	16,359,293	1,101,201	7%
North Bethany County Service District for Roads	7,072,321	7,072,321	12,778,357	5,706,036	81%
Service District for Lighting No. 1	\$ 2,906,872	2,906,872	3,132,738	225,866	8%

Enhanced Sheriff's Patrol District (ESPD) 210-1680

Budget Detail

Enhanced Sheriff's Patrol District (ESPD) is a separate government jurisdiction. Fiscal year 2016-17 is the fourth year of a five-year, rate based local option levy passed by ESPD voters in November of 2012. The current levy of \$0.68 cents per \$1,000 of assessed value, when combined with the District's permanent rate of \$0.64 cents per \$1,000 of assessed value, provides \$1.32 per \$1,000 of assessed value to fund law enforcement patrol activity in the District.

1. **Enhanced Sheriff's Patrol District (210-168005):** This organization unit exists for the purpose of housing property tax revenues for the District and to disperse funds for ESPD operations.

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Enhanced Sheriff's Patrol District	\$ 39,559,964	39,559,964	44,275,374	4,715,410	12%
Total	39,559,964	39,559,964	44,275,374	4,715,410	12%
by category					
Taxes	26,481,429	26,481,429	27,873,164	1,391,735	5%
Intergovernmental	66,644	66,644	61,364	(5,280)	-8%
Charges for Services	57,011	57,011	22,457	(34,554)	-61%
Miscellaneous	161,733	161,733	398,010	236,277	146%
Total Revenues	26,766,817	26,766,817	28,354,995	1,588,178	6%
Materials & Services	28,373,082	28,373,082	29,582,392	1,209,310	4%
Operating Transfers Out	-	136,000	-	(136,000)	-100%
subtotal	28,373,082	28,509,082	29,582,392	1,073,310	4%
Contingency	11,186,882	11,050,882	14,692,982	3,642,100	33%
Total Expenditures	39,559,964	39,559,964	44,275,374	4,715,410	12%
Revenues under Expenditures	(12,793,147)	(12,793,147)	(15,920,379)	(3,127,232)	24%
Beginning Fund Balance	12,793,147	12,793,147	15,920,379	3,127,232	24%
Ending Fund Balance \$	-	-	-	-	

Budget Analysis:

Revenues increase \$1,588,178 (6%). Expenditures, excluding Contingency, increase \$1,073,310 (4%). Contingency increases \$3,642,100 (33%). Beginning fund balance increases \$3,127,232 (24%).

Taxes increase \$1.39 million and Miscellaneous (interest earnings) increase \$236,277 (146%) due to recent trends. These increases are off-set by decreases in Intergovernmental (Gain Share) \$5,280 (8%) and Charges for Services (Strategic Investment Program) \$34,554 (61%).

Materials & Services increase \$1,116,426 (4%) for funds transferred to District Patrol to support law enforcement services in the ESPD. This increase includes funding for a 2.00 FTE Deputy, 1.00 FTE Criminal Records Specialist, fleet operating costs, additional training and travel, County Cost Allocation Plan, information technology costs, three new vehicles and four replacement vehicles.

Beginning fund balance decreases due primarily to the tenant improvements to the Walnut Street Training Center. Contingency is available for unanticipated needs and future stability of service levels.

Urban Road Maintenance District (URMD) 214-6080

Budget Detail

The Urban Road Maintenance District (URMD) provides an enhanced level of road maintenance service including neighborhood street traffic calming on all access roads and all County roads except arterials and major collectors in the urban unincorporated areas of the County.

1. **Urban Road Maintenance Improvement District (214-608005):** This organization unit exists to depict property tax revenues for the District and the expenditure of funds for URMD maintenance and operations including bike and pedestrian (safety), improvement projects within the district.
2. **URMD Safety Improvements (214-608010):** This program houses funds used to fund planned public safety improvements on roads within the district.

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Urban Road Maintenance Improvement District	\$ 11,507,092	11,507,092	12,970,843	1,463,751	13%
URMD Safety Improvements	3,751,000	3,751,000	3,388,450	(362,550)	-10%
Total	15,258,092	15,258,092	16,359,293	1,101,201	7%
by category					
Taxes	4,884,491	4,884,491	4,884,680	189	0%
Charges for Services	18,000	18,000	16,000	(2,000)	-11%
Miscellaneous	168,186	168,186	279,500	111,314	66%
Total Revenues	5,070,677	5,070,677	5,180,180	109,503	2%
Materials & Services	5,570,600	5,570,600	4,036,900	(1,533,700)	-28%
Interdepartmental	1,372,969	1,372,969	1,313,764	(59,205)	-4%
Operating Transfers Out	29,467	29,467	1,974,139	1,944,672	6,599%
subtotal	6,973,036	6,973,036	7,324,803	351,767	5%
Contingency	8,285,056	8,285,056	9,034,490	749,434	9%
Total Expenditures	15,258,092	15,258,092	16,359,293	1,101,201	7%
Revenues under Expenditures	(10,187,415)	(10,187,415)	(11,179,113)	(991,698)	10%
Beginning Fund Balance	10,187,415	10,187,415	11,179,113	991,698	10%
Ending Fund Balance \$	-	-	-	-	

Budget Analysis:

Revenues increase \$109,503 (2%). Expenditures, excluding Contingency, increase \$351,767 (5%). Contingency increases \$749,434 (9%). Beginning fund balance increases \$991,698 (10%).

URMD Property Taxes increase \$109,680 (2%), over mid-year estimates but total revenues remain flat compared to the previous year's budgeted amount. The URMD also receives a small amount of revenue from the Community Service Fee, which is part of the active Strategic Investment Program (SIP) agreements between the County and Intel and Genentech.

Budgeted expenditures increase (5%), year-over-year due to increased spending on safety improvements recommended by the Urban Road Maintenance District Advisory Committee (URMDAC). Project delivery schedule variations also affect safety improvement expenditures totals from year to year.

URMD pavement conditions remain generally good--decreasing less than expected. The proposed budget continues funding for needed public safety improvements.

North Bethany County
 Service District for Roads 215-6085

Budget Detail

The North Bethany County Service District for Roads (North Bethany CSDR) was approved by voters in the May 2011 election. The District is authorized a permanent property tax rate of up to \$1.25 per \$1,000 assessed value to pay a portion of the cost of constructing roads to serve the North Bethany area. Additional funding is anticipated to come from a developer paid supplemental system development charge, developer paid transportation development taxes and other transportation funds.

1. **North Bethany County Service District (215-608505):** This organization unit exists for the purpose of housing property tax revenues for the District and to disperse funds for road construction activities.

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
North Bethany County Service District	\$ 7,072,321	7,072,321	12,778,357	5,706,036	81%
Total	7,072,321	7,072,321	12,778,357	5,706,036	
by category					
Taxes	600,000	600,000	602,000	2,000	0%
Miscellaneous	6,000	6,000	28,500	22,500	375%
Operating Transfers In	6,000,163	6,000,163	11,013,932	5,013,769	84%
Total Revenues	6,606,163	6,606,163	11,644,432	5,038,269	76%
Materials & Services	6,699,856	6,699,856	12,594,692	5,894,836	88%
Interdepartmental	162,465	162,465	138,865	(23,600)	-15%
Operating Transfers Out	-	-	24,800	24,800	0%
Capital Outlay	210,000	210,000	20,000	(190,000)	-90%
subtotal	7,072,321	7,072,321	12,778,357	5,706,036	81%
Contingency	-	-	-	-	0%
Total Expenditures	7,072,321	7,072,321	12,778,357	5,706,036	81%
Revenues under Expenditures	(466,158)	(466,158)	(1,133,925)	(667,767)	143%
Beginning Fund Balance	466,158	466,158	1,133,925	667,767	143%
Ending Fund Balance	-	-	-	-	

Budget Analysis:

Revenues increase \$5,038,269 (76%). Expenditures increase \$5,706,036 (81%). Beginning fund balance increases \$667,767 (143%).

Tax revenue estimates are similar to the budget for fiscal year 2018-19 as new development continues within the District. Operating Transfers In from the North Bethany System Development Charge Fund and from Transportation Development Tax are budgeted to assist with the construction of the Springville Road/Kaiser to Joss project currently in design and to provide flexibility in addressing future priority transportation projects within North Bethany.

Materials & Services increase significantly to reflect the need for professional services associated with the design and construction of the Springville Road/Kaiser to Joss project and to appropriate fund balance.

Interdepartmental expenditures are slightly lower based on staff time estimates. Capital outlay decreases \$190,000 due to timing for right of way acquisition necessary to complete the project as designed.

All resources are fully appropriated to allow for project flexibility.

Service District for Lighting No. 1 (SDL No. 1) 434-6090

Budget Detail

The Service District for Lighting No.1 (SDL No.1) provides neighborhood street lighting services for residents within the urban, unincorporated areas of Washington County. SDL No.1 operates on a fee for service basis. Assessments are billed on each property tax statement which benefits from the SDL services.

- Special Light District No. 1 (434-609005):** This organization unit exists for the purpose of housing revenue and expenditures for the District.

Program Description	Adopted	Modified	Proposed	Change	
	2018-19	2018-19	2019-20	\$	%
Special Light District No. 1	\$ 2,906,872	2,906,872	3,132,738	225,866	8%
Total	2,906,872	2,906,872	3,132,738	225,866	
by category					
Miscellaneous	1,939,500	1,939,500	2,154,500	215,000	11%
Total Revenues	1,939,500	1,939,500	2,154,500	215,000	11%
Materials & Services	2,020,450	2,020,450	2,020,450	-	0%
Interdepartmental	156,841	156,841	158,027	1,186	1%
Operating Transfers Out	8,383	8,383	6,330	(2,053)	-24%
subtotal	2,185,674	2,185,674	2,184,807	(867)	0%
Contingency	721,198	721,198	947,931	226,733	31%
Total Expenditures	2,906,872	2,906,872	3,132,738	225,866	8%
Revenues under Expenditures	(967,372)	(967,372)	(978,238)	(10,866)	1%
Beginning Fund Balance	967,372	967,372	978,238	10,866	1%
Ending Fund Balance \$	-	-	-	-	

Budget Analysis:

Revenues increase \$215,000 (11%). Contingency increases \$226,733 (31%). Beginning fund balance increases \$10,866 (1%).

Revenues increase due to addition of assessment areas.

Materials and Services (primarily utility costs) remain flat. PGE does not anticipate a rate increase at this time; and it is noteworthy that even as more lights are added, monthly energization costs continue to stabilize as more efficient LED lighting is installed. Transfers to Other Funds decreased \$2,053 (24%) due to allocation in the County Cost Plan.

REVENUES & EXPENDITURES

by Fund and Org Unit

	<u>Fund</u>	<u>Org Unit</u>	<u>Proposed Revenues</u>	<u>Proposed Expenditures</u>
<u>OPERATING BUDGET</u>				
GENERAL GOVERNMENT				
Direct Services				
Board of Commissioners	100	1010	\$ -	536,693
County Administrative Office	100	1510	372,611	2,926,509
County Counsel	100	2010	2,246	2,890,346
County Auditor	100	2510	-	686,817
Elections	100	3010	678,638	2,532,635
Assessment & Taxation	100	3020	2,747,100	12,800,107
Community Engagement	100	3110	350,000	869,686
			<u>4,150,595</u>	<u>23,242,793</u>
Support Services				
County Emergency Management	100	3210	342,000	1,096,702
Support Services Administration	100	3510	62,920	2,186,325
Finance	100	3515	201,500	3,190,379
Human Resources	100	3520	-	3,994,623
Information Technology Services	100	3525	1,110,000	19,958,504
Purchasing	100	3530	8,000	626,249
Facilities Management	100	3535	107,450	13,284,099
			<u>1,831,870</u>	<u>44,336,881</u>
		Total General Fund	<u>5,982,465</u>	<u>67,579,674</u>
Fleet Services	500	3540	5,350,062	5,684,728
Central Services	516	3545	1,895,665	2,060,336
		Total Special Funds	<u>7,245,727</u>	<u>7,745,064</u>
		TOTAL GENERAL GOVERNMENT	<u>\$ 13,228,192</u>	<u>75,324,738</u>

