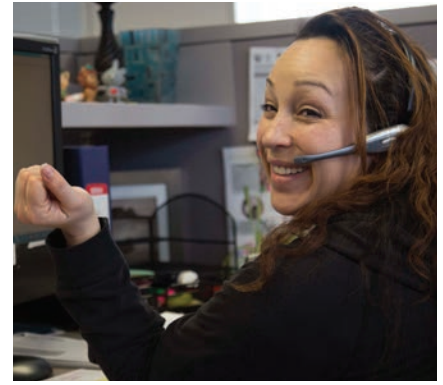




# Proposed Budget Summary



Fiscal Year 2022-23

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# Commissioner Districts

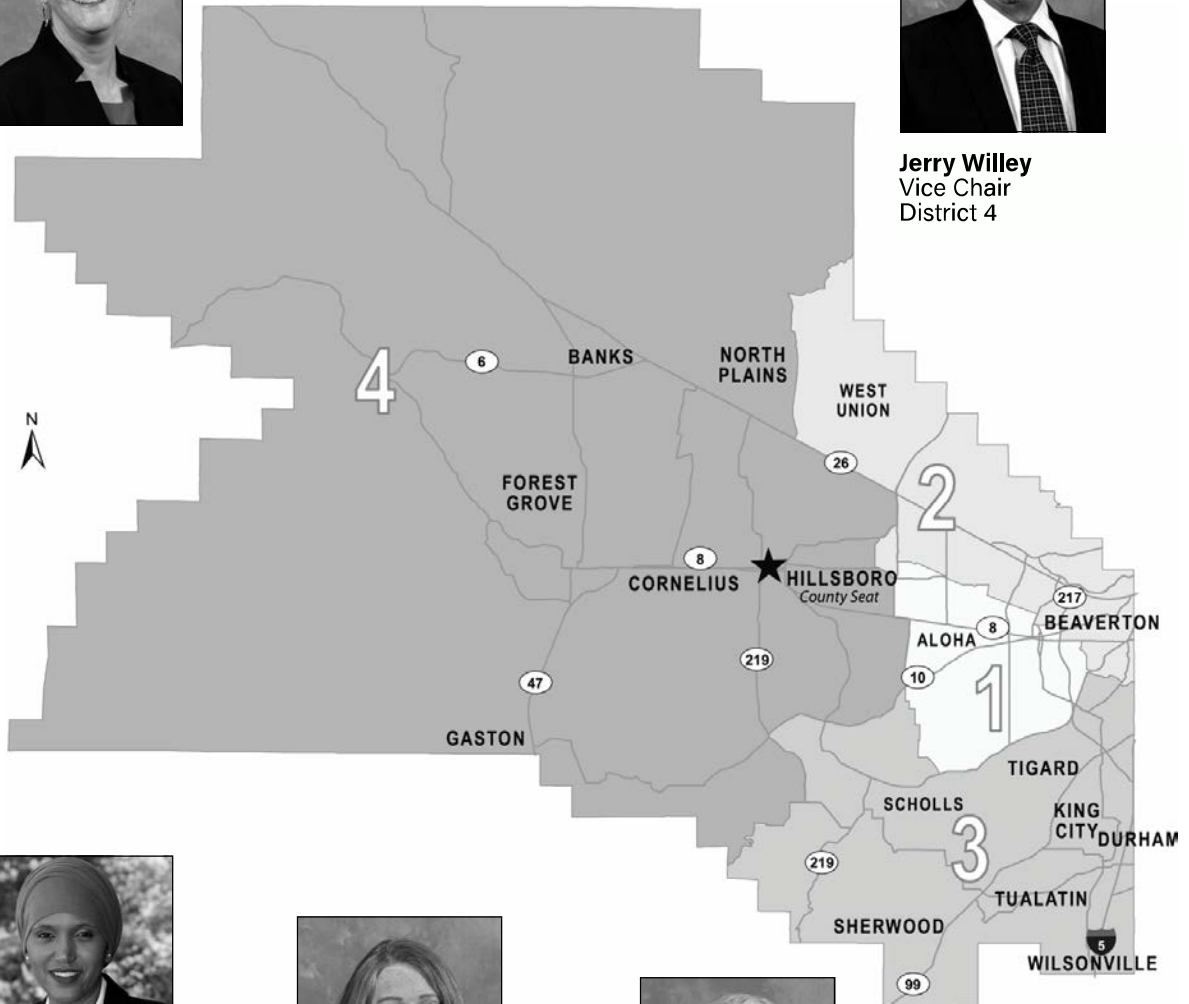
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**Kathryn Harrington**  
Board Chair  
Commissioner at Large



**Jerry Willey**  
Vice Chair  
District 4



**Nafisa Fai**  
District 1



**Pam Treece**  
District 2



**Roy Rogers**  
District 3

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# Budget Committees

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**WASHINGTON COUNTY  
SERVICE DISTRICT FOR LIGHTING NO. 1**

May 9 & May 12, 2022

**Board of Commissioners**

Kathryn Harrington, Board Chair  
Jerry Willey, Board Vice Chair  
Nafisa Fai  
Roy Rogers  
Pam Treece

**Lay Budget Committee Members**

Karen Bolin  
Jennifer Burghardt  
Paul Lathrop  
Cesar Maldonado  
Joseph Ross

**ENHANCED SHERIFF'S PATROL DISTRICT  
URBAN ROAD MAINTENANCE DISTRICT**

May 16 & May 19, 2022

**Board of Commissioners**

Kathryn Harrington, Board Chair  
Jerry Willey, Board Vice Chair  
Nafisa Fai  
Roy Rogers  
Pam Treece

**Lay Budget Committee Members**

Stephen Baron  
Raymond L Eck, Jr  
J. Sean Fields  
Melissa Laird  
Fernando Lira

**NORTH BETHANY COUNTY SERVICE DISTRICT FOR ROADS**

May 19, 2022

**Board of Commissioners**

Kathryn Harrington, Board Chair  
Jerry Willey, Board Vice Chair  
Nafisa Fai  
Roy Rogers  
Pam Treece

**Lay Budget Committee Member**

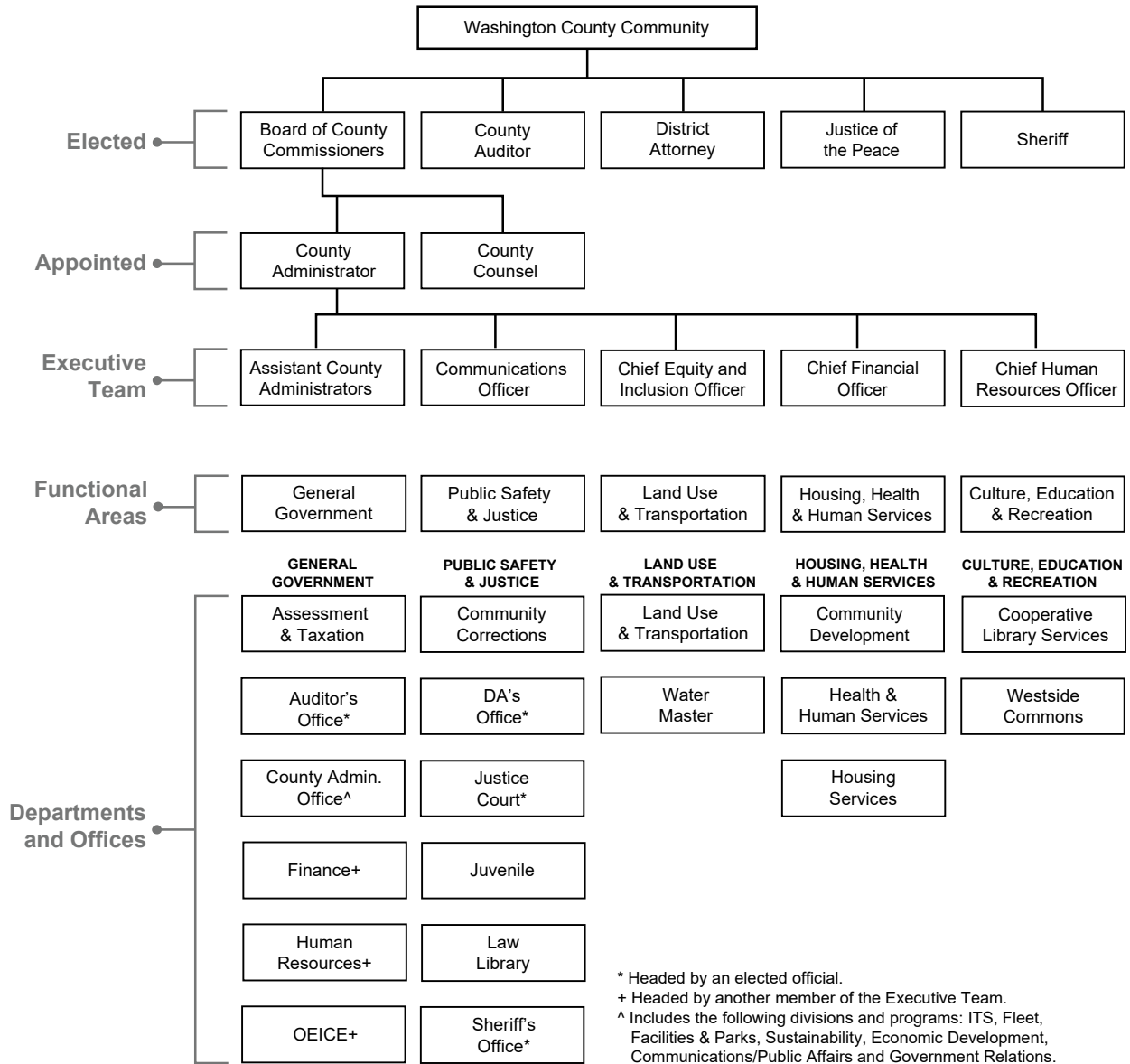
Sarah Beachy  
Alicia Gruber  
Daniel Reid  
Fuhua Xu  
Bruce Young

**Budget Submitted By:**

Tanya Ange, County Administrator

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# Functional Area Chart



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# Budget Message

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

This proposed budget for fiscal year 2022-23 arrives as our community is emerging from over two years of challenges the likes of which we have not seen in generations. Our community, our partners and our own organization have experienced the strain of first reacting to and then recovering from unprecedented, overlapping crises of a pandemic, a recession and an ongoing housing crisis, just to name three. It is not an exaggeration to say that public services provided at all levels of government and nonprofit organizations have proven critical to the survival and protection of our health, well-being and sense of civic life, paving the way for the community to muster an eventual economic recovery. Washington County has been and continues to be a vital part of this community-focused work.

As we emerge from the acute impact of these compounded events, we have an opportunity to learn everything we can from our experiences and to rethink our approach going forward. We have the opportunity to mitigate against the worst impacts of the pandemic, to act in direct opposition to the disparities that were revealed over these last two years and to strengthen our ties with our fellow government and community-based organizations serving the same Washington County community.

## **Community Engagement**

The building of this year's proposed budget has been informed by participants in two town hall meetings hosted by the Board of Commissioners, one involving 227 participants in December 2021 and the other with over 85 participants in March 2022. Participants called for the County to be more inclusive, make services more accessible to those with disabilities, build trust with and better support immigrant communities and communities of color and invest more in removing language and cultural barriers to accessing services. Participants also encouraged the County to continue with its equity focus as well as highlighted additional investment in programs to address climate change; expansion of transportation services including public transportation; public safety services like those provided by the Sheriff's Office, Community Corrections and the alternatives for at-risk youth provided by the Juvenile Department; after-school programs; continued support for pandemic recovery for renters and businesses; programs addressing houselessness through affordable housing; expansion of rural broadband services, tree protection in urban and rural forested areas and the importance of livability and walkability for people supported by low-income housing.