REVENUES & EXPENDITURES

by Fund and Org Unit

	<u>Fund</u>	<u>Org Unit</u>	<u>Proposed Revenues</u>	<u>Proposed Expenditures</u>
PUBLIC SAFETY & JUSTICE				
Sheriff's Office Administration	100	4010	\$ 485,366	6,188,105
Law Enforcement	100	4020	4,558,889	25,908,563
Jail	100	4030	4,587,494	30,620,760
Jail Health Care	100	4035	106,500	5,643,258
District Attorney	100	4510	3,375,214	14,624,418
Juvenile	100	5010	15,000	7,828,921
Juvenile Administration	100	5030	170,083	1,628,510
Justice Court	100	8010	2,040,500	911,455
			<hr/>	<hr/>
		Total General Fund	15,339,046	93,353,990
			<hr/>	<hr/>
Law Library	176	8510	380,572	1,263,811
District Patrol	182	4020	29,657,742	29,657,742
Sheriff's Contract Services	186	4060	1,345,255	1,345,255
Community Corrections	188	5510	20,602,690	23,970,436
Juvenile Grants	196	5040	867,678	939,730
Juvenile Conciliation Services	197	5020	585,937	733,239
Court Security	202	4040	385,000	1,259,141
Grants & Donations	224	4050	2,224,412	2,224,412
Jail Commissary	226	4030	297,000	1,206,812
Juvenile High Risk Prevention Funds	228	5050	2,140,532	3,029,945
LOL Administration	234	1690	27,739,305	16,239,731
LOL Sheriff's Administration	234	4010	-	2,368,447
LOL Law Enforcement	234	4020	37,000	13,456,867
LOL Jail	234	4030	-	3,196,718
LOL District Attorney	234	4510	544,907	3,892,157
LOL Juvenile	234	5010	17,000	1,811,049
LOL Community Corrections	234	5515	-	5,111,406
Civil Forfeitures	238	4090	5,551	560,567
			<hr/>	<hr/>
		Total Special Funds	86,830,581	112,267,465
			<hr/>	<hr/>
		TOTAL PUBLIC SAFETY & JUSTICE	\$ 102,169,627	205,621,455
			<hr/>	<hr/>

REVENUES & EXPENDITURES

by Fund and Org Unit

	<u>Fund</u>	<u>Org Unit</u>	<u>Proposed Revenues</u>	<u>Proposed Expenditures</u>
LAND USE & TRANSPORTATION				
Long Range Planning	100	6010	\$ 3,367,100	4,768,443
Watermaster	100	9610	145,278	218,436
Total General Fund			3,512,378	4,986,879
Engineering Services	168	6030	2,623,859	9,801,904
Administration	168	6040	1,357,369	3,720,985
Road Fund Administration	168	6045	50,193,000	36,054,768
Capital Project Management	168	6050	7,685,762	7,962,959
Operations & Maintenance	168	6060	2,091,901	35,731,849
Public Land Corner	170	6030	700,500	2,814,588
Current Planning	172	6020	2,505,739	5,250,892
Building Services	174	6020	8,454,732	23,504,780
Statewide Transportation Improvement	209	6070	2,164,636	2,164,636
Maintenance Improvement	212	6075	43,300	355,958
Surveyor	216	6030	686,160	1,685,163
Total Special Funds			78,506,958	129,048,482
TOTAL LAND USE & TRANSPORTATION			82,019,336	134,035,361
HOUSING, HEALTH & HUMAN SERVICES				
Affordable Housing Development Support	100	1675	-	4,000,000
Public Health	100	7030	15,946,149	21,063,191
HHS Administration	100	7040	1,053,654	2,164,797
Animal Services	100	7090	1,692,700	2,999,645
Veteran Services	100	7510	293,482	1,256,749
Total General Fund			18,985,985	31,484,382
Community Development Block Grant	164	9010	4,146,825	4,458,208
Children, Youth & Families	166	7050	5,201,326	5,814,674
Developmental Disabilities	191	7065	11,463,242	11,463,242
Human Services	192	7060	48,778,628	54,543,011
Oregon Health Plan	193	7080	135,000	5,424,319
Mental Health HB 2145	194	7070	-	1,471,416
Health Share of Oregon	195	7085	11,975,444	18,757,491
Aging Services	198	7520	5,259,510	5,809,498
Mental Health Crisis Services	199	7089	5,293,307	7,330,497
Tri-County Risk Reserve	207	7086	-	10,500,000
Emergency Medical Services	208	7010	612,087	1,437,039
Metro Affordable Housing Bond	219	6520	45,350,272	45,450,272
Housing Services	218	6510	10,766,553	11,221,866

REVENUES & EXPENDITURES

by Fund and Org Unit

	<u>Fund</u>	<u>Org Unit</u>	<u>Proposed Revenues</u>	<u>Proposed Expenditures</u>
HOME	220	9020	4,711,893	4,711,893
Air Quality	244	9030	830,685	1,494,105
			<u>154,524,772</u>	<u>189,887,531</u>
Total Special Funds				
TOTAL HOUSING, HEALTH & HUMAN SERVICES			<u>\$ 173,510,757</u>	<u>221,371,913</u>

REVENUES & EXPENDITURES

by Fund and Org Unit

	<u>Fund</u>	<u>Org Unit</u>	<u>Proposed Revenues</u>	<u>Proposed Expenditures</u>
CULTURE, EDUCATION & RECREATION				
Parks	100	3560	\$ 1,051,725	1,505,782
Extension Services	100	9510	20,000	559,929
Total General Fund			<u>1,071,725</u>	<u>2,065,711</u>
Metzger Park	162	3560	106,828	173,143
Cooperative Library Services	184	9710	36,011,719	45,677,854
West Slope Library	185	9710	911,801	1,427,020
County Fair Complex	200	9810	4,933,487	6,995,878
Transient Lodging Tax	240	1655	3,923,923	5,336,826
Total Special Funds			<u>45,887,758</u>	<u>59,610,721</u>
TOTAL CULTURAL EDUCATION & RECREATION			<u>46,959,483</u>	<u>61,676,432</u>
NON-DEPARTMENTAL				
Non-departmental	100	1620	100,000	3,015,187
General Fund Contingency	100	1630	-	8,946,046
Community Network	100	1696	-	679,500
Total General Fund			<u>100,000</u>	<u>12,640,733</u>
TOTAL NON-DEPARTMENTAL			<u>100,000</u>	<u>12,640,733</u>
TOTAL OPERATING BUDGET			<u>\$ 417,987,395</u>	<u>710,670,632</u>

REVENUES & EXPENDITURES

by Fund and Org Unit

	<u>Fund</u>	<u>Org Unit</u>	<u>Proposed Revenues</u>	<u>Proposed Expenditures</u>
<u>CAPITAL BUDGET</u>				
FACILITIES & TECHNOLOGY				
2016 FF&C Facilities Capital Projects	353	3580	\$ 52,500	3,732,125
ITS Capital Projects	354	3580	5,779,860	8,034,428
Facilities Park SDC	355	3580	9,240	84,020
Facilities Capital Projects	356	3580	8,627,000	11,393,200
Parks & Open Spaces Opportunity	357	3580	5,250	352,368
Emergency Communications System	359	3580	700,000	28,700,000
Event Center	380	9820	7,280,000	40,575,728
			<u>22,453,850</u>	<u>92,871,869</u>
Total Special Funds				
TOTAL FACILITIES & TECHNOLOGY			<u>22,453,850</u>	<u>92,871,869</u>
TRANSPORTATION				
Countywide Traffic Impact Fee	360	6065	534,737	1,613,145
Major Streets Transportation Improvement Program (MSTIP)	362	6065	72,379,125	171,151,422
Road Capital Projects	368	6065	24,711,516	37,076,030
Transportation Development Tax	374	6065	7,426,755	52,696,947
North Bethany SDC	376	6065	1,966,500	7,628,491
Bonny Slope West SDC	378	6065	522,000	1,392,500
			<u>107,540,633</u>	<u>271,558,535</u>
Total Special Funds				
TOTAL TRANSPORTATION			<u>107,540,633</u>	<u>271,558,535</u>
TOTAL CAPITAL BUDGET			<u>129,994,483</u>	<u>364,430,404</u>
<u>NON-OPERATING BUDGET</u>				
DEBT & OTHER FINANCING				
General Obligation Bonds	304	3585	4,533,659	4,562,358
Series 2016B FF&C	305	3585	16,143,854	18,751,707
Miscellaneous Debt	306	3585	6,996,761	7,032,275
			<u>27,674,274</u>	<u>30,346,340</u>
Total Special Funds				
TOTAL DEBT & OTHER FINANCING			<u>\$ 27,674,274</u>	<u>30,346,340</u>

REVENUES & EXPENDITURES

by Fund and Org Unit

	<u>Fund</u>	<u>Org Unit</u>	<u>Proposed Revenues</u>	<u>Proposed Expenditures</u>
RISK MANAGEMENT/INSURANCE				
Liability/Casualty Insurance	504	3570	\$ 5,874,987	7,435,163
Life Insurance	506	3570	504,939	620,923
Workers Compensation Insurance	508	3570	2,272,376	4,663,142
Medical Insurance	510	3570	40,222,415	41,619,617
Unemployment Insurance	512	3570	85,416	783,209
PERS Employer Stabilization	524	1615	8,300,000	15,079,244
			<u>57,260,133</u>	<u>70,201,298</u>
Total Special Funds				
TOTAL RISK MANAGEMENT/INSURANCE			<u>57,260,133</u>	<u>70,201,298</u>
REPLACEMENT/RESERVE				
Revenue Stabilization	105	1660	-	11,615,588
Animal Services Gifts & Donations	154	7095	473,428	973,306
Building Equipment Replacement	232	3555	2,296,155	2,835,402
ITS Systems Replacement	242	3526	878,235	2,233,803
Fleet Replacement	502	3541	6,308,909	18,562,070
			<u>9,956,727</u>	<u>36,220,169</u>
Total Special Funds				
TOTAL REPLACEMENT/RESERVE			<u>9,956,727</u>	<u>36,220,169</u>
MISCELLANEOUS				
General Fund Transfers	100	1670	226,838,280	93,418,510
			<u>226,838,280</u>	<u>93,418,510</u>
Total General Fund				
Lottery Program	156	1625	2,375,623	2,375,623
Strategic Investment Program	204	1640	37,420,549	55,536,116
Gain Share	205	1640	9,393,019	12,966,019
Indirect Cost Recovery	222	3595	26,322,953	26,322,953
			<u>75,512,144</u>	<u>97,200,711</u>
Total Special Funds				
TOTAL MISCELLANEOUS			<u>302,350,424</u>	<u>190,619,221</u>
TOTAL NON-OPERATING			<u>397,241,558</u>	<u>327,387,028</u>
TOTAL BUDGET			<u>\$ 945,223,436</u>	<u>1,402,488,064</u>

APPROPRIATIONS BY FUND

FUND DESCRIPTION	FUND	PROPOSED EXPENDITURES	PROPOSED REVENUE	BEGINNING BALANCE	TOTAL RESOURCES
General Fund	100	\$ 305,529,879	271,829,879	67,400,000	339,229,879
Revenue Stabilization	105	11,615,588	-	11,615,588	11,615,588
Animal Services Gifts & Donations	154	973,306	473,428	499,878	973,306
Lottery Program	156	2,375,623	2,375,623	-	2,375,623
Metzger Park	162	173,143	106,828	66,315	173,143
Community Development Block Grant	164	4,458,208	4,146,825	311,383	4,458,208
Children, Youth & Families	166	5,814,674	5,201,326	613,348	5,814,674
Road Fund					
Engineering Services	168	9,801,904	2,623,859	-	2,623,859
Administration	168	3,720,985	1,357,369	29,320,574	30,677,943
Road Fund Administration	168	36,054,768	50,193,000	-	50,193,000
Capital Project Management	168	7,962,959	7,685,762	-	7,685,762
Operations & Maintenance	168	35,731,849	2,091,901	-	2,091,901
	168	93,272,465	63,951,891	29,320,574	93,272,465
Public Land Corner	170	2,814,588	700,500	2,114,088	2,814,588
Current Planning	172	5,250,892	2,505,739	2,745,153	5,250,892
Building Services	174	23,504,780	8,454,732	15,050,048	23,504,780
Law Library	176	1,263,811	380,572	883,239	1,263,811
District Patrol	182	29,657,742	29,657,742	-	29,657,742
Cooperative Library Services	184	45,677,854	36,011,719	9,666,135	45,677,854
West Slope Library	185	1,427,020	911,801	515,219	1,427,020
Sheriff's Contract Services	186	1,345,255	1,345,255	-	1,345,255
Community Corrections	188	23,970,436	20,602,690	3,367,746	23,970,436
Developmental Disabilities	191	11,463,242	11,463,242	-	11,463,242
Human Services	192	54,543,011	48,778,628	5,764,383	54,543,011
Oregon Health Plan	193	5,424,319	135,000	5,289,319	5,424,319
Mental Health HB 2145	194	1,471,416	-	1,471,416	1,471,416
Health Share of Oregon	195	18,757,491	11,975,444	6,782,047	18,757,491
Juvenile Grants	196	939,730	867,678	72,052	939,730
Juvenile Conciliation Services	197	733,239	585,937	147,302	733,239
Aging Services	198	5,809,498	5,259,510	549,988	5,809,498
Mental Health Crisis Services	199	7,330,497	5,293,307	2,037,190	7,330,497
County Fair Complex	200	6,995,878	4,933,487	2,062,391	6,995,878
Court Security	202	1,259,141	385,000	874,141	1,259,141
Strategic Investment Program	204	55,536,116	37,420,549	18,115,567	55,536,116
Gain Share	205	12,966,019	9,393,019	3,573,000	12,966,019
Tri-County Risk Reserve	207	10,500,000	-	10,500,000	10,500,000
Emergency Medical Services	208	1,437,039	612,087	824,952	1,437,039
Statewide Transportation Improvement	209	2,164,636	2,164,636	-	2,164,636
Maintenance Improvement	212	355,958	43,300	312,658	355,958
Surveyor	216	1,685,163	686,160	999,003	1,685,163