A summary of these expressions of budget priorities have been shared with the Board, the leadership of our County departments and programs and have been posted to the County's website. Our intent is to weigh this input and additional comments we receive as part of the remaining steps of the budgeting process. We are grateful to the community-based organizations and Town Hall participants who took time to give their input and partner with the County.

Additional opportunities for ongoing input from the community are emerging from the County's equity work, first set in motion by the Board's adoption of the Equity Resolution in February of 2020 and now supported through the Office of Equity, Inclusion and Community Engagement with help from a structure of advisory and leadership committees, both internal and external to the organization. The Office of Equity has also helped establish an equity-focused framework, called our "Budget Equity Tool," for understanding the proposed budget this year. The County's equity work, described in more detail throughout this message and proposed budget summary, continues to be a high priority for the Board and has been incorporated throughout this proposed budget.

## **Structural Challenges to Our Financial Model**

These opportunities also come as major challenges to the County's budget are being revealed at a structural level, including the need to more clearly assess community need, prioritize activities and services to meet that need and to design a stable revenue framework to fund these needs over time. Analysis in this proposed budget summary will show a critical moment has arrived to examine our financial foundations and clarify investment priorities. The buildup to our current situation has been underway over the last several years. Interim County Administrator Stephen Rhodes posed questions about fundamentally reshaping the County's approach to budgeting in his FY 2020-21 budget message, shared when the pandemic was just months old.<sup>1</sup> Last year's budget message

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<sup>1</sup> "A parting thought about this proposed budget in this time of crisis has to do with the process of budgeting itself. Just as our current focus is on reshaping the physical and economic health of our community, it may be time to rethink our budget and the budgeting process. The County may take advantage of this moment in our history to re-visit and apply new perspectives to budgeting by examining questions such as: How should our resources best be allocated? What needs does the community have in the current era? Doing so could lead to a new expression of priorities, service levels, revenue sources and overall policy direction." Washington County Adopted Budget Summary, FY 2020-21, page 14 [https://www.co.washington.or.us/Support\\_Services/Finance/CountyBudget/upload/2020-21\\_Adopted\\_Budget\\_Summary.pdf](https://www.co.washington.or.us/Support_Services/Finance/CountyBudget/upload/2020-21_Adopted_Budget_Summary.pdf)

# Budget Message

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highlighted the risks involved with using one-time funds to support on-going County services.<sup>2</sup> These discussions have also arrived as the Board of County Commissioners begins the process of re-building the organization's Community Strategic Plan, moving us forward towards a longer-term organizational vision.

## **Expenditure Pressure Outpacing Revenues**

In full view of this public input, Board direction and our early analysis of the situation unique to this fiscal year, a critical challenge becomes clear: the pressure to increase or expand services is not supported by our current revenues. The constraints, on both the revenue and expenditure sides of the ledger, quickly bring the budget discussion to that of prioritization.

With this context in mind, the proposed budget has been crafted to address these considerations:

- Listen to community input;
- Begin a multi-year implementation of a "Budget Equity Tool" described later in this document;
- Fund essential community service levels;
- Fund Board budget priorities;
- Continue historical General Fund transfers to MSTIP and WCCLS;
- Minimize capital spending; and
- Carefully navigate federal and state legislative and regulatory changes.

More information about each of these objectives are addressed later in this message and throughout the proposed budget summary. They are highlighted here for early context in understanding how the proposed budget has been constructed, what priorities are being uplifted and as a roadmap the organization is using to navigate our financial constraints and community-focused aspirations.

The remaining portions of this message reflect on our constrained revenue situation, the limited investments proposed for FY 2022-23 and thoughts about the way forward.

## **Revenue Analysis**

These turbulent times serve as a backdrop for the strengths and vulnerabilities associated with our revenue sources.

Chief among these is the funding derived from property taxes. Although the recession has affected real market values, assessed values have stayed stable throughout the pandemic, providing the County with a degree of certainty that municipal governments elsewhere in the country may not have. The County's total real market value grew from \$139.7 billion in FY 2020-21 to \$150.7 billion in FY 2021-22. This \$11 billion (8%) increase year-over-year represents a cooling of the market relative to last year's \$18.2 billion (15%) increase.

Under Oregon's property tax system, assessed values may only grow by 3%, unless a property is being newly developed or has experienced major improvements. This cap resulted in an overall growth in assessed values of \$3.1 billion (just over 4%) for the current fiscal year 2021-22. After applying Washington County's permanent tax rate of \$2.2484 per \$1,000 of assessed value and accounting for delinquencies in collection, total property taxes budgeted by Washington County for FY 2021-22 were \$171 million. Future assessed value growth is anticipated to be 4% in this proposed budget, generating an anticipated \$15 million increase. This single revenue source represents 58% of the County's General Fund revenues.

As mentioned in the message for last year's proposed budget, the policy framework codified in Oregon law during the 1990s around property taxes – Washington County's primary discretionary revenue source – remains a structural constraint. The updated chart below illustrates how permanent property tax rates established in our three-county region compare to one another and to the rate of population growth each county has experienced since permanent rates were established in 1997.<sup>3</sup>

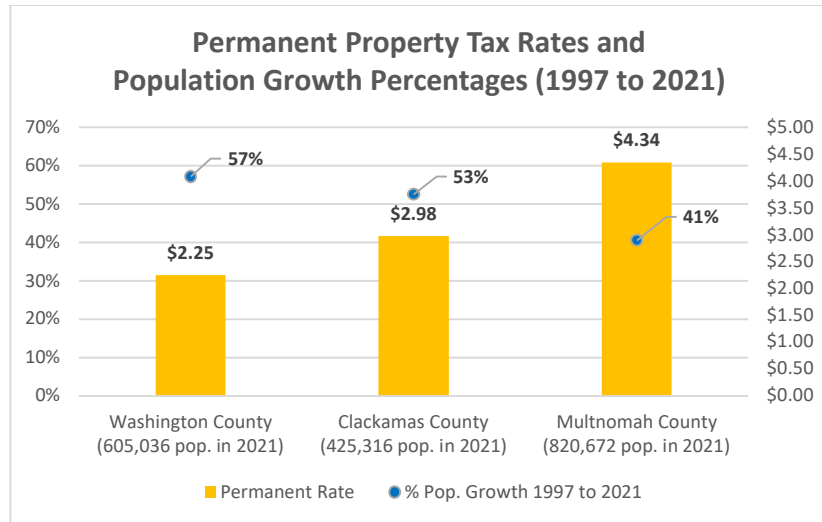
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<sup>2</sup> "A critical assumption for the Budget Committee and Board of County Commissioners to consider is how these one-time resources may not be available in ensuing fiscal years. As discussed earlier, the reality of using one-time resources now can mask structural issues later, including an obscured misalignment between what the County's constrained revenues can support and what our community expects over time." Washington County Adopted Budget Summary, FY 2021-22, page 15 [https://www.co.washington.or.us/Support\\_Services/Finance/CountyBudget/upload/2021-22\\_Adopted\\_Budget\\_Summary.pdf](https://www.co.washington.or.us/Support_Services/Finance/CountyBudget/upload/2021-22_Adopted_Budget_Summary.pdf)

<sup>3</sup> This chart was updated primarily to show Portland State University's downward adjustment of county-by-county certified population estimates for 2021 to synchronize with the U.S. Census Bureau's decennial numbers for 2020. As a result, roughly 15,000 fewer people were made part of PSU's 2021 certified population estimate for Washington County when compared to PSU's certified number for 2020.



# Budget Message



Source: Portland State University, Population Research Center, December 2021.

## Reliance on Local Option Levies

One result of these legal constraints on property taxes is an increased reliance by Washington County and other municipal governments on property taxation that is allowed, with voter approval, above each government’s permanent rate. This additional taxation, called local option levies, can be in effect for a maximum of five years at a time before these levies expire, are renewed at the same rate or replaced at a different rate by voters. After approval by voters in May 2020, two such levies began their five-year lives this fiscal year, one funding a spectrum of public safety services and the other supporting library services. Without this levy support, the County would simply not have the resources to meet current levels of service for public safety and libraries.

Another good example of this reliance is the Enhanced Sheriff’s Patrol District (ESPD). This district was designed by the County to fund an additional level of police services in urban unincorporated neighborhoods, a level that is greater than that provided by the Sheriff’s Office countywide. Voters in these urban unincorporated areas approved the creation of the District in the late 1980s as a separate legal entity from the County and a permanent tax rate was later established for ESPD of 64¢ per \$1,000 of assessed value. Over time, as the permanent rate for the District could no longer produce the resources needed to maintain service levels in step with population growth, the ESPD has generated a reliance on local option levies to make up the difference. At this May’s Primary Election, the Board has placed a local option levy on the ballot to replace the current local option rate of 68¢ per \$1,000 of assessed value with a new rate of 83¢, a 15-cent increase.

## Strategic Investment Program Agreements

With respect to General Fund revenues, the next largest source involves \$65.6 million in operating transfers, a category largely composed of \$40 million derived from the fund holding payments to the Strategic Investment Program (SIP). The purpose of the SIP is to use property tax abatement over 15-year increments to promote economic development and create and retain private-sector jobs whenever a company makes eligible investments more than \$100 million (or more than \$25 million in rural areas). The County’s agreements with Intel Corporation represent the largest amount of SIP revenue. This source of General Fund support has been growing by about 7% in recent years but is projected to flatten and slowly decline over the next five years.

## Transient Lodging Tax

This revenue source draws from the economic activity generated in Washington County by the hospitality industry, specifically bed stays in hotels, motels and other places for over-night accommodation. Washington County collects these revenues on behalf of itself, city governments and other recipients such as Westside Commons (formerly known as the Fair Complex) and the Washington County Visitors Association. These revenues plummeted quickly at the onset of the pandemic, but over-night stays have increased dramatically in the current fiscal year as public health restrictions relaxed and travel has resumed. The proposed budget for FY 2022-23 anticipates a 79% increase in transient lodging tax receipts. For context, this budgeted revenue of \$4.5 million in transient lodging

# Budget Message

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tax – which is slightly above the average budgeted revenue in the three years just prior to the pandemic – represents less than 2% of total General Fund revenues in this proposed budget.

## **Special Funds**

Unlike the General Fund, which is supported by discretionary revenue that can be allocated to a broad range of services supporting the County’s mission, Washington County has established special funds with the intent that they are restricted to specific legally required or policy-directed uses. Although many special fund revenue sources are flat or growing modestly, certain systems of service supported by special funds continue to experience strain. Among these are the Current Planning and Building Services programs within Land Use and Transportation, each of which were designed to be fee-supported and each of which has experienced chronic underfunding due to a decline in development activity, especially within the confines of the urban unincorporated area. Additional strain among special funds, such as in the Community Corrections Department, can be attributed to unkept state commitments to be described later in this message.

## **One-time Federal Aid**

As mentioned earlier, Washington County has been the recipient of critical one-time federal aid to assist with our pandemic response and recovery.

- **The Coronavirus Aid, Relief and Economic Security (CARES) Act**, passed the spring of 2020, provided Washington County \$104.66 million to be spent by the end of the 2020 calendar year to support ongoing public health and emergency operations and to mitigate other impacts of the pandemic on the community.
- **The American Rescue Plan Act (ARPA)**, passed in the spring of 2021, has begun to provide Washington County one-time revenue to support pandemic-related response and recovery operations with a particular focus on addressing pandemic-related inequities and disparities experienced in the community. Washington County received its first ARPA payment of \$58.3 million ARPA funds last fiscal year and is expected to receive its next \$58.3 million payment in the current fiscal year for a total of \$116.6 million. These funds must be obligated by the end of 2024 and spent by the end of 2026.

From a revenue perspective, caution must be applied regarding any one-time revenue source – especially one as large as this – given the tension between supporting services for on-going community needs and the needs that arise in the sharp rise and fall of service demand during an emergency like the pandemic. Over reliance on one-time revenue to support on-going service needs will have the effect of masking ongoing structural problems in the County’s financial approach. More about the County’s use of these one-time funds is provided in the Expenditure Analysis section below.

## **Expenditure Analysis**

Under Oregon budget law, the expenditures outlined in this or any future proposed budget must balance against the limited resources produced each fiscal year by the constrained revenue system just described. The resulting array of expenditure decisions reflected in this balanced budget has been formulated with a number of considerations in mind.

## **Implementation of the Budget Equity Tool**

Washington County acknowledged long-standing racial disparities throughout the community when the Board adopted the organization’s Equity Resolution two years ago. Within a heartbeat of that Board action, disparate outcomes in public health and economic well-being became starkly evident as our community plunged into the COVID-19 pandemic.

The challenge of moving towards a state of racial equity where, as the Equity Resolution states, “race no longer determines one’s socio-economic outcomes” will not come over night. Instead, our work towards this goal will take a multitude of intentional, deliberate actions throughout the County’s many systems of service over the course of many years.

To that end, this year’s proposed budget will reflect an equity approach, using the Budget Equity Tool mentioned earlier, toward ways the organization analyzes the outcomes of our budget investments. In this first year of implementing the tool, the proposed budget establishes baseline data and allows us to identify data gaps to focus on addressing over time. Our first year of implementation also provides a moment to celebrate existing equity work that has been underway across the organization. Proposed budgets for fiscal years ahead will provide an opportunity to continue implementation of the Budget Equity Tool to 1) use data to make decisions that advance equity and 2) engage impacted communities in decision-making.

# Budget Message

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## **Funding Essential Community Service Levels**

Washington County's services are essential to the functioning of our community. The list is lengthy and includes public health, behavioral health, public safety, access to judicial services, participation in elections, collection and distribution of property tax revenue to schools, cities and special districts, and so forth. Maintaining these and other critical services for a growing community is core to the public service mission of a county government.

On the other hand, as discussed earlier, our current revenue framework for meeting the growing demand for these services is not sustainable. The proposed budget uses the available resources to uphold at least a minimum level of service for these core county functions. Expanding services beyond this minimum is not the focus of this year's proposal, unless doing so is required by state or federal mandate. Investments in additional capacity over the long term will need to be prioritized through processes such as the Board's anticipated update of the Community Strategic Plan.

## **Funding Legacy Investments**

As mentioned earlier, reforms to Oregon's property tax system in the 1990s created permanent property tax rates for local governments and imposed limitations on property tax growth. When the rates were established, any temporary property tax levies were rolled into the permanent tax rates. Washington County had two such temporary property tax levies in effect at that time, one supporting transportation improvements and one supporting libraries. Past Boards of County Commissioners have chosen to transfer consistent funding to Washington County Cooperative Library Services and the Major Streets Transportation Improvement Program (MSTIP). This fiscal year, these two transfers amount to 17% of total General Fund expenditures, thereby continuing these investments at historical levels.

## **Navigating Sharp Increases in Inflation**

What had been a low and predictable inflationary environment over the last several years dramatically changed within the last 12 months. Public health restrictions meant to protect the health care system from collapsing also shocked the labor market and slowed productivity throughout the supply chain, creating a backlog of vehicles and other goods despite increased demand. As the availability of vaccine and the relaxing of public health measures contributed to economic recovery – returning employment to nearly pre-pandemic levels – wages have increased by as much as 17% statewide since the start of the pandemic.<sup>4</sup> More recently, the Russian invasion of Ukraine has added upward pressure on oil prices globally.

Taken together, supply-chain problems, wage increases and higher oil prices are all contributing to an inflationary environment for next year's County budget and possibly beyond. Inflationary increases are compounded by a low-interest-rate-environment, providing even fewer County resources to adapt and adjust to these pressures. The proposed budget assumes an even-handed approach to cost-of-living adjustments, a 4.5% increase for both represented and non-represented employees. Our challenge will be to navigate this period of increasing prices for fuel, asphalt and wages while staying focused on our public-service mission.

## **Minimize Capital Spending**

Although the County has ambitious goals for supporting several areas of County operations with capital projects, the proposed budget takes a minimalist approach given our current financial environment. Next year's budget anticipates limited General Fund spending on capital projects, materials and services or other investments that can be postponed without affecting the health or safety of County employees and the public. Within this context, the County will need to explore strategic investments in its technology systems as it modernizes, such as an enterprise resources planning (ERP) replacement.

## **Managing Federal and State Mandates**

Until the late 1950s, county governments in Oregon were by and large deemed in state statutes to be instruments of state authority and administration, albeit with locally elected governing bodies. This legacy of integrated county-state administrative purpose remains to this day, although counties have since been granted authority under the Oregon Constitution "over matters of county concern."<sup>5</sup> Over time, state and federal requirements have been passed down to counties through the adoption of statutory obligations that too often have lacked the accompanying resources necessary to achieve them. These mandated programs – as needed as they might be by our community – are contributing to the structural challenges imbedded in Washington County's current

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<sup>4</sup> Oregon Office of Economic Analysis, "Oregon Economic and Revenue Forecast: March 2022," February 9, 2022. <https://www.oregon.gov/das/OEA/Documents/forecast0322.pdf>

<sup>5</sup> Oregon Constitution, article VI, section 10 [https://www.oregonlegislature.gov/bills\\_laws/Pages/OrConst.aspx](https://www.oregonlegislature.gov/bills_laws/Pages/OrConst.aspx)

# Budget Message

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financial model for supporting community-focused services. Examples of these unfunded mandates can be found throughout the proposed budget.

- **Pay Equity** – Washington County began an effort just prior to the pandemic to implement Oregon’s 2017 equal pay legislation. The County initiated an internal equal pay analysis in 2020 to evaluate the County’s pay practices and correct pay inequities between employees who perform similar work and who have similar qualifications, such as seniority, experience and education. This mandated process corresponded with the County’s overall equity goals and is bringing compensation levels for 154 employees in line with their similarly qualified colleagues. As much as this legislative requirement represents the right thing to do for our employees, the \$2.8 million impact of these unfunded changes are being felt across the entire proposed budget for FY 2022-23.
- **Changes to Criminal Discovery Process** – The 2021 Legislature changed a long-standing process for making evidence in criminal prosecutions available to defense attorneys and their clients. Prior to enactment of this legislation, the District Attorney’s Office would share reports in their possession with the defense, but also give permission to go directly to the police agencies and inspect and copy any additional evidence if they wished. As the volume and type of digital evidence increased dramatically in the last decade (due to a growing body of evidence now being captured on computers, cell phones, and body worn cameras), this practice has helped to manage workload and limit costs. The new legislation amends the discovery statutes by increasing the duties on the DA’s Office to obtain, store, copy and provide evidence from police departments to defense attorneys. This change will result in increased personnel and digital storage needs. The mandated change in approach does not compensate the County for the additional personnel, resources and information technology necessary to handle the volume of workload.
- **Community Corrections** – The state-county system of criminal justice services relies on careful supervision of people who are not incarcerated in the County Jail or a state prison. Washington County’s Community Corrections Department provides this function for the entire system, using research-supported programs to facilitate the effective transition of individuals into productive, law-abiding lives. Under a long-established state-county partnership, the state has pledged funding to cover supervision, sanctions and services associated with felony cases since 1996. Funding levels have been established through the statutorily required Actual Cost and Time Study (ACS). The state’s funding obligations within this partnership have resulted in shortfalls over the last several fiscal years, including currently. Additional pressure to the County is coming in the form of a state prohibition on the collection of client fees (Senate Bill 620), a general increase in the County-funded misdemeanor population under supervision and internal cost sharing within the County organization. The proposed budget once again increases the General Fund support to Community Corrections in order to maintain the current service levels.

## Funding Board Budget Priorities for FY 2022-23

As mentioned earlier in this message, no organization can do everything at once. Through multiple discussions at the Board’s Roundtable meetings and other venues, the Board of County Commissioners established a list of priority projects to guide the organization. Several of the Board’s priorities for the upcoming fiscal year have already been described in this message, including funding the ongoing response to and recovery from the COVID-19 pandemic and the continued implementation of the County’s equity work. Additional Board priorities for the next fiscal year include:

- **Broadband** – The purpose of the broadband investment plan is to position Washington County and its partners to receive external funding for broadband deployment. The project will summarize the countywide package of broadband investments necessary to achieve shared broadband goals in infrastructure, access and affordability.
- **Center for Additions Triage and Treatment (CATT)** – This will be a comprehensive program offering assessment, sobering, withdrawal support, residential treatment, stabilization services, peer mentoring and outpatient services. The model is centered on the values of rapid access, racial equity, family inclusion, mental health support and person-centered services. The CATT will bring together systems to provide a central access point into various social services, including supported housing and employment resources.
- **Climate Action/Sustainability** – The FY 2022-23 budget provides level funding for the County’s Sustainability Program. Historically focused on reducing the County’s energy footprint, in FY 2022-23, the team will begin to scope a climate action plan, in partnership with the community.
- **County Services – Strategic Planning** – The purpose of this project is to prepare the organization for a strategic planning process and the issuance of a request for proposals for a consultant to assist with strategic planning. Key deliverables include implementation of an internally focused initiative called “Design the Future” to ready the organization for this strategic planning and other improvements as well as an analysis of County services and service levels.

# Budget Message

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- **Courthouse Planning** -- The Washington County Courthouse was built in 1928 with an addition and renovations to the structure in 1972. The Courthouse has been unable to expand the number of courtrooms and judges to handle the increase in cases filed in Washington County, given the growth in population. In FY 2022-23, the organization will evaluate resources available to initiate a courthouse planning project, in partnership with state and local stakeholders.
- **Economic Development** -- The FY 2022-23 budget funds the implementation of Washington County's first economic workplan. Inextricably tied to economic recovery from the COVID-19 pandemic, the Board of County Commissioners recognized that the County could play a larger role in supporting economic development across the jurisdiction. The program will support the county's smaller cities and unincorporated areas and help facilitate and elevate countywide conversations about shared economic challenges.
- **Facilities Plan** -- Like other jurisdictions, many of the County's facilities are aging and need to be remodeled, expanded and/or replaced and these upgrades will require significant new resources. There are several new facility initiatives and investments that have recently been made or are being planned. The Board of County Commissioners wants to be prudent, strategic and forward thinking in addressing these deficiencies and the new initiatives. The FY 2022-23 budget funds a comprehensive assessment of facility condition, an assessment of current needs, and a draft capital improvement program to facilitate decision-making by the Board.
- **Housing and Homelessness (SHS Funding)** -- The Department of Housing Services is leading the implementation of the voter-approved Supportive Housing Services (SHS) program. This program, made possible by the largest revenue-generating measure per capita dedicated to addressing homelessness, positions the region to create at least 5,000 supportive housing placements across the three counties.
- **Implementation of House Bill 2001** -- House Bill 2001 was passed by the Oregon Legislature and signed into law in 2019 with the intent to increase housing supply and housing choice by reducing barriers to housing types that can be smaller and/or less costly than new detached houses. House Bill 2001 requires Washington County by June 2022 to *allow* additional housing types, "middle housing" (such as duplexes, triplexes, quadplexes, townhomes and cottage clusters), in residential areas where detached dwellings are now allowed.
- **Metro Housing Bond** -- The Metro Affordable Housing Bond allocates \$188 million for the development of 1,316 affordable homes within Washington County. Washington County is responsible for implementing the Metro Affordable Housing Bond in areas of the county that are inside the Metro service district and outside the cities of Beaverton and Hillsboro. The regional bond funds may be used to build new housing units or to preserve and rehabilitate existing units that are at risk of becoming unaffordable due to rapidly rising rents. While many of these units are expected to provide rental housing, homeownership units may be supported with bond resources.
- **Metro Parks Bond** -- The Board of County Commissioners identified potential investments in regional parks facilities using funds from the Metro Parks bond.
- **Redistricting** -- Washington County commissioner districts will be reapportioned in 2022. The redistricting process follows a prescriptive process called for in the County Charter and includes appointment of a county official, a report on population distribution, preparation of a reapportionment plan and plan receipt and ordinance to alter district boundaries.