APPROPRIATIONS BY FUND

FUND DESCRIPTION	FUND	PROPOSED EXPENDITURES	PROPOSED REVENUE	BEGINNING BALANCE	TOTAL RESOURCES
Housing Services	218	11,221,866	10,766,553	455,313	11,221,866
Metro Affordable Housing Bond	219	45,450,272	45,350,272	100,000	45,450,272
HOME	220	4,711,893	4,711,893	-	4,711,893
Indirect Cost Recovery	222	26,322,953	26,322,953	-	26,322,953
Grants & Donations	224	2,224,412	2,224,412	-	2,224,412
Jail Commissary	226	1,206,812	297,000	909,812	1,206,812
Juvenile High Risk Prevention Funds	228	\$ 3,029,945	2,140,532	889,413	3,029,945
Building Equipment Replacement	232	\$ 2,835,402	2,296,155	539,247	2,835,402
Local Option Levy	234	46,076,375	28,338,212	17,738,163	46,076,375
Civil Forfeitures	238	560,567	5,551	555,016	560,567
Transient Lodging Tax	240	5,336,826	3,923,923	1,412,903	5,336,826
ITS Systems Replacement	242	2,233,803	878,235	1,355,568	2,233,803
Air Quality	244	1,494,105	830,685	663,420	1,494,105
General Obligation Bonds	304	4,562,358	4,533,659	28,699	4,562,358
Series 2016B FF&C	305	18,751,707	16,143,854	2,607,853	18,751,707
Miscellaneous Debt	306	7,032,275	6,996,761	35,514	7,032,275
2016 FF&C Facilities Capital Projects	353	3,732,125	52,500	3,679,625	3,732,125
ITS Capital Projects	354	8,034,428	5,779,860	2,254,568	8,034,428
Facilities Park SDC	355	84,020	9,240	74,780	84,020
Facilities Capital Projects	356	11,393,200	8,627,000	2,766,200	11,393,200
Parks & Open Spaces Opportunity	357	352,368	5,250	347,118	352,368
Emergency Communications System	359	28,700,000	700,000	28,000,000	28,700,000
Countywide Traffic Impact Fee	360	1,613,145	534,737	1,078,408	1,613,145
Major Streets Transportation Improvement Program (MSTIP)	362	171,151,422	72,379,125	98,772,297	171,151,422
Road Capital Projects	368	37,076,030	24,711,516	12,364,514	37,076,030
Transportation Development Tax	374	52,696,947	7,426,755	45,270,192	52,696,947
North Bethany SDC	376	7,628,491	1,966,500	5,661,991	7,628,491
Bonny Slope West SDC	378	1,392,500	522,000	870,500	1,392,500
Event Center	380	40,575,728	7,280,000	33,295,728	40,575,728
Fleet Services	500	5,684,728	5,350,062	334,666	5,684,728
Fleet Replacement	502	18,562,070	6,308,909	12,253,161	18,562,070
Liability/Casualty Insurance	504	7,435,163	5,874,987	1,560,176	7,435,163
Life Insurance	506	620,923	504,939	115,984	620,923
Workers Compensation Insurance	508	4,663,142	2,272,376	2,390,766	4,663,142
Medical Insurance	510	41,619,617	40,222,415	1,397,202	41,619,617
Unemployment Insurance	512	783,209	85,416	697,793	783,209
Central Services	516	2,060,336	1,895,665	164,671	2,060,336
PERS Employer Stabilization	524	15,079,244	8,300,000	6,779,244	15,079,244
Total County Budget		<u>\$ 1,402,488,064</u>	<u>945,223,436</u>	<u>490,964,628</u>	<u>1,436,188,064</u>

APPROPRIATIONS BY FUND

FUND DESCRIPTION	FUND	PROPOSED EXPENDITURES	PROPOSED REVENUE	BEGINNING BALANCE	TOTAL RESOURCES
Service Districts					
Enhanced Sheriff's Patrol District (ESPD)	210	\$ 44,275,374	28,354,995	15,920,379	44,275,374
Urban Road Maintenance District (URMD)	214	16,359,293	5,180,180	11,179,113	16,359,293
North Bethany County Service District for Roads (North Bethany CSDR)	215	12,778,357	11,644,432	1,133,925	12,778,357
Service District for Lighting No. 1 (SDL No. 1)	434	\$ 3,132,738	2,154,500	978,238	3,132,738

PERMANENT POSITIONS

by Organization Unit

	Fund	Org Unit	Adopted 2017-18	Adopted 2018-19	Modified 2018-19	Proposed 2019-20
OPERATING BUDGET						
GENERAL GOVERNMENT						
Direct Services						
Board of Commissioners	100	1010	5.00	5.00	5.00	5.00
County Administrative Office	100	1510	12.88	13.00	16.00	16.00
County Counsel	100	2010	15.00	15.00	15.00	15.00
County Auditor	100	2510	3.00	3.00	3.00	4.00
Elections	100	3010	9.75	9.75	10.00	10.00
Assessment & Taxation	100	3020	101.00	105.00	105.00	108.50
Community Engagement	100	3110	5.00	5.00	5.00	6.00
Total Direct Services			151.63	155.75	159.00	164.50
Support Services						
County Emergency Management	100	3210	5.00	6.00	6.00	6.00
Support Services Administration	100	3510	8.00	9.50	9.50	13.00
Finance	100	3515	18.00	17.00	17.00	18.00
Human Resources	100	3520	20.00	23.00	26.00	26.00
Information Technology Services	100	3525	77.00	81.00	81.00	83.75
Purchasing	100	3530	4.00	5.00	5.00	5.00
Facilities Management	100	3535	44.80	50.80	50.80	53.00
Fleet Services	500	3540	16.00	17.00	17.00	21.00
Central Services	516	3545	7.00	7.00	7.00	7.00
Total Support Services			199.80	216.30	219.30	232.75
GENERAL GOVERNMENT			351.43	372.05	378.30	397.25

PERMANENT POSITIONS

by Organization Unit

	Fund	Org Unit	Adopted 2017-18	Adopted 2018-19	Modified 2018-19	Proposed 2019-20
PUBLIC SAFETY & JUSTICE						
Sheriff's Office Administration	100	4010	33.75	34.00	34.00	33.75
Law Enforcement	100	4020	145.90	149.40	149.40	153.40
Jail	100	4030	180.50	192.50	192.50	198.75
District Attorney	100	4510	88.90	91.90	92.90	97.00
Juvenile	100	5010	38.50	39.00	39.50	40.50
Juvenile Administration	100	5030	11.50	11.50	11.50	12.00
Justice Court	100	8010	8.00	8.00	8.00	8.00
Law Library	176	8510	3.00	3.00	3.00	3.00
District Patrol	182	4020	139.60	140.60	140.60	143.60
Sheriff's Contract Services	186	4060	4.00	4.00	4.00	4.00
Community Corrections	188	5510	99.00	106.00	106.00	107.00
Juvenile Grants	196	5040	5.00	4.00	4.40	4.40
Juvenile Conciliation Services	197	5020	4.50	4.50	4.80	4.80
Jail Commissary	226	4030	1.00	1.00	1.00	1.00
Juvenile High Risk Prevention Funds	228	5050	12.50	11.00	12.25	11.75
LOL Sheriff's Administration	234	4010	7.00	7.00	7.00	15.00
LOL Law Enforcement	234	4020	60.25	61.75	61.75	62.75
LOL Jail	234	4030	14.50	14.50	14.50	15.50
LOL District Attorney	234	4510	23.30	23.30	23.30	25.30
LOL Juvenile	234	5010	9.50	9.50	10.00	11.00
LOL Community Corrections	234	5515	32.50	30.00	30.00	31.00
PUBLIC SAFETY & JUSTICE			922.70	946.45	950.40	983.50
LAND USE & TRANSPORTATION						
Long Range Planning	100	6010	26.22	26.22	26.22	26.08
Watermaster	100	9610	1.94	1.94	1.94	1.94
Engineering Services	168	6030	46.18	46.63	46.63	48.58
Administration	168	6040	18.00	18.60	18.60	20.20
Capital Project Management	168	6050	44.50	45.05	46.05	47.05
Operations & Maintenance	168	6060	103.00	105.00	107.00	107.00
Public Land Corner	170	6030	4.77	3.77	3.77	3.79
Current Planning	172	6020	23.08	23.08	23.08	21.98
Building Services	174	6020	63.72	63.72	63.72	63.96
Surveyor	216	6030	4.56	4.56	4.56	4.58
LAND USE & TRANSPORTRATION			335.97	338.57	341.57	345.16

PERMANENT POSITIONS

by Organization Unit

	Fund	Org Unit	Adopted 2017-18	Adopted 2018-19	Modified 2018-19	Proposed 2019-20
HOUSING, HEALTH & HUMAN SERVICES						
Housing						
Community Development Block Grant	164	9010	4.53	5.28	5.28	6.28
Housing Services	218	6510	37.00	38.80	39.80	42.80
HOME	220	9020	1.17	1.17	1.17	1.17
Air Quality	244	9030	1.30	1.30	1.30	1.30
		Total Housing	44.00	46.55	47.55	51.55
Health & Human Services						
Public Health	100	7030	110.50	118.70	120.70	124.85
HHS Administration	100	7040	13.90	13.90	13.90	14.90
Animal Services	100	7090	24.00	25.00	25.00	25.00
Veteran Services	100	7510	10.45	10.45	10.45	10.65
Children, Youth & Families	166	7050	5.00	5.00	6.00	6.00
Developmental Disabilities	191	7065	-	-	-	77.80
Human Services	192	7060	84.40	97.99	98.99	32.93
Health Share of Oregon	195	7085	26.60	31.81	33.81	33.27
Aging Services	198	7520	15.30	17.05	18.30	19.10
Emergency Medical Services	208	7010	2.60	2.60	2.60	3.25
		Total Health & Human Services	292.75	322.50	329.75	347.75
		HOUSING, HEALTH & HUMAN SERVICES	336.75	369.05	377.30	399.30
CULTURE, EDUCATION & RECREATION						
Parks	100	3560	8.00	8.00	8.00	8.90
Metzger Park	162	3560	0.20	0.20	0.20	0.10
Cooperative Library Services	184	9710	32.50	34.50	34.50	35.50
West Slope Library	185	9710	6.00	6.00	6.00	6.00
County Fair Complex	200	9810	9.65	8.65	8.65	12.65
		TOTAL CULTURE, EDUCATION & RECREATION	56.35	57.35	57.35	63.15
		TOTAL BUDGET	2,003.20	2,083.47	2,104.92	2,188.36

PERMANENT POSITIONS

by Fund and Org Unit

	<u>Org Unit</u>	<u>FUND</u>	<u>Adopted 2017-18</u>	<u>Adopted 2018-19</u>	<u>Modified 2018-19</u>	<u>Proposed 2019-20</u>
General Fund		100	1,030.49	1,078.56	1,088.31	1,124.97
Board of Commissioners	1010		5.00	5.00	5.00	5.00
County Administrative Office	1510		12.88	13.00	16.00	16.00
County Counsel	2010		15.00	15.00	15.00	15.00
County Auditor	2510		3.00	3.00	3.00	4.00
Elections	3010		9.75	9.75	10.00	10.00
Assessment & Taxation	3020		101.00	105.00	105.00	108.50
Community Engagement	3110		5.00	5.00	5.00	6.00
County Emergency Management	3210		5.00	6.00	6.00	6.00
Support Services Administration	3510		8.00	9.50	9.50	13.00
Finance	3515		18.00	17.00	17.00	18.00
Human Resources	3520		20.00	23.00	26.00	26.00
Information Technology Services	3525		77.00	81.00	81.00	83.75
Purchasing	3530		4.00	5.00	5.00	5.00
Facilities Management	3535		44.80	50.80	50.80	53.00
Sheriff's Office Administration	4010		33.75	34.00	34.00	33.75
Law Enforcement	4020		145.90	149.40	149.40	153.40
Jail	4030		180.50	192.50	192.50	198.75
District Attorney	4510		88.90	91.90	92.90	97.00
Juvenile	5010		38.50	39.00	39.50	40.50
Juvenile Administration	5030		11.50	11.50	11.50	12.00
Justice Court	8010		8.00	8.00	8.00	8.00
Long Range Planning	6010		26.22	26.22	26.22	26.08
Watermaster	9610		1.94	1.94	1.94	1.94
Public Health	7030		110.50	118.70	120.70	124.85
HHS Administration	7040		13.90	13.90	13.90	14.90
Animal Services	7090		24.00	25.00	25.00	25.00
Veteran Services	7510		10.45	10.45	10.45	10.65
Parks	3560		8.00	8.00	8.00	8.90
subtotal - General Fund		100	1,030.49	1,078.56	1,088.31	1,124.97

PERMANENT POSITIONS

by Fund and Org Unit

	<u>Org Unit</u>	<u>FUND</u>	<u>Adopted 2017-18</u>	<u>Adopted 2018-19</u>	<u>Modified 2018-19</u>	<u>Proposed 2019-20</u>
Metzger Park		162	0.20	0.20	0.20	0.10
Community Development Block Grant		164	4.53	5.28	5.28	6.28
Children, Youth & Families		166	5.00	5.00	6.00	6.00
Road Fund		168	211.68	215.28	218.28	222.83
Public Land Corner		170	4.77	3.77	3.77	3.79
Current Planning		172	23.08	23.08	23.08	21.98
Building Services		174	63.72	63.72	63.72	63.96
Law Library		176	3.00	3.00	3.00	3.00
District Patrol		182	139.60	140.60	140.60	143.60
Cooperative Library Services		184	32.50	34.50	34.50	35.50
West Slope Library		185	6.00	6.00	6.00	6.00
Sheriff's Contract Services		186	4.00	4.00	4.00	4.00
Community Corrections		188	99.00	106.00	106.00	107.00
Developmental Disabilities		191	-	-	-	77.80
Human Services		192	84.40	97.99	98.99	32.93
Health Share of Oregon		195	26.60	31.81	33.81	33.27
Juvenile Grants		196	5.00	4.00	4.40	4.40
Juvenile Conciliation Services		197	4.50	4.50	4.80	4.80
Aging Services		198	15.30	17.05	18.30	19.10
County Fair Complex		200	9.65	8.65	8.65	12.65
Emergency Medical Services		208	2.60	2.60	2.60	3.25
Surveyor		216	4.56	4.56	4.56	4.58
Housing Services		218	37.00	38.80	39.80	42.80
HOME		220	1.17	1.17	1.17	1.17
Jail Commissary		226	1.00	1.00	1.00	1.00
Juvenile High Risk Prevention Funds		228	12.50	11.00	12.25	11.75
Local Option Levy		234	147.05	146.05	146.55	160.55
Air Quality		244	1.30	1.30	1.30	1.30
Fleet Services		500	16.00	17.00	17.00	21.00
Central Services		516	7.00	7.00	7.00	7.00
Total			<u>2,003.20</u>	<u>2,083.47</u>	<u>2,104.92</u>	<u>2,188.36</u>

ASSESSED VALUE & PROPERTY TAXES

DESCRIPTION	Actual						PROJECTED
	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20
ASSESSED VALUE⁽¹⁾ NET OF URBAN RENEWAL EXCESS							
County	\$ 50,893,543,732	53,175,317,137	56,588,462,024	58,892,655,544	61,647,666,851	64,111,920,830	66,676,397,663
County - after	-	-	-	59,228,935,737	62,120,583,287	64,759,188,181	67,349,555,708
County - after 1/1/2013 (149)	50,975,829,129	53,325,861,950	56,814,442,240	59,446,698,455	62,340,647,387	64,974,312,732	67,573,285,241
ESPD	16,623,673,898	17,249,879,456	18,181,492,232	18,181,492,232	19,956,276,782	20,960,310,770	21,798,723,201
North Bethany CSDR	28,183,128	43,793,112	80,726,779	80,726,779	340,158,526	474,359,630	493,334,015
URMD	16,623,673,898	17,249,879,456	18,181,492,232	18,181,492,232	19,956,276,782	20,960,301,770	21,798,713,841
% CHANGE IN ASSESSED VALUE FROM PRIOR YEAR							
County	3.58%	4.48%	6.42%	4.07%	4.68%	4.00%	4.00%
County - after	-	-	-	-	4.88%	4.25%	4.00%
County - after 1/1/2013 (149)	3.64%	4.61%	6.54%	4.63%	4.87%	4.22%	4.00%
ESPD	3.60%	3.77%	5.40%	4.83%	4.71%	5.03%	4.00%
North Bethany CSDR	7.30%	55.39%	84.34%	148.77%	69.38%	39.45%	4.00%
URMD	3.60%	3.77%	5.40%	4.83%	4.71%	5.03%	4.00%
TAX RATES							
County - perm rate	\$ 2.2484	2.2484	2.2484	2.2484	2.2484	2.2484	2.2484
Public Safety - LOL ⁽³⁾	0.4200	0.4200	0.4200	0.4200	0.4200	0.4200	0.4200
WCCLS - LOL ⁽⁴⁾	0.1700	0.1700	0.1700	0.2200	0.2200	0.2200	0.2200
Bonds ⁽⁵⁾	0.1292	-	-	0.0709	0.0700	0.0699	0.0699
Total County	2.9676	2.8384	2.8384	2.9593	2.9584	2.9583	2.9583
ESPD - perm rate	0.6365	0.6365	0.6365	0.6365	0.6365	0.6365	0.6365
ESPD - LOL ⁽²⁾	0.6800	0.6800	0.6800	0.6800	0.6800	0.6800	0.6800
Total ESPD	1.3165	1.3165	1.3165	1.3165	1.3165	1.3165	1.3165
NBCSDR - perm rate	1.2500	1.2500	1.2500	1.2500	1.2500	1.2500	1.2500
URMD - perm rate	0.2456	0.2456	0.2456	0.2456	0.2456	0.2456	0.2456
TAXES LEVIED (includes compression loss and adjustments for tax computations)							
County - perm rate	114,428,512	119,560,091	127,234,011	132,415,432	138,608,207	144,151,229	149,917,199
Bonds ⁽⁵⁾	6,572,131	-	-	4,199,498	4,348,524	4,526,734	4,200,178
Additional taxes/penalties	1,061,393	1,133,391	957,489	939,016	1,257,110	1,326,314	1,326,314
subtotal - County before	122,062,036	120,693,483	128,191,500	137,553,946	144,213,841	150,004,277	155,443,691
Public safety ⁽³⁾ - after	21,167,358	22,179,218	23,603,851	24,736,596	25,931,392	26,979,255	28,140,005
WCCLS - LOL ⁽⁴⁾	8,567,740	8,977,303	9,553,940	12,957,265	13,583,110	14,131,991	14,740,003
subtotal - County after	29,735,098	31,156,521	33,157,790	37,693,861	39,514,502	41,111,246	42,880,008
Total County	151,797,135	151,850,004	161,349,290	175,247,806	183,728,343	191,115,523	198,323,699
ESPD - perm rate	10,580,971	10,979,548	11,572,522	12,131,031	12,702,171	13,341,231	13,874,887
ESPD - LOL ⁽²⁾	11,304,049	11,729,892	12,363,323	12,960,085	13,570,245	14,252,986	14,823,111
Additional taxes/penalties	20,563	26,601	9,038	27,255	52,790	35,749	35,749
Total ESPD	21,905,584	22,736,040	23,944,883	25,118,371	26,325,205	27,629,966	28,733,748
NBCSD - perm rate	35,229	54,741	100,909	251,031	425,196	592,946	616,664
Additional taxes/penalties	1,604	21,413	4,697	10,806	8,385	29,160	29,160
Total NBCSD \$	36,833	76,154	105,606	261,837	433,581	622,106	645,824
URMD - perm rate	4,082,777	4,236,572	4,465,375	4,680,884	4,901,264	5,147,849	5,353,763
Additional taxes/penalties	3,836	4,963	1,686	5,085	9,848	6,669	6,669
Total URMD \$	4,086,613	4,241,534	4,467,061	4,685,969	4,911,112	5,154,518	5,360,432
TAXES COLLECTED							
County - perm rate	108,867,286	114,299,447	121,597,544	126,403,771	138,705,233	138,385,180	143,920,511
Bonds ⁽⁵⁾	6,252,726	-	-	4,008,841	4,351,568	4,345,664	4,032,171
Additional taxes/penalties	1,009,809	1,083,522	915,072	896,384	1,257,990	1,273,262	1,273,262
subtotal - County before	116,129,821	115,382,969	122,512,616	131,308,997	144,314,791	144,004,106	149,225,943
Public safety ⁽³⁾ - after	20,138,625	21,203,333	22,558,200	23,613,555	25,949,544	25,900,085	27,014,405
WCCLS - LOL ⁽⁴⁾	8,151,348	8,582,301	9,130,700	12,369,005	13,592,618	13,566,711	14,150,403
subtotal - County after	28,289,973	29,785,634	31,688,900	35,982,559	39,542,162	39,466,796	41,164,807

ASSESSED VALUE & PROPERTY TAXES

DESCRIPTION	Actual						PROJECTED
	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20
Total County	144,419,794	145,168,603	154,201,517	167,291,556	183,856,953	183,470,902	190,390,751
ESPD - <i>perm rate</i>	10,066,736	10,496,448	11,059,859	11,580,282	12,711,062	12,807,582	13,319,892
ESPD - LOL ⁽⁴⁾	10,754,672	11,213,777	11,815,628	12,371,697	13,579,744	13,682,866	14,230,187
Additional taxes/penalties	19,564	25,430	8,638	26,018	52,827	34,319	34,319
Total ESPD	20,840,972	21,735,654	22,884,124	23,977,997	26,343,633	26,524,768	27,584,398
NBCSDD - <i>perm rate</i>	33,517	52,333	96,439	239,634	425,494	569,228	591,997
Additional taxes/penalties	1,526	20,471	4,489	10,315	8,390	27,993	27,993
Total NBCSD \$	35,043	72,803	100,928	249,950	433,884	597,221	619,991
URMD - <i>perm rate</i>	3,884,354	4,050,163	4,267,559	4,468,372	4,904,695	4,941,935	5,139,612
Additional taxes/penalties	3,650	4,744	1,611	4,854	9,855	6,402	6,402
Total URMD \$	3,888,003	4,054,907	4,269,170	4,473,226	4,914,550	4,948,337	5,146,015

⁽¹⁾Actual AV (assessed value) is released by Assessment and Taxation in October of each year.

⁽²⁾The ESPD local option levy was a dollar vs. rate levy; the *actual* rate/\$1,000 AV is determined when the *actual* AV is calculated, typically early October of each year. The above shows the *actual* calculated rate and taxes levy per the annual Summary of Assessment and Tax Roll for prior years, and an *estimated* rate calculated from the *estimated* AV for the upcoming budget year. From 2003-04 through 2007-08 the levy was \$6,150,000 each year; from 2008-09 through 2012-13 the levy is \$9,500,000.

In November 2012 voters approved the change from dollar based to rate base of \$0.68 local option rate levy. The new levy period is 2013-18.

A new levy passed May 2017 with the \$0.68 rate. The new levy period is July 2018- June 2023.

⁽³⁾ Voters approved a renewal of the public safety local option levy in November 2006; the levy covers the 4-year period July 1, 2007 - June 30, 2011.

⁽⁴⁾ Voters approved the WCCLS local option levy in November 2006; the levy covers the 4-year period July 1, 2007 - June 30, 2011.

Voters approved a 5-year renewal of both the public safety and WCCLS local option levies; July 1, 2011 - June 30, 2016 is the levy period

Voters approved a 5-year renewal of the public safety levy and a \$0.22 WCCLS local option levy; July 1, 2016 - June 30, 2021 is the levy period

⁽⁵⁾ Voters originally approved the Criminal Justice Facilities bonds in September 1994 & were refinanced in October 2007; the bonds matured in Dec 2013. In May 2016 voters approved \$77 million in general obligation bonds for the emergency communications system (911); the bonds will be issued in July 2016 and mature in 2035.

⁽⁶⁾ Voters approved the formation of the district in May 2011.