# Budget Message

## Proposed Budget

Within the context provided above, the following chart depicts the proposed Washington County budget for all funds in the coming fiscal year, listed alongside the most recent adopted and modified budgets.

Description	Adopted	Modified	Proposed	Change	% of	
	2021-22	2021-22	2022-23	\$	%	Total
General Government	\$ 137,881,864	188,439,631	139,084,385	(49,355,246)	-26%	9%
Public Safety & Justice	218,950,685	221,551,266	226,515,934	4,964,668	2%	14%
Land Use & Transportation	118,383,338	135,179,037	134,596,782	(582,255)	0%	8%
Housing, Health & Human Services	250,707,298	269,979,819	296,850,965	26,871,146	10%	19%
Culture, Education & Recreation	64,503,614	64,521,064	71,531,167	7,010,103	11%	4%
Non-departmental	5,361,834	14,087,634	31,198,873	17,111,239	121%	2%
<b>subtotal</b>	<b>795,788,633</b>	<b>893,758,451</b>	<b>899,778,106</b>	<b>6,019,655</b>	<b>1%</b>	<b>56%</b>
Capital	258,637,090	293,043,837	313,149,706	20,105,869	7%	20%
Non-operating	349,012,696	352,737,488	381,955,222	29,217,734	8%	24%
<b>Totals</b>	<b>1,403,438,419</b>	<b>1,539,539,776</b>	<b>1,594,883,034</b>	<b>55,343,258</b>	<b>4%</b>	<b>100%</b>
General Fund	333,954,449	351,045,446	366,316,438	15,270,992	4%	23%
Special Funds	1,069,483,970	1,188,494,330	1,228,566,596	40,072,266	3%	77%
<b>Totals</b>	<b>\$ 1,403,438,419</b>	<b>1,539,539,776</b>	<b>1,594,883,034</b>	<b>55,343,258</b>	<b>4%</b>	<b>100%</b>
General Fund	1,158.58	1,179.38	1,171.78	(7.60)	-1%	49%
Special Funds	1,147.12	1,157.52	1,196.22	38.70	3%	51%
<b>FTE's</b>	<b>2,305.70</b>	<b>2,336.90</b>	<b>2,368.00</b>	<b>31.10</b>	<b>1%</b>	<b>100%</b>

The overall picture of the County's proposed spending plan for FY 2022-23 shows modest increases in General Fund (4%) and special fund (3%) expenditures. Large decreases in the General Government functional area are explained by the burn-down of federal pandemic-related funding in the COVID-19 Response and Recovery Fund. Increases to the Non-departmental functional area are explained by the one-time increase to General Fund Contingency needed to achieve balance and meet the Board's reserve targets among net discretionary revenues. More about the extraordinary steps taken to balance the budget this year are described below.

### General Fund Forecast

As mentioned at the beginning of this budget message, the County is facing critical financial challenges this fiscal year, both in the moment of building this proposed budget and as a consequence of long-term structural or systemic problems impinging on the organization's ability to support its community-focused mission. As a result of both layers of challenge, the total requested General Fund expenditures outstripped our General Fund revenues for FY 2022-23, putting the County off course in achieving the Board's reserve policy for the General Fund by approximately \$30 million.

### Short-term Actions to Achieve Balance

In the immediate term, the County Administrative Office has been working intensely with the Finance Department and various other County departments and offices to arrive at General Fund balance and produce the required reserves. An overriding principle guiding this effort was maintaining essential County services, to avoid cuts to existing County personnel and weakening our fiscal strength in future budget years. A summary of these steps, categorized on both the revenue and expenditure sides of the equation, is provided below.

# Budget Message

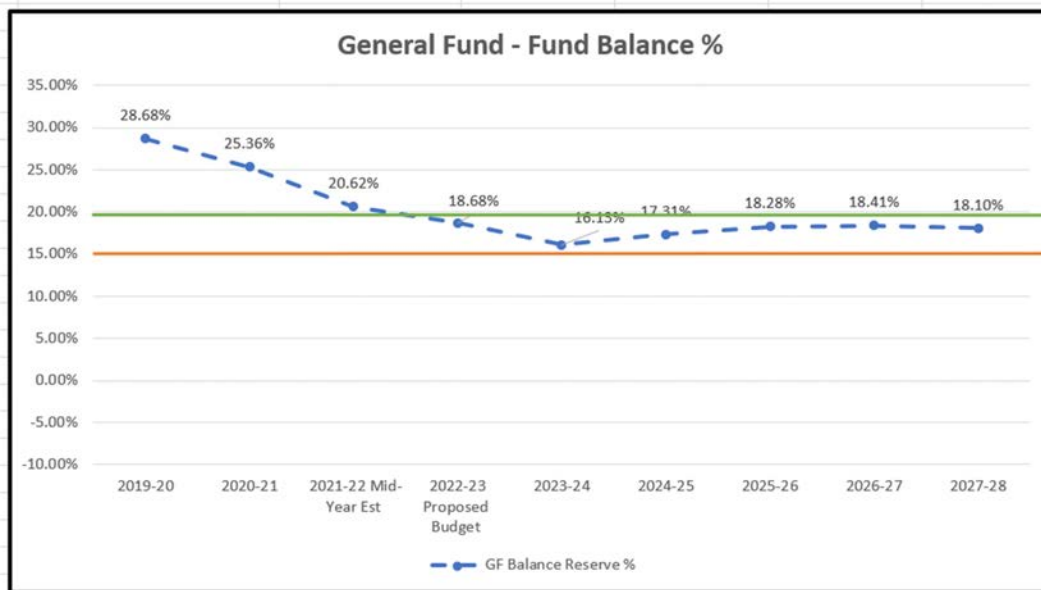
## One-time Actions to Balance the General Fund for the FY 2022-23 Proposed Budget

<u>Revenue increases:</u>	<u>Expenditure reductions:</u>
<ul style="list-style-type: none"> <li>• \$3 million in one-time SIP revenue</li> <li>• \$2.7 million in federal pandemic relief revenue to support services directly impacted by the COVID-19 pandemic</li> <li>• \$2.4 million in interest earnings in FY 2021-22 and FY 2022-23</li> <li>• \$2 million in beginning fund balance</li> <li>• \$1.2 million savings to the General Fund because of pandemic-related staff redeployments funded by one-time federal aid</li> <li>• \$0.9 million in additional proceeds from the sale of real property</li> </ul>	<ul style="list-style-type: none"> <li>• \$4 million savings from postponing General Fund allocations for one year to the Housing Production Opportunity Fund (HPOF)</li> <li>• \$4 million savings from funding only the highest-priority capital projects for Facilities and Information Technology Services (ITS)</li> <li>• \$3.7 million savings from a temporary freeze on all vacant General Fund positions to allow time for a position-by-position analysis in the coming months</li> <li>• \$3.6 million savings from denying requested General Fund positions from departments as well as temporary employment support to Finance</li> <li>• \$1.5 million savings from eliminating the General Fund transfer to Fleet reserves</li> <li>• \$0.8 million savings from one-time cuts to special projects, expanded use of grant funds and a 5% cut to annual payments to Community Network nonprofits</li> <li>• \$0.5 million savings from to the General Fund because of pandemic-related expenses funded by one-time federal aid</li> <li>• \$0.5 million savings from lower-than-anticipated health insurance costs</li> <li>• \$0.3 million savings from a one-time halt to General Fund transfers to special funds such as the Community Development Block Grant (CDBG), County Road and Metzger Park Local Improvement District (LID) funds.</li> </ul>
<b>Approximant Total = \$12.2 million</b>	<b>Approximate Total = \$18.9 million</b>

**Grand total savings to General Fund = \$31.1 million**

Again, these unprecedented measures have been taken to address both current and ongoing factors shaping the County’s budgeting environment. Our intent is to reset the County’s approach to achieve financial stability in the next fiscal year and over the long term. The proposed budget maintains a fund balance at a minimum of 15% of net discretionary revenues, with a target of 20% of net revenues as called for by long-standing Board policy. The historically maintained transfers to library and road improvement services are removed from the equation before calculating this reserve amount. The following chart indicates that outlook in the form of a five-year projection as required by County Charter.

# Budget Message



## Going Forward

Several considerations need to be explored so that the organization will be better positioned to support the community. This longer-term analysis – which fits within an initiative the County Administrative Office has begun internally called “Design the Future” – must dovetail with the Board’s effort to revise the Community Strategic Plan. Among these considerations are:

- Reviewing the cost-allocation process and its impact across the organization over time.
- Redesigning our complicated, iterative position-request and approval process and thoroughly reviewing all vacant positions.
- Utilizing the Budget Equity Tool as a factor that is considered when prioritizing cuts and investments and as a means of navigating expanded community access to services over time.
- Prioritizing investments in future revenue stability (such as positions related to more complete property tax collection in Assessment and Taxation or positions supporting grants that offset pressure on the General Fund).
- Thoroughly examine County fees relative to cost recovery, equity and other considerations.
- Re-calibrate the budget process so that problems can be surfaced earlier and an organization-wide approach can be applied.
- Review our capital request process, including requests for Facilities, ITS and Fleet.

More about this longer-term work will be shared with the Board, Budget Committee and the community over the coming months. Again, policy decisions about revenue, organizational structure and other fundamental improvements will need to overlay with the Board-led process to revise the Community Strategic Plan over the next two years.



# Budget Message

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## **Conclusion: One Washington County**

This year's proposed budget is presented at a moment of both unprecedented strain and anticipation for our community. With the help of effective vaccine and widespread adherence to public health measures, we have begun to emerge from two years of pandemic. With resources from our federal, state and regional governments, we have found pathways for delivering critical support to our communities, often through partnerships with community-based organizations that have become stronger than ever before. As the economic and other impacts of the pandemic begin to wane, challenges both old and new have been made more visible, too often revealing systems that have historically underserved and marginalized some members of the Washington County community. Here again our partnerships are driving our community-focused efforts at addressing houselessness and affordable housing, economic and workforce development, addiction treatment and other support necessary to move forward from the COVID era.

Despite our progress in the moment, our success over the long term will require thoughtful examination of community need, of our systems of service and of the structures and initiatives to deliver a more responsive County government in the future. Our Office of Equity, Inclusion and Community Engagement has already been building the framework, both inside and outside the organization, to advance this work. The Design the Future initiative is creating a roadway for unifying these and other efforts as one Washington County organization, just as the Board launches a process for renewing the Community Strategic Plan. The proposed budget for FY 2022-23 offers a foundation for these multi-year priorities yet within the constraints of current available resources.

The production of this document is the result of hundreds of staff members contributing countless hours of gathering, processing, analyzing and describing our proposed budget. I want to specifically raise the additional work and leadership of our Office of Equity, Inclusion and Community Engagement as we are beginning our first year of implementing our Budget Equity Tool. Our exceptional Finance Department has rallied with vigor to the task of producing this proposed budget and – working cooperatively with our Administrative Office support, Community Engagement and Communications teams – supporting more public input to the budget process than ever before. Our departments, offices and partner organizations have all risen to the challenges and new approaches involved with producing the budget this year. Finally, I'm grateful for the opportunity to join with our Board and Budget Committee in engaging in this important process supporting the services that are critical to the safety, health and wellbeing of the Washington County community.

In partnership,

Tanya Ange  
County Administrator and Budget Officer

# Trends and Initiatives

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## **General Topics**

### **COVID-19 Response and Recovery**

After two years of pandemic response and recovery, the community and the organization are adapting to the unpredictability of living with COVID-19 in our communities. County recovery efforts include wrap around support to individuals and communities impacted by COVID and economic recovery for the entire community. The funding sources and operational costs are primarily appropriated within organizational unit COVID-19 Response and Recovery (155-1645).