DEBT OUTSTANDING

<u>Washington County</u>	<u>Date of Issue</u>	<u>Date of Maturity</u>	<u>Amount Issued</u>	<u>Amount Outstanding as of July 1, 2019</u>
General Obligation Bonds:				
Series 2016 A & B <i>Issued to provide funding for the expansion of, and upgrades to, the County's Emergency Communications System.</i>	7/21/2016	6/1/2035	\$ 77,000,000	72,410,000
Total General Obligation Bonds				<u><u>72,410,000</u></u>
Full Faith & Credit Obligations:				
Series 2013 Refunding <i>Issued to provide funding for the partial advance refunding of the Series 2006 New Money Full Faith & Credit Obligation bond issue.</i>	2/14/2013	6/1/2026	18,860,000	13,725,000
Series 2016 Refunding <i>Issued to provide funding for the partial advance refunding of the Series 2006 Refunding Full Faith & Credit Obligation bond issue.</i>	3/3/2016	6/1/2026	31,960,000	22,940,000
Series 2016 B <i>Issued to provide funding for capital projects related to County facilities, the building of an Events Center, and various Major Street Improvement Program projects.</i>	12/15/2016	3/1/2032	107,925,000	94,865,000
Total Full Faith & Credit Obligations				<u><u>\$ 131,530,000</u></u>

DEBT OUTSTANDING

<u>Washington County</u>	<u>Date of Issue</u>	<u>Date of Maturity</u>	<u>Amount Issued</u>	<u>Amount Outstanding as of July 1, 2019</u>
Contracts:				
US Department of the Interior - Hagg Lake <i>Issued to repay a portion of the development costs incurred by the Federal Government during the construction of Hagg Lake Park.</i>	3/1/1980	2/1/2029	\$ 1,111,273	222,930
Total Contracts				<u>222,930</u>
Notes:				
OEDD - Harkins House Expansion <i>Issued to provide funding for the construction of the Harkins House juvenile shelter.</i>	10/11/2000	12/1/2020	2,000,000	306,606
Total Notes				<u>306,606</u>
Washington County Total Long-term Debt			\$	<u>204,469,536</u>

DEBT OUTSTANDING

<u>Housing Authority of Washington County</u>	<u>Date of Issue</u>	<u>Date of Maturity</u>	<u>Amount Issued</u>	<u>Amount Outstanding as of July 1, 2019</u>
Notes:				
Farmer's Home Administration (USDA) <i>Issued to purchase Kaybern Terrace (12 units of affordable housing) in North Plains.</i>	1/8/1988	2/1/2038	\$ 361,000	303,064
OCD Neighborhood Stabilization (0% interest) <i>Issued to purchase three housing units under Neighborhood Stabilization program.</i>	6/4/2010	None	648,753	648,573
Berkadia Commercial Mortgage, Aloha Park <i>Refinance of Aloha Park property</i>	9/27/2014	9/1/2049	2,107,100	1,964,760
OCD Home Loan, Amberwood <i>Assumed at time of purchase. Property was financed with this loan and the Series 2001A and 2001B revenue bonds.</i>	11/10/1995	10/15/2016	604,300	111,215
OCD Home Loan, Bonita Villa <i>Issued to finance improvements to the Bonita Villa affordable housing property.</i>	9/29/2003	6/30/2029	500,000	500,000
Washington County IGA 2009 <i>Issued by the County on behalf of the Housing Authority to provide funding for the refunding of the Series 1999A, 2001A, 2001B, and 2002A Revenue Bond issues.</i>	11/5/2009	7/1/2044	28,985,000	25,855,000
Total Notes				<u>29,382,612</u>
Housing Authority Total Long-term Debt				<u>29,382,612</u>
Combined Outstanding Debt			\$	<u>233,852,148</u>

DEBT OUTSTANDING

<u>Summary Totals</u>	Amount Outstanding as of July 1, 2019
Washington County General Obligation Bonds	\$ 72,410,000
Washington County General Full Faith & Credit Bonds	131,530,000
Total Bonds Outstanding	<u>203,940,000</u>
Washington County Contracts	222,930
Washington County Notes	306,606
Housing Authority Notes	29,382,612
Total Other Debt Outstanding	<u>29,912,148</u>
Combined Outstanding Debt	<u>233,852,148</u>
General Obligation Bonds	<u>72,410,000</u>
Full Faith & Credit Bonds	131,530,000
Contracts	222,930
Notes	306,606
Housing Authority	29,382,612
Total Other	<u>161,442,148</u>
Total Indebtedness	\$ <u>233,852,148</u>



AGENDA

WASHINGTON COUNTY BOARD OF COMMISSIONERS

Agenda Category: Consent – Support Services/Finance Division

Agenda Title: ADOPT ADMINISTRATIVE POLICY 404 – BUDGET POLICY

Presented by: Don Bohn, Assistant County Administrator
Jack Liang, Chief Finance Officer

SUMMARY:

On April 2nd, 2019 staff provided an overview of the revised Administrative Policy 404 – Budget Policy during the Board work session. This is the first year the Budget Policy has been presented in the format of other administrative policies and provides the framework for the annual budget process. The policy is reviewed by the Board annually and updated as necessary.

Attachments: Resolution and Order
Exhibit A: Administrative Policy 404 – Budget Policy

DEPARTMENT’S REQUESTED ACTION:

Adoption of Administrative Policy 404 – Budget Policy

COUNTY ADMINISTRATOR’S RECOMMENDATION:

I concur with the requested action.

RO 19-36

Agenda Item No.	<u>2.I.</u>
Date:	04/16/19

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IN THE BOARD OF COUNTY COMMISSIONERS
FOR WASHINGTON COUNTY, OREGON

In the Matter of Amending the Budget Policy)
RESOLUTION AND ORDER)
No. 19-36)
)
)
)

This matter having come before the Board at its meeting of April 16th, 2019, and

It appearing to the Board that the County develops and adopts its budget annually;
and

It appearing to the Board that it is in the public interest for county officials to
establish county rules and procedures on budget preparation and; now, therefore, it is
RESOLVED AND ORDERED that the Budget Policy as amended is adopted provided for
in the attached Exhibit "A".

DATED this 16th day of April 2019.



	AYE	NAY	ABSENT	
HARRINGTON	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	BOARD OF COUNTY COMMISSIONERS FOR WASHINGTON COUNTY, OREGON  CHAIR
SCHOUTEN	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
TREECE	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
ROGERS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
WILLEY	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
				 RECORDING SECRETARY

EXHIBIT A



ADMINISTRATIVE POLICIES

SECTION: 400	POLICY#: 404
TITLE: Budget Policy	R & O #:
	IMPLEMENTED BY PROCEDURE #:
SPONSORING DEPT/DIV: Support Services / Finance	
ADOPTED:	REVIEWED:

1. **PURPOSE:** The purpose of this policy is to establish a framework for the preparation and administration of the annual budget process.
2. **AUTHORITY:** ORS 294.305 (Oregon Budget Law) and County Charter.
3. **ANNUAL POLICY REVIEW:** This policy shall be reviewed by the Support Services, Finance division annually and updated as necessary.
4. **BUDGET POLICY OVERVIEW:** The County Strategic Plan provides the framework for budget preparation in terms of services, funding mechanisms and priorities for the allocation of discretionary resources. The Plan emphasizes the allocation of General Fund resources toward programs that provide a Countywide benefit. Consistent with past practices, the budget focuses on long-term stability for core services and maintaining an ending fund balance consistent with this policy.
5. **BUDGET PERIOD**
Washington County develops and adopts its budget annually. The County’s fiscal year begins July 1st and ends June 30th.
6. **BASIS OF ACCOUNTING**
Local governments are required by ORS 294.445 to maintain accounting records by fund, using a cash, modified accrual, or accrual basis of accounting. Washington County uses a modified accrual basis of accounting for budget purpose.

EXHIBIT A

7. BUDGET CONTROLS AND COMPLIANCE

- a. Legal compliance: The County budget process complies with Oregon Local Budget Law (ORS 294.305). Expenditure appropriations are a legal limit on the amount of expenditures that can be made during the fiscal year and are adopted at the organization unit level by the Board of Commissioners. Per statute, actual year-end expenditures cannot exceed appropriations for each organization unit.
- b. Administrative compliance: Administrative compliance is monitored at the fund, organization unit, program, expenditure category and line-item level by the Finance Division and department/office staff.

8. BUDGET COMMITTEE APPROVAL AND BOARD ADOPTION

- a. The Washington County budget process includes the engagement of three distinct Budget Committees, each consisting of ten members (five community representatives and five Board of Commissioner members):
 - Washington County and Service District for Lighting No. 1
 - North Bethany County Service District for Roads
 - Enhanced Sheriff Patrol District (ESPD) and the Urban Road Maintenance District (URMD)
- b. The annual Budget Committee process minimally includes the following elements:
 - Electronic version of the Proposed Budget made available to the Budget Committees and public a minimum of 7 days prior to the first Budget Committee meeting
 - i. First Budget Committee Meeting: Budget Transmittal to the respective Budget Committees with staff presentation and Budget Committee questions. A separate evening meeting will be held for each budget committee.
 - ii. Second Budget Committee Meeting: Public Hearing for the respective budgets. Upon conclusion of public hearing, Budget Committee approves the proposed budget (becomes the Approved Budget). A separate evening meeting will be held for each budget committee.
- c. Board of Commissioner Public Hearing and Budget Adoption (typically third Tuesday in June). This is a daytime regular Board of Commissioner meeting.

9. BUDGET CHANGES AFTER ADOPTION

Oregon Budget law provides methods to increase or decrease or transfer from one appropriation category to another; and to adjust the budget when new appropriation authority is required. Such budget changes require the approval of the Board of Commissioners and depending on the type of change, a public hearing. The County Administrator may recommend modifications when appropriate to continue effective operations, provide adequate service levels, achieve cost savings or cost avoidance, and implement Board priorities.

EXHIBIT A

10. GENERAL FUND

a. Reserves, Contingency and Fund Balance

The General Fund reserve (including Revenue Stabilization fund) will be managed to maintain a minimum 15% of net General Fund revenues, with the goal of 20%. This reserve level provides a foundation for long-term financial stability illustrated in the following:

- Strong bond rating and lower-cost financing
- Meeting cash flow requirements between July 1 and November 15th
- Hedge against cyclical fluctuations in revenue and expenditures
- Funding for unanticipated, intermittent or future planned expenditures

The General Fund reserve will be allocated in the annual budget as follows: 1) Approximately 6% will reside within organizational unit budget appropriations based on the assumption that aggregated departmental expenditures will be approximately 94% of the adopted level; and 2) the remainder of the reserve will be distributed between the General Fund contingency and the Revenue Stabilization fund. A portion of the reserve may be unappropriated.

b. General Fund budget requests are categorized as either “base” or “plus”.

- Base budget requests are generally expected to reflect the resource needed to maintain the same level of services as prior fiscal year. Base budget requests may result in additional budget amount with adjustment for 1) community and client growth factors, 2) changes in inflation, cost of living, cost of employee benefits, etc. Efficiency options must be considered when developing base budget requests. Management should evaluate all options including process streamlining, utilizing technology and other appropriate efficiency tools with the goal of providing same level of services with the least amount of resource possible. Base reductions should also be evaluated and pursued where appropriate.
- Plus, budget requests are additional level, quality, scope, degree of services comparing to prior fiscal year. Plus, budget requests should reflect Board of Commissioner and County Administrator priorities and will be evaluated on a case by case basis.

c. Revenue Estimates: Department revenues will be budgeted based on the best information available at the time the budget is prepared.d. New Revenue Sources: Departments will continue to pursue additional revenue sources where appropriate and feasible.e. Expenditure Reductions: An expenditure reduction may be required in the event of diminishing departmental revenues, declining fund balance, new Board priorities, or other factors that would make an expenditure reduction appropriate.f. Programs Previously Supported by Serial Levies: Prior to the passage of Ballot Measures 47 and 50, the Washington County Cooperative Library System (WCCLS) and Major Streets Transportation Improvement Program (MSTIP), were supported by revenues from

EXHIBIT A

dedicated serial levies. Measure 50 eliminated these levies by combining them with the County permanent tax rate. The annual transfer to WCCLS and MSTIP will be adjusted by the percentage change in assessed value. These are not considered General Fund programs and the amounts transferred to the respective funds are not included in the General Fund reserve calculation.

11. SPECIAL FUNDS

- a. Special Fund Reserves/Contingencies: The need for a reserve and/or contingency is dependent on the purpose of each fund. For many capital and non-operating funds, it is necessary to maintain a reserve (fund balance) for long-term construction or replacement needs. Reserves for capital and non-operating funds may be appropriated or unappropriated depending on the individual fund's requirements. Operating funds may require reserves to meet operating obligations, future PERS liability, emergency requirements or other unanticipated long-term needs. Reserves for operating funds should be appropriated in the fund's contingency.
- b. Special fund staffing levels must be commensurate to available resources and approved service levels. Requests for additional positions funded by dedicated resources will be reviewed on a case-by-case basis along with the sustainability of the revenue source.
- c. Revenue estimates will be based on the best information available at the time the budget is prepared.
- d. Special funds will continue to pursue new revenue sources where appropriate and feasible.
- e. Expenditure Reductions: An expenditure reduction may be required in the event of diminishing departmental revenues, declining fund balance, new Board priorities, or other factors that would make an expenditure reduction appropriate.
- f. General Fund transfers will be based on historical levels, unless otherwise recommended by the County Administrative Office.

12. STATE PROGRAMS

- a. Current state funding: State programs operated by the County will generally reflect the level of service attainable given the amount of funding provided. If state funding is reduced, there will be no increase in County General Fund resources unless mandated or approved by the Board of Commissioners. When an increase is required, the department will make every effort to minimize the increase by considering alternate service delivery systems, and/or a return of the program to the state.
- b. New state funding: New or increased state funding for existing or proposed programs will be considered based on local needs and requirements placed on the County by accepting the funding. The ability of the state to commit to long-term funding that meets the County's

EXHIBIT A

full cost requirements will be an important consideration in any decision to accept additional funding for expansion of existing programs and/or initiation of new programs.

- c. System balance: This policy is not intended to preclude the use of County resources when the Board determines it necessary to provide a balanced service delivery system or meet other Board policies and priorities.

13. LOCAL OPTION LEVIES

Local option levies are considered a special revenue funding (special fund) source and expenditures must conform with the language approved by the voters.

14. INTERNAL COST RECOVERY

To clearly define the true cost of each direct service the County prepares a cost allocation plan. Departments provide input and review the annual plan. A separate cost allocation plan is prepared for federal grant compliance purposes.

15. LOBBYING AND GRANT APPLICATIONS

- a. Approval to pursue: County Administrative Office (CAO) approval is required before appointed County representatives and employees pursue lobbying efforts on matters having budget implications, and before grant applications are submitted to the granting agency. Elected department heads should advise the County Administrative Office before official positions are taken on matters that might affect the County's budget or financial status. Board approval is required to accept grants of \$100,000 or more.
- b. In-kind contribution: Where matching funds are required for grant purposes, the priority is to use as much "in-kind" contributions as allowed rather than hard-dollar matches.

16. CONTRIBUTIONS TO OUTSIDE AGENCIES

Funding to Outside Agencies will be considered by the Budget Committee/Board if adequate resources are available, the use of funds for this purpose will not adversely impact County programs, and the allocation of resources is consistent with Board policies and priorities. A certain amount of funding will be appropriated for Board of Commissioners priority projects each fiscal year. Any contributions to outside agencies will be allocated from these priority projects funding. Consideration of funding requests from an outside agency requires the submittal of written justification to the Board of Commissioners.

COUNTY STRATEGIC PLAN SUMMARY

Community Vision

Our vision is to be a prototype community for 21st Century America, reflecting the best of our community's achievements, diversity, values and its pioneering spirit.

Guiding Principles

- Honesty, flexibility and fairness
- Recognize the limits of our resources and promote sound business practices in meeting the priority needs of the community
- Innovation and use of technology
- Stewardship
- Honor and value public service
- Partnerships

Fundamental Principles

Washington County

- Primarily provides services of County-wide benefit
- Is one of many participants in the continuum of services
- Prioritizes services according to a finance plan
- Cannot be all things to all people; nor a government of last resort

Methods of Service Delivery

- Direct Service – directly provides service
- Partnerships – partners with others to provide services
- Supporting the Agenda – supports others' activities and initiatives

Countywide vs. Municipal Services

- County 2000 dictates that County-wide property tax dollars will be expended on those services that are of Countywide benefit and furthermore, that those services are to be provided on a prioritized basis according to the priorities of the community.
- Municipal services benefit specific sub-areas and groups within the County. Cities, geographically limited special districts, or user fees typically fund these services.

Organization Mission

Provide specific services within the bounds of resources and in a professional, efficient manner. We will honor the Constitution of the United States.

Traditional Service Strategies

General Government

- Employ technologies to improve overall effectiveness
- Service levels will be in proportion to the size of the organization
- Committed to effective citizen involvement
- Committed to prudent financial practices and operating within existing resources
- Maintain accurate and uniform property assessments
- Refinement of Support Services functions

Public Safety & Justice

- Support a base-level of countywide public safety and criminal justice services
- Services which are not of countywide benefit shall be funded by other mechanisms and not by a uniform countywide property tax
- Priority for investment is to remedy any imbalances in services that impact the public's safety and welfare, and the justice systems ability to respond at the necessary level
- Where found to be cost-effective, the development and use of a continuum of community sanctions and services to supervise juvenile and adult offenders should be maximized

COUNTY STRATEGIC PLAN SUMMARY

- Promote and support the development and implementation of a broad range of crime prevention measures
- Service delivery should be provided in a collaborative and cooperative effort

Land Use

- Careful land use planning inside the UGB (Urban Growth Boundary)
- Development within UGB must be accompanied by a full-range of urban level services in order for the County to approve an application and provide for design and environmental standards that enhance the quality of the development
- Committed to balancing individual property rights with neighborhood livability and the needs of the community as a whole
- Absent others, the County will provide planning services at a municipal level (current and long range)
- Current planning, land development and building programs will be self-sufficient with fees. Limited countywide resources are directed toward code enforcement and public assistance services.
- Long-range planning efforts will be redirected from performing regular updates of community plans toward maintaining and participating in various regional and state planning efforts and rules to manage growth and maintain quality of life
- The County shall assume a leadership role for land use and transportation planning to assure the various federal, state, regional and local mandates are met.

Housing

- Action will require partnerships with community groups as well as the private and public sectors; and that financing for these programs will come primarily from the creative packaging of federal, state and local non-General Fund sources
- The County recognizes the relationship between housing and economic development and providing housing options for people who work in our communities. The County supports modestly priced rentals and first-time ownership housing opportunities. The County believes these can be best provided in partnership with cities, and the private and nonprofit sectors. The primary role of the County is to be a coordinator in facilitating these partnerships through the use of tax exempt financing, expedited development review and approvals, monitoring and certifying levels of affordability, securing other state and local resources and providing technical assistance.
- County surplus property may also be made available for the development of affordable housing in partnership or as part of the public housing program of the County
- County recognizes the housing needs of the elderly and disabled. The County's goal is to advance persons to greater self-sufficiency whenever possible.
- County is committed to innovative solutions

Transportation – Capital Projects

- Transportation services will be focused on countywide transportation issues and projects, including:
 - ✓ Improvements to adopted countywide road system
 - ✓ Analysis of north-south traffic problems in the Tualatin-Hillsboro corridor
 - ✓ Promote and develop increased intra-county transit service
 - ✓ Foster energy-neutral modes of transportation, including: mass transit, light rail, carpooling, bicycling and walking
- Balance transportation planning by addressing growth in transportation requirements and still address issues of community livability and the environment
- Increase in funding is necessary if the major multi-modal regional and county projects are to be met
- Regularly update County Transportation Plan
- Implement a regional vehicle registration fee to fund necessary arterial improvements and new sources of revenue for local transit services should be considered; MSTIP should be sustained

Road Maintenance

- First, money is to be spent on state mandated road work, emergency repair and hazard elimination. Second, the money is to be allocated on general maintenance on County major road systems, including rural resource roads. Remaining funds are allocated towards reconstruction.

COUNTY STRATEGIC PLAN SUMMARY

- Enhanced level service will need to be addressed via alternate forms of funding
- Privatization and “least-cost” analysis will be continued and enhanced

Health and Human Services

- The County’s health and human services programs will emphasize prevention. Such programs include public education and information and treatment programs on such issues as: drug & alcohol abuse prevention; parenting & prenatal care; child abuse prevention; communicable disease prevention education; mental & emotional disturbances; developmental disabilities; and services for the elderly, veteran’s and disabled.
- The County will encourage visibility of health and human service issues, including services within and beyond the scope of our service continuum
- To the extent additional General Funds are available; the County will increase investment in health and human services
- The County will focus on individuals and families in greatest need
- The County will focus on collaborative opportunities with private and nonprofit partners
- Every effort will be made to purchase services that can be effectively provided by the private sector or nonprofit
- Emphasis will be placed on user fees that support the level of service provided
- Continue to advocate for stability in the continuum of federal and state resources
- Animal control to be funded by fees assessed to pet owners

Culture, Education & Recreation

- There is a continual demand for increased cultural, educational and recreational programs and facilities. However, given the priority assigned to other County services, there is a lack of resources to meet these demands. These services will need to be funded through increased reliance on fees or other non-General Fund sources.
- Washington County is not traditionally in the parks business. Hagg Lake improvements will need to balance accessibility to residents with environmental concerns. Costs will be funded by dedicated sources other than general fund discretionary resources.
- Continual emphasis on coordination with cities, special districts and Metro to assure collective goals are met
- Cooperative Library Services will provide support services to local libraries and to provide direct service to special populations
- In concert with OSU Extension, the County will maximize the application of limited resources in promoting the continued vitality of the Washington County agricultural community
- The Fairplex is a multipurpose, year-round event and conference facility. Fair and event revenues and grants will finance future development plans.
- The County commits through advocacy, coordination and technical assistance, to further the level of educational excellence
 - ✓ Provide school districts current demographic information
 - ✓ Involved in projects to improve the review and impact analysis of individual development applications from school districts

Other Strategies

Citizen Involvement

The County supports the following citizen involvement mechanisms:

<u>Community-based</u>	<u>Citizen-based</u>	<u>Media/information based</u>
Access to public officials	CPO/CCI	TVCA
Board Meetings	Neighborhood Associations	Publications
Public Hearings	Advisory Boards	Press Release
Polling	Task Forces	Documents
Elections	Focus Groups	

Livability and Environment

Highlights of the County’s efforts and policy positions in terms of livability and the environment:

COUNTY STRATEGIC PLAN SUMMARY

- Support of the Urban Growth Boundary – County’s development philosophy states that development inside the UGB must be accompanied with a full range of urban level services in order for the County to approve the application. In addition, the development must provide for design and environmental standards that enhance the quality of the development. The Board will unequivocally oppose the expansion of the UGB before its required thresholds are met.
- Aspiration for a balanced transportation system – The Transportation plan recognizes the automobile as the primary mode of transportation, while calling for strong transit, demand management, and bicycle and pedestrian elements to complement, and, in some cases, substitute for improvements to the roadway system.
- Support of land trust acquisition and planning – The County’s inventory of land should be reviewed for potential greenway and park sites
- Solid Waste management planning
- Enhancement of water quality (Clean Water Services)

Economic Development

In terms of direct service, the County’s role is limited to providing the basic governmental services. These services provide the infrastructure that makes economic development possible. The County will also partner with other organizations to provide economic development coordination, marketing, business recruitment and business retention. The County may provide limited financial support to countywide or regional economic development agencies or programs. Finally the County will take the lead in facilitating the development of a coordinated economic development plan for the County as a whole.

Annexation

- Cities are recognized as the ultimate municipal service provider. As opposed to stating a specific deadline for the withdrawal of municipal services and forcing the solution, the County determined that when annexation and/or incorporation occurred, practicality and resident interest would drive the timeline. Residents who are requested to annex shall continue to enjoy the opportunity to vote on annexation pursuant to their statutory rights. The exception (double majority) accomplishes the same end for typically small scale annexations or unoccupied property by requiring written approval of over 50% of registered voters and 50 percent of property owners.
- The County will maintain the following service strategies until annexation/incorporation takes place: ESPD, URMD and minimum funding of land use planning services.

Internal Organizational Development

The County’s organizational development strategy is composed of three main sections:

- Leadership section focuses on values, mission, goals and objectives; addresses the value and responsibility of public service and ethical standards
- Human resources management plan focuses on supporting and empowering the individual employee and the organization through a wide range of systems and supports to improve the work environment, promote staff development and ensure fair and equitable treatment
- Management practices focuses on policy development, communication, organizational structure, goal setting and performance evaluation

Financial Plan

The financial plan represents two key elements: Resource Allocation Strategy and the Resource Reduction Strategy.

Resource Allocation Strategy

County 2000 distinguishes between services of Countywide benefit and municipal services.

- Countywide services are to be funded by a broad-based revenue structure. Further distinctions are made between those Countywide services that are to be funded primarily by the General Fund and those Countywide services that are to be funded primarily by special revenue.
- Another distinction is made between those General Fund supported Countywide services that, to the extent additional resources are available, are slated for growth in General Fund support and those that will receive constant or decreasing General Fund support. Priority will be given to: a) funding Health & Human Services

COUNTY STRATEGIC PLAN SUMMARY

programs and b) strategic investments in the Public Safety & Justice System to remedy any imbalances. The remaining Countywide services will receive steady or decreasing General Fund support.

Resource Reduction Strategy

1. General Philosophy – To the extent possible, across-the-board reductions will be avoided. The goal is to reduce the quantity of services, not the quality.
2. Resource Reduction Priorities – The County will begin with category 1 and proceed to other categories as required.
 1. Elimination of General Fund “block grant” support for outside agencies that are not funded by dedicated resources
 2. Moderate service level reductions will be proposed on a case-by-case basis; these reductions will focus on reducing General Fund support
 3. Major new sources of discretionary revenue will be evaluated
 4. Major program reductions will be proposed
 - First are program reductions that will reduce discretionary expenses beginning with: a) culture, education and recreation; b) base level of Sheriff's Patrol and c) certain planning and survey programs. Second level reductions would be pursued in Health & Human Services and Public Safety & Justice.
 - The County may also evaluate returning state programs
 5. A reduced County work week
 6. Protection from debt and obligations through authorized restructuring.