### **Equity, Diversity and Inclusion**

The County is committed to a comprehensive and strategic approach to achieving equity in access, quality and outcomes of public services. To implement the pillars of Washington County's Equity Resolution, the proposed budget maintains investments in the Office of Equity, Inclusion and Community Engagement (OEICE). Created in FY 2020-21, OEICE supports departments, offices, programs and community partners to advance equity through civil rights compliance, equity data analysis, community engagement, supplier diversity and procurement equity, culturally specific and culturally responsive program design, training, and diverse and inclusive workforce initiatives in FY 2022-23.

### **Affordable Housing**

Housing affordability is a critical issue for many Washington County residents. Through the passage of a Regional Affordable Housing Metro Bond, a goal was set to develop over 1,300 permanently affordable housing units throughout the County within seven years. Currently 1,180 affordable housing units in 13 affordable housing developments are in pre-development or under construction within Washington County in partnership with the cities of Beaverton and Hillsboro.

In collaboration with public and private partners, Washington County is increasing the inventory of affordable housing using the Metro Affordable Housing Bond Program, the County's General Fund and federal funding like the Low-Income Housing Tax Credit Program (LIHTC). Housing development partners include the Housing Authority of Washington County (HAWC), local jurisdictions, and many non-profit organizations.

Washington County received a \$116,465,532 in Metro Affordable Housing Bond allocation to fund the development of 814 affordable housing units. A Notice of Fund Availability for \$80 million in Metro Affordable Housing bonds was released in FY 2020-21 to support the development of affordable rental housing. Washington County's first project the Viewfinder finished construction in December of 2021. Several other projects are under construction and or working through finalization of financing.

### **Supportive Housing Services**

The Supportive Housing Services Measure was approved by voters in May 2020 to fund permanent housing and services in order to meet the needs of a growing homeless population. Tax revenues are expected provide approximately \$38 million in the first year for the County to provide shelter, permanent housing, and to create a system of care to deliver essential supportive housing services. In the first several months of programming, Washington County added over 100 year-round shelter beds and 187 winter shelter beds. Staff were able to stand up an emergency weather shelter system which served 88 individuals during dangerous weather events. In addition, 18 service provider contracts were signed including five culturally specific organizations which were funded with additional capacity building grants. The regional long-term rent assistance program has housed 150 households with nearly another 250 receiving a subsidy, housing services or other assistance.

### **General Fund Revenues**

General Fund revenues are budgeted to increase approximately 5%. The primary drivers of this trend include projected increases in Taxes, Charges for Services, Interfund Revenues, , Intergovernmental Revenues, and Miscellaneous Revenues, which are offset by reductions in Operating Transfer In and Fines & Forfeitures This estimate is assuming the current economic condition continue to improve as the County and the community recovers from the economic impacts of the COVID-19 pandemic. The County Administrative Office is monitoring the actual revenue trend continuously and is prepared to make additional financial management decisions based on the most current trend.

### **General Fund Expenditures**

The General Fund expenditures decrease slightly compared to the prior fiscal year modified budget. To maintain current services within the General Fund, the proposed budget reduces requested expenditures to align with revenue projections. Moderate increases in Materials and

# Trends and Initiatives

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Services due to required increases on existing contracts; and moderate increase in Interfund Expenditures due to increased interdepartmental service activities also contributed to the overall expenditure increase, along with an increase in debt service payments and transfers out. These increases are partially offset by reduced amounts in Operating Transfers Out and Capital Outlay.

## **General Fund's Fund Balance Target**

The General Fund's fund balance and reserve remain as essential elements of the County's financial management strategy. The County's fund balances and reserve policy requires General Fund to maintain a fund balance that is 15% of General Fund's net revenue at a minimum and a goal of 20% of net revenue. General Fund's projected ending fund balance on June 30, 2022, is projected to be at \$34 million and 18.7% of net revenues.

## **Compensation Adjustment for Non-represented Employees**

The proposed budget includes a 4.5% cost-of-living adjustment for all employees except the Board of County Commissioners and County Auditor whose salaries are set according to the voter-approved County Charter. Employees working under a collective bargaining agreement will be subject to the adjustments negotiated as part of their respective agreements.

## **Public Employee Retirement System (PERS)**

The County's blended PERS employer rate is 22.73% for fiscal year 2022-23.

## **Public Safety Local Option Levy**

Since the first voter-approved Public Safety Local Option Levy in FY 2001-02, the levy has made a critical contribution to the restoration of Washington County's criminal justice system services. Now in the year of 2022, the levy continues to provide vital criminal justice system capacity to maintain safety within the Washington County community. In May 2020, the voters approved a five-year replacement of the levy with a new rate of \$0.47 per \$1,000 of assessed value. The fiscal year 2022-23 budget reflects the second year of the new levy which ends June 2026.

## **Local Option Library Levy**

Washington County Cooperative Library Services (WCCLS) is a partnership between the County, nine cities and three nonprofit organizations. The majority of public library operating funds come from the Washington County general fund, but a significant percentage (40%) comes from a five-year local option levy approved for renewal by the voters in May of 2020 at a rate of \$0.22 per \$1,000 of assessed value. The fiscal year 2022-23 budget reflects the second year of the renewed levy which ends June 2026.

# **OPERATING BUDGET**

## **General Government**

*General Government includes expenses associated with governance and support functions. The proposed budget for General Government decreases 49,355,246 (26%). The General Fund subsidy increases 1,066,935 (1%). The number of full-time equivalent (FTE) positions increase 16.65 (4%). Refer to the Summary Schedule tab for distribution of FTE by organization unit.*

## **Board of Commissioners (100-1010)**

In November of 2020, Washington County voters approved a change to the County Charter that established an independent salary commission to determine salaries for the Board of Commissioners. The work of the independent Salary Commission concluded in April 2022 and set the salary of a full-time County Commissioners at \$115,000 and the salary of the full-time Chair at \$126,500.

# Trends and Initiatives

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## **County Administrative Office (100-1510)**

The proposed budget includes costs for 2.00 FTE positions, supported by grant funds. These two positions are budgeted in Supportive Housing Services and are included in this organization unit as revenue and expenditure.

## **Elections (100-3010)**

The Elections division anticipates four total elections, two countywide and two partial county elections. In addition, the elections office will be holding an election for governor on November 8, 2022. There is a significant increase in public concern about the election process, both nationally and in our local election process that requires increased staff time to respond to public records requests and questions about election integrity.

## **Assessment & Taxation (100-3020)**

Overall, this organizational unit is stable. The program is projecting an increase in revenue due to the State CAFFA grant increase. The requested budget assures continued services in the functional areas of property taxation and collection, recording, cartography and archives.

## **Equity, Inclusion and Community Engagement (100-3110)**

The proposed budget includes costs for 2.00 FTE positions, fully supported by Supportive Housing Services (221-6530): a Senior Program Coordinator and a Program Coordinator. The Personnel Services expenditures and indirect costs for these positions are budgeted as revenue coming from Supportive Housing Services (221-6530) and as an expenditure in this organization unit.

## **Support Services Administration (100-3510)**

During the prior fiscal year, reorganization activities led to the closure of Support Services Administration. As a result, 4.00 FTE are moving to the Human Resources department, and Materials and Services appropriations are transferring to the Human Resources and Finance departments to sustain continued operations.

## **Facilities Management (100-3535)**

This budget adds two positions (Facilities Maintenance Technician and Senior Facilities Maintenance Technician) to assist with added county building square footage and property. These positions are funded with special funds.

## **COVID-19 Response and Recovery (155-1645)**

The COVID-19 pandemic continues to create uncertainty for the budgeting process. Expenditures have been slower than expected related to constantly changing requirements during this past fiscal year. COVID-19 vaccines have provided relief to the community and slowed the death rate of this virus. As the need for response decreases due to declining severe disease and hospitalization due to high vaccination rates our efforts will shift to recovery. Recovery focus includes initiatives to improve Broadband infrastructure, economic recovery, governmental continuity of operations, household assistance and community engagement. This budget is reflective of the continuation of current funding availability. Future funding that is anticipated will be appropriated by a supplemental budget after the Board approves the allocation of the new ARPA funds.

## **Fleet Services (500-3540)**

Supply Chain shortages and the inflated cost of products and services, particularly fuel, are areas of concern. Fleet may not be able to rely on the prompt acquisition of goods and services for much of FY 2022-23. Given world events and global economies, the price of fuel may continue to rise during this fiscal year. Replacement collections were frozen for general fund units FY 2022-23.

The scheduling and receipt of new vehicles will also be affected by supply chain issues and shortages. Fleet Operations devotes a portion of its annual billable labor hours as well as parts and commercial services to vehicle up-fitting activities. Vehicle shortages may postpone this type of up-fitting work and thus may impact Fleet's overall planned service activities and the revenue generated from such activities.

# Trends and Initiatives

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## **Public Safety & Justice**

*The proposed budget for Public Safety & Justice increases 4,964,668 (2%). General Fund expenditures increase 4,453,631 (4%) and special fund expenditures increase 511,037 (less than 1%). The General Fund subsidy increases 3,559,454 (4%). The number of full-time equivalent (FTE) positions decrease 18.75 (2%). Refer to the Summary Schedule tab for distribution of FTE by organization unit.*

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

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

The proposed budget for the Sheriff's Office increases \$6,006,384 (4%). General Fund expenditures increase \$4,371,769 (6%) and special fund expenditures increase 1,634,615 (3%). The General Fund subsidy increases \$3,847,921 (6%).

The Sheriff's Office provides law enforcement, jail, and civil process services. The dedicated professionals in the Sheriff's Office continue to learn and adapt in managing operations throughout the pandemic and through community feedback. The Sheriff's Office maintains patrol presence in communities, manages jail occupancy, and adjusts service practices to best meet community needs, maintain safety, and minimize risks while meeting the highest professional standards.

The Sheriff's Office remains committed to engaging with the community through special committees and community groups like the Latino Advisory Commission, Enhanced Sheriff Patrol District Advisory Committee, Community Participation Organizations (CPOs), homeowners' associations, business associations, and throughout day-to-day operations. The Sheriff's Office solicits community feedback through community surveys and engagement events like the community conversation sessions regarding the Enhanced Sheriff's Patrol District (ESPD) Levy and the community workshop seeking feedback following the Sheriff's Office recently concluded independent study on the use of force policies, procedures, training, and other operational and administrative matters.

The initiation of the budget equity tool in this year's budget process provided an opportunity to view the budget through an equity lens. The budget equity tool was developed in parallel with budget preparation and in future years, developing and integrating equity metrics and goals into the budget will be emphasized. Expenditures for translation services of written documents and support for community forums are increasing. This year's budget equity tool will set a foundation for future work.

(182-4020)

The Board of Commissioners, serving as the District's Board of Directors, unanimously supported the renewal of the Enhanced Sheriff's Patrol District for the period of July 1, 2023 to June 30, 2033. Additionally, the ESPD replacement levy, if approved by the voters in May of 2022, will provide appropriate funding to support the district beginning July 1, 2023 through June 30, 2028.

The Sheriff's Office utilizes population estimates produced by Portland State University to determine the number of (certified patrol) Officers required to respond to service calls and meet the law enforcement needs of the communities it serves. The 2020 Census data reduced the FY 2021-22 forecasted population estimates for County-wide unincorporated population from 272,213 to 243,474; a reduction of nearly 29,000 in population. As a direct result of the revised population estimates, this budget reduces 19 deputy positions: 13 in the District Patrol fund (182-4020), six in the Public Safety Local Option Levy fund (234-4020) and recognizes the need to increase three deputies in the General Fund (100-4020) to balance the ratios appropriately with the population.