READER'S GUIDE

ORGANIZATION OF THE BUDGET DOCUMENT

A budget, as defined by Oregon state law, is a “*financial plan containing estimates of revenues and expenditures for a single fiscal year.*” Local governments have the option of budgeting on a 24-month biennial period, or by fiscal year.

Washington County operates, and budgets, on a fiscal year beginning July 1 and ending the following June 30. Budgeting requires local governments to evaluate plans and priorities in light of the financial resources available to meet those needs.

The County budget is organized based on the following hierarchy:

- Functional Area
- Fund
- Organization Unit
- Program

This Budget Summary document is divided into sections as follows:

County Organization

Budget Message

The County organization documents the Commissioner Districts, budget committees and organizational chart of the County. The County Administrator’s budget message contains information that assists the Budget Committee and the public in understanding the budget. State statute requires the budget message to contain a brief description of the financial policies reflected in the budget as well as proposed changes from the prior year’s budget and any major changes. Key Initiative & Issues highlight areas of specific concern and are included in this section.

Budget Overview

Summary information includes an overview of the County budget, General Fund overview and discretionary revenue information.

Operating Budget

This section includes those functional areas that provide services directly to the community or to another part of the County organization. These functional areas cover General Government; Public Safety & Justice; Land Use & Transportation; Housing, Health & Human Services; Culture, Education & Recreation; and Non-departmental. Budget Detail tables and analysis is included for each organization unit. All County employees are accounted for in the operating budget.

Capital Budget

Facilities & Technology, Transportation and Culture, Education & Recreation capital projects are included in the capital budget section.

Non-Operating Budget

Includes Debt and Other Financing, Risk Management/Insurance, Replacement/Reserves and Miscellaneous. This budget accounts for those activities that provide internal support to the entire County organization.

Service Districts

The Enhanced Sheriff Patrol District (ESPD), Urban Road Maintenance District (URMD), North Bethany County Service District for Roads (North Bethany CSDR) and Service District for Lighting No.1 (SDL No. 1) are all under the authority of the Board of County Commissioners.

Summary Schedules and Supplementary Information

The Summary Schedules present the budget by category and fund for revenues, expenditures, full-time equivalent employees (FTE), assessed value & property taxes and debt outstanding as of July 1. The Supplementary Information includes the Budget Policy, County Strategic Plan Summary, Reader’s Guide and Glossary.

READER'S GUIDE

BUDGET PROCESS

The County's annual budget process is guided by Oregon's Local Budget Law which requires the following:

- An annual budget be adopted prior to the beginning of the fiscal year (July 1) to which it applies;
- There must be notification of public meetings when the budget will be discussed; and
- That there is opportunity for public input; and a summary of the budget must be published in a local newspaper prior to adoption.

Budget Calendar

July – August	Finance drafts calendar; begins working on Cost Allocation Plan
September – February	Departments work on their budgets
March – mid April	County Administrative Office and departments review and analyze requested budgets
April	Proposed budget documents are compiled and printed
May	Budget Committee convenes for two public meetings
June	Board of County Commissioner's considers adoption of the approved budget
July	Adopted budget becomes effective

Budget Committee

A quorum of the Budget Committee (comprised of the Board of Commissioners and five lay (citizen) representatives must approve the levying of property taxes at the time the budget is approved, and the Board of Commissioners must do the same at the time of adoption. All Budget Committee meetings are open to the public and are advertised as such. Advertisements of the public hearing prior to the Board of Commissioners adoption include a summary of the budget as approved by the Budget Committee.

Budget Basis

Washington County's financial reports are prepared following the guidelines recommended by the Government Finance Officers Association (GFOA) of the United States and Canada. The proposed budget described herein substantially conforms to Generally Accepted Accounting Principles (GAAP). The County's budget is prepared under the modified basis of accounting.

Under the modified accrual basis of accounting, revenues are recorded at the time they become measurable and available and expenditures are recognized at the time the liabilities are incurred.

For financial reporting purposes governmental fund types (general fund, special revenue funds, debt service funds and capital project funds) are accounted for on the modified accrual basis of accounting.

The accrual basis of accounting is used for financial reporting of proprietary fund types (internal service funds and enterprise funds) and for the government-wide financial statements required by the County's requirements. Under the accrual basis of accounting, revenues are recorded at the time they are earned and expenditures are recorded at the time liabilities are incurred. The measurement focus of the proprietary funds is on the flow of economic resources. The difference between the methods used for budgetary versus financial reporting primarily affects the accounting for depreciation and capital outlay.

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Expenditures are appropriated by organization unit for each fund. These appropriations establish the level of control for each organization unit and may not be over-expended. Most operating funds also include an appropriation for contingency. Expenditures cannot be made against this appropriation without additional Board actions (see Budget Adjustments below). All appropriations lapse at the end of each fiscal year.

Budget Adjustments

Oregon Local Budget Law sets forth procedures to be followed to amend the budget as events occur after budget adoption. The type of event determines the procedure to be followed.

The adopted budget appropriates contingencies in each fund to be used at the discretion of the governing body. In most cases adjustments can be accommodated by transferring appropriations from fund contingencies or from the General Fund to other funds. Oregon Local Budget law allows for the Board of Commissioners to make such adjustments at a regularly scheduled meeting. Should a transfer from contingency exceed 15% of fund appropriations, or the County need to increase appropriations due to additional revenue, the law provides for the following two types of supplemental budget processes:

1. If the increase is less than 10% of the fund, the Board of Commissioners may approve a resolution and order adopting the supplemental budget at a regularly scheduled meeting. Prior to the meeting, specific details of the supplemental budget must be published in a local newspaper.
2. If the increase is 10% or more of a fund, the Board must first hold a public hearing prior to approving a resolution and order. Published notice of the supplemental budget and public hearing are required.

Adopted and Modified Budget

The analysis in the Budget Detail pages is prepared based on the proposed budgets for the upcoming fiscal year compared to the current fiscal year budget as modified for any Board approved budget adjustments through mid-April.

CITIZEN BOARDS AND COMMISSIONS

Several hundred County volunteers serve in advisory roles to the Board of County Commissioners; their terms typically run 2-4 years in length. Vacancies for the various boards and commissions listed below are announced periodically by the Board on the County's website at <https://www.co.washington.or.us/CAO/BoardsCommissions/index.cfm> and advertised in local newspapers.

Aging & Veteran Services Advisory Committee. This committee advises the department on policy, programs and actions affecting the delivery of services and generally serves as an advocate for veterans and the elderly.

Audit Committee. This committee is charged with overseeing the financial reporting and disclosure of the County's external financial audits. The committee consists of one County Board Commissioner and four citizen members.

Behavioral Health Council. This council identifies community needs, recommends funding priorities and helps select and evaluate service providers. The County's emphasis on contracting with community agencies for social services makes the work of this volunteer advisory council critical.

Board of Property Tax Appeals. Taxpayers may have their property values on the current tax roll reviewed by this committee. Additionally, this board may consider penalties assessed for late filing of real and personal property returns and has statutory authority to order values and penalties reduced or sustained.

Budget Committee. The Board of County Commissioners and five lay (citizen) members, appointed by the Board, make up the Budget Committee. This committee is tasked with reviewing and, if necessary, revising the proposed budget submitted annually by the County Administrative Office.

Civil Service Commission. This commission is responsible for ensuring the proper administration of the Civil Service Act, which includes the areas of classification allocation, testing, appointment and protection of employee rights. Commission members also serve in an advisory role for the County's affirmative action program.

Cultural Coalition of Washington County. The Coalition administers state funds distributed to Washington County from the Oregon Cultural Trust, and then distributes funds through a competitive grant process to Washington County-based cultural organizations to address priorities identified in the Washington County Cultural Plan.

Developmental Disabilities Council. This council identifies community needs and advises on program development, planning, monitoring and funding issues. The membership is comprised of service recipients, advocates, professionals and providers.

Emergency Medical Services Advisory Council. This council reviews, advises and makes policy and operational/technical recommendations to the Board of County Commissioners and the County EMS Office on improvements in the delivery of Emergency Medical Services in Washington County.

Fair Board. This seven member board is responsible for the business and financial management of the annual Washington County Fair.

Fairgrounds Advisory Committee. This nine member committee provides input on the priorities and development of the Washington County Fairgrounds Master Plan.

Farm Board of Review. This board meets annually to discuss and approve farmland rentals and property value information used to determine property taxes on specially assessed farm lands.

Homeless Plan Advisory Committee. This committee provides oversight to the implementation of the Community Plan to Prevent and End Homelessness through partnership building, determining resources and funding, and promoting vision and leadership of the County plan.

CITIZEN BOARDS AND COMMISSIONS

Housing Advisory Committee. Nine representatives from real estate, banking, building, agriculture, employment, public housing and neighborhoods advise the Department of Housing Services and Board of Commissioners on affordable housing issues in Washington County.

Housing Authority Board of Directors. This is the legal entity that owns properties, which are operated by the Department of Housing Services. It is composed of the Washington County Board of Commissioners plus two additional members: one resident assisted by the Housing Authority; one member At-Large.

Metzger Park Advisory Board. This advisory board oversees the Metzger Park LID (Local Improvement District) located near Tigard. Park maintenance needs and administrative issues are brought before this board.

Mountain Creek Road Local Improvement District Citizen Advisory Board. This advisory board oversees the Mountain Creek Road LID (Local Improvement District). The role of this board is to administer the LID, including determining where and how collected funds should be spent.

North Bethany County Service District for Roads Budget Committee. The committee represents this specific urban unincorporated area in Washington County and is responsible for reviewing the annual budgets for this Service District.

Park and Recreation Advisory Board. Members of this board provide advice on the maintenance, operations, and capital development needs of Scoggins Valley Park/Henry Hagg Lake.

Planning Commission. Nine appointed members advise the Board of Commissioners on land use and transportation planning issues, conduct public hearings and make recommendations to the Board on comprehensive plan and community development ordinances.

Public Health Advisory Council. This council advises the Board of Commissioners in its role as the Board of Health for Washington County, makes recommendations to the Board and the Public Health Division Manager on health matters, and serves as a liaison between the community and the Board on public health issues.

Public Safety Coordinating Council. The council's primary responsibility is to encourage development of coordinated policy and funding decisions that address adult and juvenile offenders as well as ways to prevent criminal involvement by youth.

Rainbow Lane Special Road District Board. The board represents this special road district in Washington County and advises the Board of Commissioners and County staff on road maintenance issues for Rainbow Lane and Patricia Lane.

Rural Roads Operations & Maintenance Advisory Committee. This committee studies rural road operations and maintenance concerns in Washington County, works with County staff to develop program and funding alternatives and makes recommendations to the Board of Commissioners.

Solid Waste Advisory Committee. Nine appointed members make recommendations on solid waste and recycling policy and programs. This committee works with County staff to review the regulatory framework that governs solid waste collection including rate setting, code and administrative rule development, and public education and outreach strategies

Urban Roads Maintenance District/Enhanced Sheriff's Patrol District/North Bethany County Service District for Roads/Service District for Lighting #1 Budget Committees. These committees represent the urban unincorporated areas in Washington County and are responsible for reviewing the annual budgets for these Service Districts.

Urban Roads Maintenance District Advisory Committee. This committee advises the Board and staff on matters related to road maintenance provided in unincorporated areas. This includes review of service levels, recommendations of the annual work program and the effectiveness and efficiencies of the Urban Road Maintenance District.

West Slope Community Library Board. The board provides input on general library policy, rules and regulations, and makes recommendations regarding the management of the West Slope Library.

GLOSSARY

COMMONLY USED ACRONYMS

AFSCME	American Federation of State, County and Municipal Employees
A&T	Assessment and Taxation
AV	Assessed Valuation
CAO	County Administrative Office
CCI	Committee for Citizen Involvement
CDBG	Community Development Block Grant
CER	Culture, Education & Recreation
CPO	Citizen Participation Organization
CWS	Clean Water Services
DARE	Drug Abuse Resistance Education
ESPD	Enhanced Sheriff's Patrol District
FA	Functional Area
FEMA	Federal Emergency Management Administration
FOPPO	Federation of Oregon Parole and Probation Officers
FTE	Full-time Equivalent Employee
GAAP	Generally Accepted Accounting Principles
GFOA	Government Finance Officer's Association
GG	General Government
GIS	Geographic Information System
INTERCEPT	Inter-agency Child Exploitation Prevention Team
HHS	Health & Human Services
LID	Local Improvement District
LOL	Local Option Levy
LUT	Land Use & Transportation
MHUCC	Mental Health Urgent Care Center
MSTIP	Major Streets Transportation Improvement Program
ONA	Oregon Nurse Association
OTIA	Oregon Transportation Investment Act
PERS	Public Employees Retirement System
PSJ	Public Safety & Justice
SDC	System Development Charge
SDL	Service District for Lighting
SIP	Strategic Investment Program
TDT	Transportation Development Tax
TMS	Teamsters
UGB	Urban Growth Boundary
URMD	Urban Road Maintenance District
WCCCA	Washington County Consolidated Communications Agency
WCCLS	Washington County Cooperative Library Services
WCPOA	Washington County Police Officers Association
WISARD	Washington County Information System and Resource Database

GLOSSARY

COMMONLY USED TERMS

ACCOUNT	A classification of expenditure or revenue. Example: "postage" is an account in the Materials & Services category of expenditures.
ADA	American Disability Act recognizes and protects the civil rights of people with disabilities and is modeled after earlier landmark laws prohibiting discrimination on the basis of race and gender. ADA covers a wide range of disability, from physical conditions affecting mobility, stamina, sight, hearing and speech to conditions such as emotional illness and learning disorders. ADA addresses access to the workplace (title I), state and local government services (title II), and places of public accommodation and commercial facilities (title III).
AD VALOREM TAX	Tax based on the assessed value of a property. <i>Also see Assessed Value.</i>
ADOPTED BUDGET	Approved legal spending plan for a fiscal year. In Washington County, the Board of Commissioners is responsible for adopting an approved budget.
APPROPRIATION	An authorization granted by a legislative body to spend public funds for specific purposes. An appropriation usually is time-limited and must be expended before the deadline.
APPROPRIATION EXPENDITURE	An expenditure chargeable to an appropriation.
APPROVED BUDGET	The budget is approved as a result of the Budget Committees' deliberations and is submitted to the Board of Commissioners for revision and adoption.
ASSESSED VALUATION	A valuation set upon real estate or other property by government as a basis for levying taxes.
BEGINNING BALANCE	Unrestricted working capital (resources) on hand at the end of the fiscal year, available to fund the next year's operations. Typically, the fund balance is derived from actual revenues received less actual expenditures.
BUDGET	Written report showing the local government's comprehensive financial plan for one fiscal year. Must include a balanced statement of actual revenues and expenditures during each of the last two years budgeted revenues and expenditures for the current and upcoming year.
BUDGET COMMITTEE	Fiscal planning board of a local government, consisting of the governing body plus an equal number of legal voters from the County. The has the following budget committees: Washington County/SDL No. 1, ESPD/URMD and North Bethany CSDR.
BUDGET MESSAGE	Written explanation of the budget and the local government's financial priorities from the executive officer or chairman of the governing body.
BUDGET OFFICER	The budget officer, or the person or department designated by charter and acting as budget officer, shall prepare or supervise the preparation of the budget document. The budget officer shall act under the direction of the executive officer of the municipal corporation

GLOSSARY

CAPITAL BUDGET	The County's budget for projects, major repairs and improvements or additions to the County's fixed assets (streets, sidewalks, roads, sewers, parks and buildings).
CAPITAL EXPENDITURES	An expenditure of high monetary value that results in the creation or revitalization of a fixed asset.
CAPITAL OUTLAY	Items which generally have a useful life of one or more years, such as machinery, land, furniture, equipment or buildings. Items costing \$5,000 or more are included in the Capital Outlay expenditure category.
CAPITAL PROJECT	A program itemizing the County's acquisitions, additions and improvements to fixed assets, including buildings, building improvements and land purchases.
CONTINGENCY	A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted.
CONTRACTED SERVICES	Services rendered under contract by personnel who are not on the payroll of the jurisdiction, including all related expenses covered by the contract.
COST ACCOUNTING	Method of accounting which provides for the assembling and recording of all cost elements incurred to accomplish a purpose, carry on an activity or operation, or complete a unit of work or a specific job.
COUNTY ELECTIONS OFFICER	County clerk or registrar of elections.
COUNTY 2000 PLAN	Policy document developed by the County Board of Commissioners that created a service delivery system and finance plan. The plan distinguishes between municipal and Countywide services in an attempt to achieve tax and expenditure equity.
COUNTYWIDE PROGRAMS	Programs that benefit all areas of the County.
CURRENT REVENUE	Revenues of a governmental unit which are available to meet expenditures of the current fiscal year.
DEBT SERVICE	Interest and principal on outstanding bonds due and payable during the fiscal year.
DEBT SERVICE FUND	Established to account for the accumulation of resources and for the payment of general long-term debt principal and interest.
DELINQUENT TAXES	Taxes remaining unpaid on and after the date on which a penalty for nonpayment is attached. Even though the penalty may be subsequently waived and a portion of the taxes may be abated or cancelled, the unpaid balances continue to be delinquent until abated, cancelled, paid or converted into tax liens.
DEPARTMENT	An organization device used by County management to group programs of like nature.
DEPARTMENTAL RESOURCES	Resources directly attributable to departmental efforts/activities or are otherwise required to be allocated to specific activities or purposes; also referred to as "dedicated" resources.

GLOSSARY

DISCRETIONARY RESOURCES	The primary source of funds over which the governing body has options regarding the activities/purposes to which they are allocated. This spending is optional, in contrast to departmental resources or appropriations (expenditures).
EARMARKED FUNDS	Revenues, such as a particular tax, designated by statute or constitution for specific purpose.
EMPLOYEE BENEFITS & TAXES	Amounts paid on behalf of employees; these amounts are not included in their gross salary. They are fringe benefit payments, and, while not paid directly to employees, they are nevertheless a part of compensation. Examples are (1) group health or life insurance payments, (2) contributions to employee retirement, (3) social security taxes, and (4) workers compensation and unemployment insurance payments.
ENCUMBRANCE	Amount of money committed and set aside, but not yet expended, for the purchases of public goods or services.
ENHANCED SHERIFF'S PATROL DISTRICT (ESPD)	County service district formed under the provisions of Oregon Revised Statutes, Chapter 451, and first approved by the voters in the 1987-88 fiscal year. The district provides an enhanced level of sheriff patrol in the urban unincorporated area of the County and is funded by a \$0.6365 permanent tax rate and has its own board of directors (acting through the County Board of Commissioners).
EXPENDITURE	Designates the cost of goods delivered or services rendered whether paid or unpaid.
FEES	Charges for specific services levied by local government in connection with providing a service, permitting an activity or imposing a fine or penalty. Major types of fees include business and non-business licenses, fines, and user charges.
FISCAL YEAR	Twelve-month period for which a budget is prepared. The County's fiscal year is July 1 to June 30.
FIXED ASSET	An asset of a long-term character such as land, buildings, furniture and other equipment with a unit value of \$5,000 or more.
FULL-TIME EQUIVALENT (FTE)	The ratio of time expended in a part-time position to that of a full-time position. The ratio is derived by dividing the amount of employed time required in the part-time position by the amount of employed time required in a corresponding full-time position.
FUNCTIONAL AREA	A group of related activities aimed at accomplishing a major service for which a governmental unit is responsible. Public Safety & Justice is a functional area, which includes the Sheriff's Office, District Attorney, and Community Corrections.
FUND	A sum of money or other resources set aside for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations. A fund is a distinct financial or fiscal entity.
FUND BALANCE	The balance of net financial resources that are spendable or available for appropriation.

GLOSSARY

GENERAL FUND	The main operating fund of the County accounting for expenditures and revenues for Countywide activities. The bulk of the property tax rate is represented by this fund.
GEOGRAPHIC INFORMATION SYSTEM (GIS)	An organized collection of computer hardware, software geographic data and personnel designed to capture, store, update, analyze, display and distribute spatially referenced data.
GOVERNING BODY	County Court, Board of Commissioners, City Council, School Board, Board of Trustees, Board of Directors or other governing board of a local government unit.
GRANT	A contribution from one governmental unit to another, usually made for a specific purpose and time period.
INTERGOVERNMENTAL REVENUES	Revenue received from other governments, such as fiscal aids, shared taxes and reimbursements for services.
INTERNAL SERVICE FUND	Consists of organizations created to perform specified services for other County departments. The services performed are charged to the using department.
LOCAL GOVERNMENT	Any city, county, port, school district, public or quasi-public corporation (including a municipal utility or dock commission) operated by a separate board or commission.
LOCAL OPTION TAX	Voter-approved tax that is levied in addition to the taxes generated by the permanent tax rate. Local option taxes can be for general operations, a specific purpose or capital project. The tax is limited to five years unless they are for a capital project, then they are limited to the useful life of the project or ten years, whichever is less.
MATERIALS & SERVICES	Accounts which establish expenditures for the operating expenses of County departments and programs. These accounts are numbered from 512XX to 51999.
MUNICIPAL SERVICES	An enhanced level of services that benefit a specific geographical area or target population that is smaller than the Countywide area or population.
NORTH BETHANY COUNTY SERVICE DISTRICT FOR ROADS (North Bethany CSDR)	The North Bethany County Service District for Roads was approved by voters in May 2011. The District is authorized a permanent property tax rate of up to \$1.25 per \$1,000 assessed value to pay a portion of the cost of constructing roads to serve the North Bethany area. Additional funding is anticipated to come from a developer paid supplemental system development charge, developer paid transportation development taxes and other transportation funds.
OBJECT	As used in an expenditure classification, a term that applies to the article purchased or the service obtained.
ORDINANCE	Written directive or act of a governing body that has the full force and effect of law within the local government's boundaries, provided it does not conflict with a state statute or constitutional provision. <i>Also see Resolution.</i>
ORGANIZATIONAL UNIT	Any administrative subdivision of the local government, especially one charged with carrying on one or more specific functions (such as a department, office or division).
OTHER CHARGES	Accounts which establish expenditures for expenses other than salary or operations, such as debt service.

GLOSSARY

PER CAPITA	Amount per individual.
PERMANENT RATE	The maximum rate of ad valorem property taxes that a local government can impose. Taxes generated from the permanent rate can be used for any purpose. No action of the local government can increase the permanent rate.
PROGRAM	A group of related activities to accomplish a major service or function for which the local government is responsible.
PROGRAM EVALUATION CRITERIA	A matrix of questions used to evaluate County programs to determine if the program should continue within the County service system. The matrix uses criteria such as: (1) is the service duplicated by others? (2) is the service mandated? (3) is the service controllable by the County?; etc.
PROPOSED BUDGET	Financial and operating program prepared by the Budget Officer, submitted to the public and the Budget Committee for review.
REAL PROPERTY	Land and attached structures.
REIMBURSEMENT	Payment received for services/supplies expended for another institution, agency or person.
RESERVE	An account that records a portion of the fund balance which must be segregated for some future use and which is, therefore, restricted for future appropriation or expenditure.
RESOLUTION	An order of a governing body. Requires less legal formality and has lower legal status than an ordinance. Statutes or charter will specify which actions must be by ordinance and which may be by resolution.
RESOURCES	All the means of financing a budget (beginning balance, miscellaneous revenues) except for encumbered or general reserves.
REVENUE	Money received to finance ongoing County governmental services (e.g., property taxes, charges for service, licenses and permits).
SALARIES AND EMPLOYEE BENEFITS	Accounts which establish all expenditures for employee-related costs.
SCHEDULE	A listing of financial data in a form and manner prescribed by the state.
SHARED TAXES	Taxes collected by one level of government and distributed in whole or part to other levels according to a formula.
SPECIAL DISTRICT	Independent unit of local government generally organized to perform a single function (e.g., street lighting, road maintenance, parks, fire departments).
SUBVENTION	Provision for assistance or financial support, usually from a higher governmental unit.
SUPPLEMENTAL BUDGET	Prepared to meet unexpected needs or to spend revenues not anticipated at time regular budget was adopted; cannot be used to authorize a tax levy.

GLOSSARY

TAX LEVY	Amount of tax dollars raised by the imposition of the tax rate on the assessed valuation.
TAX RATE	The rate per one thousand dollars of the assessed valuation base necessary to produce the tax levy.
TAXES	Compulsory charges levied by a governmental unit for the purpose of financing services performed for the common benefit.
TRANSFERS	Amounts distributed from one fund to finance activities in another fund; shown as an expenditure in the originating fund and a revenue in the receiving fund.
UNAPPROPRIATED ENDING FUND BALANCE	Amount set aside in the budget to be used as a cash carryover to the next years budget, to provide the local government with a needed cash flow until tax money is received from the County Treasurer in November. This amount cannot be transferred by resolution or used through a supplemental budget.
UNINCORPORATED AREA	The areas of the County outside city boundaries.
URBAN ROAD MAINTENANCE SERVICE DISTRICT (URMD)	This County service district was formed under the provisions of Oregon Revised Statutes, Chapter 451. This District provides an enhanced level of local road maintenance to the urban unincorporated area of the County.
WISARD	Washington County Information System and Resource Database. The County's automated financial and human resources management system implemented in 2001.