## Trends and Initiatives

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(100-4020)(182-4020)(234-4020)

For over 20 years, the County has provided a service level of about one-half an officer per thousand residents in the unincorporated areas through the General Fund and the Public Safety Local Option Levy. This service level ensures a rapid response to 911 calls (in combination with the ESPD levy services in the urban unincorporated areas). General Fund service levels are particularly important in rural communities where service levels are about half of urban service levels. Consequently, 911 response times are typically longer in rural communities. A recent five-year review of 911 response times to priority 1 (emergency call) and priority 2 (less urgent emergency, lights and siren authorized) calls in rural communities averaged 11.6 minutes (urban unincorporated response times averaged 6.7 minutes). Maintaining officers-per-thousand service levels is essential to continue the Sheriff's Office's ability to investigate major crimes like homicide, burglary, sex crimes, and domestic violence, as well as investigating other crimes like property thefts that have increased over the past two years.

The Sheriff's Office depends on its fleet of patrol cars and specialty vehicles to ensure rapid and safe responses to calls for service. Vehicles are listed on replacement schedules as they reach the end of their useful life. One replacement is envisioned to include a 32-year-old (1990) military surplus armored vehicle (V150) that is well beyond its useful life. The V150 needs replacement, due to both the age of the vehicle and its militaristic persona; and will be replaced with a Lenco, Bearcat designed for civilian public safety use. The Tactical Negotiations Team relies on specialty vehicles to help safely de-escalate critical incidents. These vehicles provide ballistic protection and increased safety to community members, officers and individuals who face active or are threatened by potential gunfire. They enable officers to attempt de-escalation and negotiate from a position of safety and allow officers to safely rescue or shield community members from gunfire.

From January to September of 2021, these vehicles have been activated 101 times in response to individuals that presented a danger to the community. This is an increase of 25% over the previous year. In the 101 deployments for incidents that presented a danger to the community, one resulted in injury. One recent example in Hillsboro occurred last August when a man fired shots at responding mental health workers, and later fired at containment officers. Those officers did not return fire because of the ballistic protection provided by the response vehicles; and after 30-hours of crisis negotiation, they were able to safely contain and then detain the active shooter. The replacement of the V150 vehicle with the Bearcat vehicle increases safety for community members, staff, and individuals in situations of extreme danger.

Jail Health Care (100-4035)

The Sheriff's Office contracts with a health care provider to support the required health care needs of the adult-in-custody population in compliance with state and federal law governing jail health care. In July 2020, this service was awarded to Correctional Health Partners (CHP) for a five-year term and was anticipated to run through July 2025. The pandemic placed considerable strain on health care resources and staffing across many health care providers. In January 2022, Correctional Health Partners requested to terminate the existing contract. A Request for Proposal was issued, and the contract was awarded to NaphCare Inc. The new contract will result in a 10% increase in costs to maintain the same level of service provided to adults-in-custody.

(100-4030)(234-4030)

Optimizing staffing levels and minimizing overtime needs in the Jail continues to be challenging in the current fiscal environment. A previous jail staffing study in 2018 indicated a need for up to 30 additional Jail Deputies. Since this study, the jail has added 8.00 FTE Jail Deputies and adjusted shift schedules to help optimize scheduling and improve officer wellness. A revised study is in progress and the Jail was recently selected to participate in a National Institute of Corrections (NIC) study that will provide training and technical assistance in the analysis of agency staffing requirements. This budget provides an increase of 2.00 FTE Jail Deputy positions scheduled in the Public Safety Local Option Levy and converts two of the six Patrol Deputy positions (which were reduced based on revised population estimates of the 2020 Census) to Jail Deputies.

**District Attorney (100-4510)**

The mission of the Washington County District Attorney's Office is seeking justice and protecting our community. As the county continues to grow, the evolving and increasing needs of the community place a greater demand on the infrastructure of the criminal justice system, including the District Attorney's Office (DA's). While the criminal justice system has continued to function as an essential service throughout the pandemic, it is under great strain due to growing needs and limited resources.

In a typical year, the DA's Office reviews and processes nearly 12,000 cases, serves more than 12,500 crime victims, obtains court orders for more than \$5 million in victim restitution, and collects over \$35 million in child support obligations. There are continued impacts from the pandemic as total case numbers are lower, but resource needs and workloads are greater. Challenges include the significant pandemic backlog of criminal cases progressing through the system, a rise in behavioral health issues (such as addiction and mental health issues) and associated criminal activity, and crime from Multnomah County spreading into Washington County.

# Trends and Initiatives

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Despite significant challenges and limited resources, there is good news to report. Washington County is one of the safest places to live in Oregon with the lowest overall crime rate among Oregon's five most populous counties. Furthermore, our combined person and property crime rate is approximately 30% lower than the state average and approximately 50% lower than Multnomah County. Not surprisingly, this is a significant reason people are moving to, not from, Washington County.

This budget reflects efficient use of limited county resources, creative use of alternate funding sources, and collaborative partnerships that maximize efficiency while meeting the needs of the community. For example, The DA's Office are using federal grant funds to establish and operate Oregon's first and only county-based bias/hate crime multidisciplinary team. State grant funds are being used to fund a paralegal position for the child abuse unit to address the growing need in that area. The DA's Office led an effort to obtain funding from the cities for a new county position in the Washington County Digital Forensics Laboratory to address the increase in digital evidence. Each of these efforts represents an area where alternative funding was obtained to fill a need where county public safety funding was not available.

The Washington County DA's Office is a statewide leader in the use of specialty courts and treatment programs. These evidence-based programs are designed to promote rehabilitation and community safety by focusing on accountability and addressing root causes of criminal behavior, such as mental health, addiction and trauma. Programs include the following: Integrative Re-Entry Intensive Supervision Services (IRISS) Program, Family Sentencing Alternative Pilot (FSAP) Program, Adult Drug Court, Juvenile Drug Court, Mental Health Court, Rapid Fitness to Proceed Program, Veteran's Treatment Court, Domestic Violence Deferred Sentencing Program, Early Case Resolution Court, and a variety of court diversion programs for lower-level offenses. Additionally, this spring 2022 the DA's Office is establishing a new Mental Health Diversion Pilot Program for select non-violent offenders who are charged with a qualifying misdemeanor crime where mental illness is a significant factor in the criminal behavior. This program is in pilot phase pending additional funding.

Digital evidence continues to be an important focus as an increasing number of cases involve phones, cloud storage or other digital materials. This evidence is critically important but places a significant strain on resources. For example, in 2021 the County implemented body worn cameras for all patrol deputies and many city police departments followed suit. However, despite the significant increase in digital evidence from body worn cameras, no additional resources were provided to allow for the processing or review of this evidence by the DA's Office. Additionally, discovery law changes effective 2022 compounded the increased evidence workload by requiring the DA's Office to obtain, store, and provide evidence from police departments to defense attorneys.

Prioritizing equity is essential to the DA's Office mission of seeking justice and protecting our community. While crime impacts all members of the community, it often has a disproportionate impact on those who are financially vulnerable or who identify as being members of historically marginalized groups. The ability to deliver services to victims are largely dependent on grant funds through the Victims of Crime Act (VOCA). Unfortunately, VOCA grant funding decreased in 2021, necessitating additional county funding to fill that gap.

The DA's Office engages in a variety of internal and external efforts designed to promote equity. Examples of these efforts include: an internal DA's Office DEI committee, leadership in the Building Bridges of Understanding community event series, emphasizing DEI principles in recruitment and retention efforts; leading a collaborative statewide initiative to support the Oregon Diversity Legal Professional Job Fair, engaging in continuing legal and ethics education and routine bias training, establishment of a conviction integrity committee, legislative outreach to promote responsible criminal justice policy, tracking and prosecution of hate/bias crimes, community outreach in multiple languages, a trauma-informed victim's assistance program, providing support for U-Visa applications, and spearheading new specialty programs and treatment courts. An example of a new initiative this past year is the sponsorship of the Hillsboro High School Mock Trial Team where Staff teach high school students about the law with the hope they might consider a career in the legal profession.

A key initiative of the DA's Office remains supporting services for vulnerable victims, especially child abuse and domestic violence victims. The DA's Office is working with a broad coalition of community partners and agencies to lead an effort to establish the Family Peace Center of Washington County. With significant funding support from the legislature (\$6.65 million), this new initiative seeks to address the impact of Adverse Childhood Experiences ("ACEs") and trauma as a form of transformative criminal justice reform. This work relates to the efforts to address systemic inequities as the Centers for Disease Control and Prevention has observed that females and several racial/ethnic minorities groups are at greater risk for experiencing four or more ACEs.

While the breadth and scope of the work of the Washington County DA's Office is difficult to capture in a single document, this summary provides a high-level overview of the commitment to our mission of serving the Washington County community.

## **Juvenile (100-5010)**

Juvenile Services was able to absorb most of the \$150,000 increase in costs for secure detention beds contracted with Multnomah County by decreasing other contracts for exceeded bed space, as well as other Materials and Services. However, the increasing costs for contracting detention beds highlights the need for continued planning in the future.

## Trends and Initiatives

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The Family Navigator Contract with Immigrant and Refugee Community Organization (IRCO) increased by \$25,000 to meet the need for culturally specific services in the community. Other culturally specific contracts and behavioral health programming are maintained to address the risk and needs of youth in the LatinX and other communities. Juvenile Services remains committed to Equity, Diversity and Inclusion (EDI) by continuing to invest in contracted services with bilingual/bicultural providers as described in the Budget Equity Tool.

### **Law Library (176-8510)**

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

The Law Library receives an annual appropriation from the Oregon Judicial Department set by the State of Oregon Legislature. Since the state budget is in mid-cycle, the Law Library is expected to receive the same level of funding as last fiscal year.

The Washington County Law Library continues to draw increasingly from reserves to maintain service levels in the face of flat or decreasing state revenues since 2011. Significant increases to personnel costs, indirect charges, and inflationary increases to print and online resources contribute to a decreasing fund balance. Obtaining additional state funding for the Law Library continues to be a priority in this next fiscal year.

### **Community Corrections (188-5510)**

The Community Corrections Department’s fiscal year 2022-23 budget and proposed services are influenced by four policy factors made outside the department’s control: 1) a reduction in revenue from client fee collections following the passage of SB 620 (prohibiting collection of supervision fees) during the 2021 Legislative Session, 2) 13% personnel expense increase to maintain current service level, 3) a 10% increase from the County Cost Allocation Plan, and 4) a 15% increase in the misdemeanor population under supervision which is generally funded by the county. These four factors contributed to a \$1,473,642 gap in revenue. To close the gap, the department will need a 10% (\$465,347) General Fund increase combined with reductions of 10.50 FTE personnel and services (outlined below) to maintain current service level. It is important to recognize several of the FTE reductions are continued from FY 2021-22 and proposed service reductions are compounded by over \$1 million in service reductions made during FY 2021-22.

Although the state passed a funding bill during the last session which included some long overdue concessions such as inflationary costs for personnel and funding for misdemeanor Assault IV domestic violence cases. There is continued concern about the adequacy of state funding for the work after proposed budget increases were not passed during the two preceding legislative sessions in 2019 and 2020. Further, the current funding model is based upon a capitated rate and allocation percentage dependent upon the primary felony population under supervision.

Recognizing the current statewide decline of the felony population under supervision, and an anticipated increasing reliance of “minimum grant” allocations for many counties, it may be time for a more comprehensive and equitable funding methodology.

The proposed plan for FY 2022-23 includes the following program and 10.50 FTE staff reductions outlined below. This plan correlates with a 10% increased General Fund contribution identified above.

1. Maintain current Community Corrections Center (CCC) COVID-19 capacity of 98 which results in not funding 2.00 FTE Community Corrections Specialist CS II (vacant), and 3.00 FTE Residential Counselors (2.00 FTE vacant, 1.00 FTE eligible for demotion to a lower classification);
2. Assistant CCC Manager;
3. CC Community Service Program Monitor (vacant);
4. 3.00 FTE Probation & Parole Officer (vacant);
5. 0.50 FTE Victim’s Assistance Specialist (vacant)
6. Temporary Salary allocation for part-time FTE and
7. 1.00 FTE Mentor

Human Resources and the Community Corrections Department are currently in negotiations for renewing the Federation of Probation and Parole Officers (FOPPO) collective bargaining agreement.



# Trends and Initiatives

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## **Juvenile Grants (196-5040)**

In order to provide a savings to the Juvenile General Fund, a portion of the contract expenditures for the Family Navigator/Mentoring services with Latino Network is moved to this State funding source.

The new Revenue source for automated Expunctions is now housed in Fund and Program 196-504060 and was established with the funded mandate that went into effect January 3, 2022.

## **Juvenile Conciliation Services (197-5020)**

Juvenile Conciliation Services receives an annual appropriation from the Oregon Judicial Department set by the State of Oregon Legislature. The funding has remained relatively flat since 2011 despite the increasing costs of providing services. Without additional state funding in the next Biennium, the current service level could be impacted.

## **Juvenile High Risk Prevention Funds (228-5050)**

The fund balance in this Organization Unit is proposed to increase from fiscal year 2021-22 by \$193,640. This is due to higher than anticipated Revenue based on the efforts to receive Federal Title IV-E reimbursement. Given the increase in fund balance and the projected continuation of Revenue, a new 1.00 FTE bilingual Senior Mental Health Specialist is proposed in this budget. This position would address the critical need in the Juvenile Services residential program Harkins House, which is federally subsidized and serves male and female youth in a congregate setting. With an increased need for mental health services, this position would provide direct service to the residential population.

## **LOL Juvenile (234-5010)**

The Juvenile Department continues to contract with Centro De Prosperidad to provide facility rent assistance to house culturally specific programming within the Washington County community. This ongoing funding is keeping with the County's goals of providing culturally specific services within the community.

As part of the Public Safety Local Option Levy programming, the Juvenile Department implemented a new contracted Diversion Program in fiscal year 2021-22, that was awarded to Latino Network. This contracted service is for low-level first-time offenders, ages 11-17, who have been charged by law enforcement with misdemeanor and violation offenses. The goal of the diversion program is to provide referred youth and families an assessment and any additional service referral to support accountability, service needs and prevention from further referrals or deeper involvement in the juvenile justice system.

## **Land Use & Transportation**

*The proposed budget for Land Use & Transportation decrease 582,255 (less than 1%). General Fund expenditures increases 385,253 (7%) and special fund expenditures decrease 967,508 (1%). The General Fund subsidy decreases 9,555 (1%). The number of full-time equivalent (FTE) positions increase 1.00 (less than 1%). Refer to the Summary Schedule tab for distribution of FTE by organization unit.*

## **Current Planning (172-6020)**

This program operates as an enterprise fund supported by fees from service users. This program currently operates with the fewest number of full-time equivalents (FTE) it has had for the last 25 years or more. Fee revenue has not supported this critical county service level activity since FY 2017-18 and is expected to continue this trend as the availability of developable land within unincorporated urban Washington County decreases. The trend has moved more toward infill and smaller partitions that do not generate significant fee revenue yet take staff time to process. A fee increase of 10% is proposed. The budget assumes aggressive management of expenditures such as vacant positions, while being mindful of service level impacts and staff well-being to manage larger workloads, minimal materials and services, continued spend-down of fund balance, and identifying external funding support. This fund will continue to see the contingency decrease.

The FY 2021-22 budget included funding to conduct a sustainability-focused assessment of Current Planning services and identify funding options to create a more sustainable funding model. A report is anticipated in June 2022.

# Trends and Initiatives

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## **Building Services (174-6020)**

This program operates as an enterprise fund supported by fees from service users. Commercial projects have slowed to typical levels and overall development activity is declining. The proposed budget relies on utilizing fund balance to support ongoing operations. A fee increase of 15% is recommended. This program continues to manage staffing levels by holding open positions vacant. Several employees have continued voluntary furlough days as part of the initial plan to reduce expenditures.

Building Services is conducting an assessment that will include recommendations for long-term program sustainability.

## **Housing, Health & Human Services**

*The proposed budget for Housing, Health & Human Services increases 26,871,146 (10%). General Fund expenditures decrease 607,670 (2%) and special fund expenditures increase 27,478,816 (12%). The General Fund subsidy increases 315,030 (4%). The number of full-time equivalent (FTE) positions increase 34.10 (7%). Refer to the Summary Schedule tab for distribution of FTE by organization unit.*

## **Public Health (100-7030)**

Healthy Families' \$1.7 million budget moves from the Maternal Child & Family program in the Public Health organizational unit (100-7030) to the Children, Youth & Families organizational unit (166-7050). Washington County's rising population increases the potential for outbreak of contagious disease, and the need for increased prevention, treatment and harm reduction. While the State has offered new and expanded funding for public health modernization, state funding levels remain below those needed to maintain service levels in some areas. Washington County continues to work with the Oregon State legislature to provide more funding for public health, particularly in the areas of leadership, equity, communicable disease, environmental health and emergency preparedness.

## **Community Development Block Grant (164-9010)**

The Office of Community Development's mission is to support, directly and indirectly, people in vulnerable or marginalized communities and those with low incomes through services, facilities, affordable housing, and neighborhood revitalization projects. In addition to its primary community development activities, the Office of Community Development conducts the fair housing testing in rental properties, an action called out in our Analysis of Impediments to Fair Housing Choice. This year's budget includes \$87,500 in General Fund support for the fair housing testing program and to enhance economic opportunity for very low-income individuals. Staff continues to support the development of affordable housing through the Metro Affordable Housing Bond Program. The Office of Community Development will also continue to focus on managing federal COVID-19 funding from HUD.

## **Children, Youth & Families (166-7050)**

Children, Youth and Families program was moved into the Public Health Division during fiscal year 2020-21. The supervision of Children, Youth and Families program and Maternal Child and Family program were combined under one program supervisor. This restructure has resulted in reassignments of work activities, reclassifications of positions, and opportunities for enhanced collaborative work.

This program is fully supported by the infrastructure and services of the Public Health Division. The program is currently engaging in a strategic planning process to determine a plan to slow spend a portion of fund balance on community identified priorities.

## **Developmental Disabilities (191-7065)**

The Developmental Disability Services program has grown dramatically over the past few years due to changes in eligibility requirements by the State Legislature, which significantly increased the number of individuals eligible to be served.

Although there has been several years of dramatic growth in demand for services due to client eligibility expansion by the Oregon State Legislature, state funding levels are below that needed to effectively serve residents. Carryforward funds will allow the County to maintain state-mandated services in the short-term. However, current spending and staffing levels are unsustainable. Funding decisions at the state level will be key to continued financial stability for these services. If funding remains flat, the program will be forced to reduce staff and services in subsequent fiscal years.

# Trends and Initiatives

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## **Behavioral Health (192-7060)**

Behavioral Health Administration is a collective fund that provides division administration, operations and management. This organizational unit houses several Behavioral Health division programs including adult and child mental health programs and addictions. The division is also investing in developing new supports for unhoused individuals with mental health and addiction disorders, utilizing unrestricted carryforward revenue. The fund continues to hold approximately \$500,000 in marijuana tax revenue reserved for specific substance use services.

## **Oregon Health Plan (193-7080)**

Beginning in September 2012, this program was replaced by Health Share of Oregon (HSO) as part of health care transformation efforts. This results in the availability of funds to invest in new behavioral health programs and infrastructure prioritized with community input that aligns with the original intent of these funds.

## **Health Share of Oregon (195-7085)**

The proposed budget includes an allocation of 2 million dollars for the Center for Addiction Treatment and Triage (CATT) capital costs. Services currently provided at the Hawthorn Walk-in Center will be integrated into the CATT's service array. Hawthorn Walk-in Center is fully funded with revenue from multiple funding sources which are stable at this time. Changes in state funding could result in less funds available to support other crisis services. This uncertainty has led to conservative management of funds with reserves available to mitigate any decreases in funding.

## **Mental Health Crisis Services (199-7089)**

The proposed budget includes an allocation of 2 million dollars for the Center for Addiction Treatment and Triage (CATT) capital costs. Services currently provided at the Hawthorn Walk-in Center will be integrated into the CATT's service array. Hawthorn Walk-in Center is fully funded and revenue from multiple funding sources is stable at this time. Changes in state funding could result in less funds available to support other crisis services. This uncertainty has led to conservative management of funds with reserves available to mitigate any decreases in funding.

## **Coordinated Care Organization (203-7087)**

Washington County bears no financial risk for clinical treatment service costs under the new agreements with Health Share, CareOregon, Trillium, and Yamhill CCO. Funds received from these contracts primarily support safety net behavioral health services, such as care coordination and crisis services. Changes to the economy and coordinated care organization agreements by the State of Oregon may impact funding levels provided for staffing and service contracts. This will be monitored closely by the Behavioral Health Division.

## **Tri-County Risk Reserve (207-7086)**

On December 31, 2019, the contract for Washington County to provide administrative management of the behavioral health benefit for Health Share of Oregon (HSO) was ended and this function transitioned to another organization. In early 2020, Washington County entered into an agreement with the new administrative manager of the behavioral health benefit. This new agreement transferred certain assets and liabilities to the new organization, CareOregon. As a result, funds are no longer needed to cover risk associated with claims incurred but not received.

This results in the funds being available to invest in new behavioral health programs and infrastructure prioritized with community input that aligns with the original intent of these funds.

## **HOME (220-9020)**

Office of Community Development manages the HOME program on behalf of the County and its twelve city HOME consortium members. HOME funds are used throughout the County to finance the development of affordable housing including rental housing new construction, acquisition and/or rehabilitation or homeownership. In fiscal year 2022-23 two large developments will be funded although these projects will not start expending funds during this fiscal year. The office also manages additional HUD funds received for HOME-ARP activities.

# Trends and Initiatives

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## **Air Quality (244-9030)**

General Fund support for the Wood Stove Exchange program ended in fiscal year 2020-21 with no new Gain Share funds reflected in the FY 2022-23 budget. The County continues to seek support for project costs associated with wood stove exchanges. Program goals are being reassessed to consider extending the program after FY 2022-23.

## **Housing Production Opportunity Fund (245-9040)**

The Housing Production Opportunity Fund (HPOF) was formally approved by the Board on February 2, 2021. Three affordable housing programs are eligible for funding through HPOF: Rental Housing, Homeownership and Special Needs projects. A total commitment of \$20 million in strategic investment was made for a five-year period. This program has sufficient carryforward funds from program start up to forgo adding an additional 4 million general fund allocation in the FY 2022-23 budget cycle, the County will add a 6th year to extend the program and will maintain the original commitment of 20 million dollars of County General Fund contributions.

## **Culture, Education & Recreation**

*The proposed budget for Culture, Education & Recreation increases 7,010,103 (11%). General Fund expenditures increase 96,914 (4%) and special fund expenditures increase 6,913,189 (11%). The General Fund subsidy decreases 88,562 (9%). The number of full-time equivalent (FTE) positions decrease 1.90 (3%). Refer to the Summary Schedule tab for distribution of FTE by organization unit.*

## **Cooperative Library Services (184-9710)**

Washington County Cooperative Library Services (WCCLS) receives approximately 60% of its funding as a transfer from the County's General Fund. In May 2020, voters approved a Library Levy of \$0.22 per \$1,000 of assessed value for five years or through FY 2025-26. The levy provides approximately 40% of WCCLS' funding and provides funding for digital collections, online services, efficiencies in materials handling, support for student success and enhanced library services in communities throughout the County.

## **West Slope Library (185-9710)**

The West Slope Community Library was founded in 1950 by the Century Club for Women and is now operated by Washington County Cooperative Library Services (WCCLS). West Slope Community Library has one of the highest circulation volume in the library system based on square footage and full-time equivalent staffing.

## **County Fair Complex (200-9810)**

In fiscal year 2021-22 Oregon Health Authority COVID-19 restrictions began to ease allowing the 2021 Washington County Fair to occur and post record attendance and revenue totals. The budget assumes a steady return to pre-pandemic event levels, including the annual County Fair.

No major capital improvements are planned for this fiscal year. \$100,000 is allocated to Capital Outlay for unanticipated capital improvement needs that may emerge during the year. \$50,000 has been budgeted for Capital Improvement Planning.

## **Transient Lodging Tax (240-1655)**

Transient Lodging Tax (TLT) collection is anticipated to exceed pre-pandemic levels in FY 2022-23. A portion of the TLT is directed to the Fair and Fairgrounds by ordinance and 75% of the TLT is budgeted to Fairground's operations, and 25% to the annual County Fair. The distribution to Washington County Visitor's Association (WCVA) is anticipated to be approximately \$3.958 million which is approximately an 81% increase over the prior year. This reflective of the anticipated revenue and will be expended consistent with state law and WCVA's strategic and business plan(s).

## **Event Center Operations (435-9840)**

The Wingspan Event & Conference Center (WECC) was originally planned to open in July 2020. Due to the COVID-19 pandemic, the WECC had a limited opening in late 2021. Events and event revenue generation was very limited due to COVID-19 impacts. Center operations are transitioning to a post-COVID operations and staff are working partners, including the Washington County Visitor's Association (WCVA) to develop long-term strategies for success.

# Trends and Initiatives

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## **Non-departmental**

*The proposed budget for Non-departmental increases 17,111,239 (121%). Non-departmental budgets do not include any FTE.*

### **Non-departmental (100-1620)**

The proposed budget decreases \$539,905 in this organization unit as a recommendation from staff to prepare for future discretionary community investments. The recommendation was presented to the Board of Commissioners in the January 6, 2022, roundtable.

### **Community Network (100-1696)**

The FY 2022-23 proposed budget accounts for \$825,820 in funding that the County contributes as it partners with various community-based organizations to address community needs. Contributions to community organizations are reduced by 5%.

## **CAPITAL BUDGET**

### **General Capital Projects**

*The proposed budget for General Capital Projects decreases 9,027,655 (14%).*

### **Transportation Capital Projects**

*The proposed budget for Transportation Capital Projects increases 29,133,524 (13%).*

### **North Bethany SDC (376-6065)**

This fund was established in FY 2011-12 as a supplemental system development charge (SDC) on development in North Bethany. Resources are used to help fund needed transportation projects in the community. A \$2,244,308 transfer to the North Bethany County Service District for Roads for the construction of Project #100365 - Springville Road (Kaiser to Joss) and design of Project #100461 - Springville Road (Joss to PCC entrance) is budgeted in FY 2022-23.

### **Bonny Slope West SDC (378-6065)**

This fund accounts for supplemental system development charges (SDC's) collected in the Bonny Slope area to help fund needed transportation capacity improvements as development occurs.

## **NON-OPERATING BUDGET**

### **Debt Service**

*The proposed budget for Debt Service increases 10,948,902 (26%).*

### **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 \$4.9 million is allocated and collected through property tax statements.

### **Series 2016B FF&C (305-3585)**

In December 2016 the County issued \$121 million in Full Faith and Credit Obligations. Proceeds from the borrowing are used to fund three project areas – general facilities projects, construction of the Wingspan Event and Conference Center, and road projects associated with the Major Street Transportation Improvement Program (MSTIP). Revenues to this fund are to pay the annual debt service and come from General Fund, Gain Share Fund, transient lodging tax revenue, and a portion of the General Fund property taxes allocated to MSTIP.

# Trends and Initiatives

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## **Risk Management / Insurance**

*The proposed budget for Debt Service increases 10,539,521 (16%).*

### **Medical Insurance (510-3570)**

Expenditures increase approximately \$5.2 million due primarily to reaching the fund balance target. The addition of contingency, which is held aside to provide resources in the event of large premium adjustments effective January 1, 2023, 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 2022, leading to new rates effective January 1, 2023.

## **Miscellaneous**

*The proposed budget for Miscellaneous increases 1,078,193 (1%).*

### **Fleet Replacement (502-3541)**

The pandemic has delayed vehicle production across all manufacturers. This has delayed replacements and additions to the fleet in the current fiscal year and will impact the upcoming fiscal year.

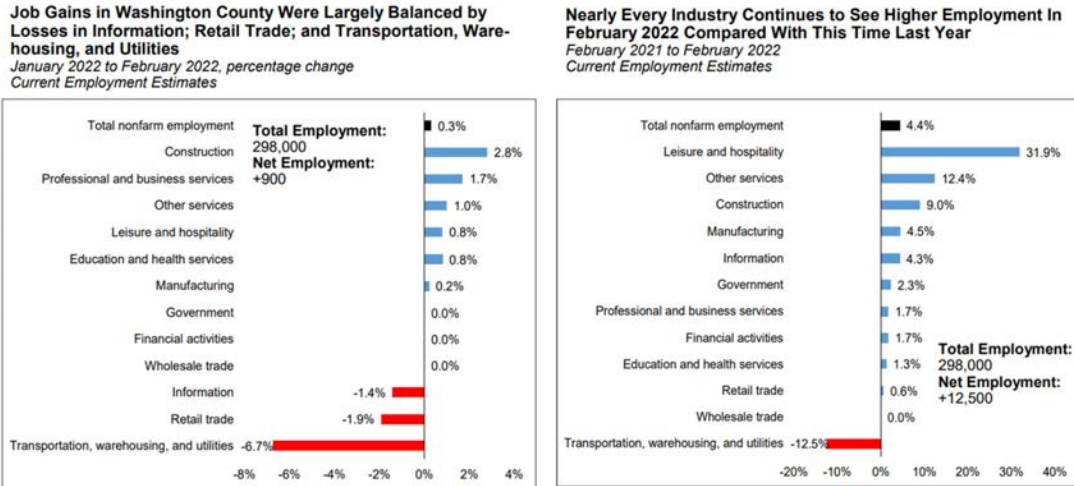
## **SPECIAL DISTRICTS**

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

The North Bethany County Service District for Roads was established as part of a larger funding strategy to provide needed transportation improvements in the District as development occurs. Property tax revenues levied by the District are expected to increase as development activity continues in the North Bethany community. A \$2.6 million transfer from the Transportation Development Tax Fund and North Bethany Systems Development Fund is budgeted for construction of projects within the district. All available resources are fully appropriated to maintain flexibility to address current and future transportation projects.

# Economic Conditions and Recovery

Washington County’s economic recovery from the pandemic continues to make progress, especially when compared with a year ago. According to the Oregon Employment Department, a net of 12,500 jobs were added to the local economy over that period with particular strength returning to the leisure and hospitality industry. Washington County’s unemployment rate – which consistently outperforms that of the Portland metropolitan area – has edged downward from 5.4% in February 2021 to 3.3% in February of 2022.



Source: Oregon Employment Department, April 2022

Statewide labor supply has also been rebounding with 100,000 jobs added to the market in the last year. Unfortunately, the demand for additional workers is even greater, resulting in stress on the economy in two important ways: tightening the labor market and contributing to inflationary pressures.

## Tight labor market

The federal and state governments have taken important economic actions throughout the pandemic to ease the impact of the COVID-19 virus and disease-preventing public health restrictions. These actions have included maintaining historically low interest rates and infusing households with temporary income, rental assistance and other support meant to offset income loss. The good news is that these steps have increased savings, reduced debt and otherwise improved the net worth of households across the wealth spectrum nationally, even among those with the least wealth prior to the pandemic. This increased buying power has also been fueling consumer demand for goods and services.

On the other hand, the increased wealth may be contributing to a shrinking rate of labor market participation, decreasing the size of the pool of workers available to the local economy. With fewer candidates to draw from, employers throughout the economy are competing with one another through increasing wages and other forms of compensation. The Oregon Office of Economic Analysis (OEA) points out that statewide wages have increased by 17% since the pandemic began.

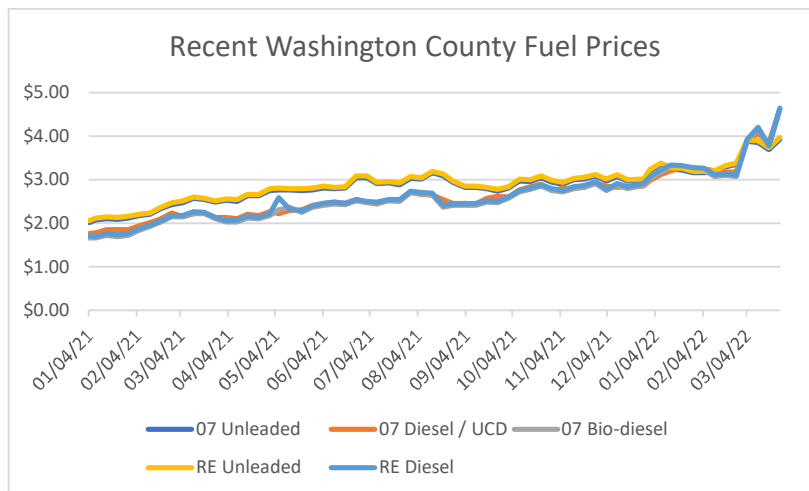
# Economic Conditions and Recovery



According to OEA, a restructuring of the labor market seems to be underway. Retail and restaurant employers find themselves struggling to replace jobs that were shed in the beginning of the pandemic, and workers who return to these industries are being rewarded with higher pay. In addition, workers who have departed the labor market elsewhere in the economy are using this moment to seek higher-wage positions more in keeping with their career aspirations. Either way, the market is experiencing increasing labor costs, at least for the moment.

### Inflation risks

These wage hikes are materializing just as the economic recovery was already challenged by other forms of inflationary pressures. Public health restrictions meant to protect the health care system from collapsing also slowed productivity throughout the supply chain, creating a backlog of vehicles and other goods despite increased demand. More recently, the Russian invasion of Ukraine has added upward pressure on oil prices globally. Our Fleet Division has measured record-breaking increases in every category of fuel used by the County.



Source: Washington County Fleet Division, March 2022

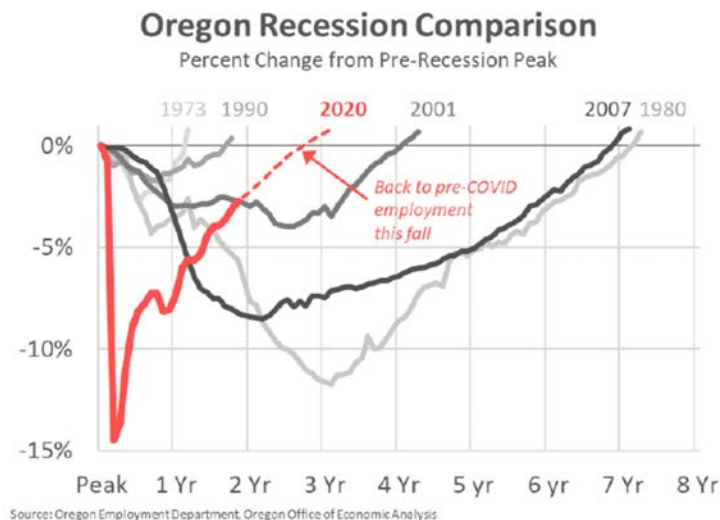
Taken together, wage increases, supply-chain problems and increasing oil prices are all contributing to an inflationary environment for next year's County budget and possibly beyond. Our challenge will be to navigate this period of increase prices for fuel, asphalt and wages while staying focused on our public-service mission.



# Economic Conditions and Recovery

## Eventual economic recovery

On the bright side, economists at the OEA and elsewhere predict that much of the pandemic-related inflation may have already played out earlier in the recovery. Consumers have so far shown a willingness to continue spending despite climbing prices, perhaps cushioned by the increased household wealth mentioned earlier. In addition, federal actions such as anticipated interest rate hikes and temporary increases in fuel supplies could successfully mitigate inflationary pressures over the next year or so.



On the whole, state economists are optimistic that Oregon may reach full recovery from the COVID-19 recession toward the fall of 2022, somewhat later than predicted last year. As OEA points out in their March revenue forecast:

The state still has 54,000 jobs left to go to regain pre-pandemic employment peaks....While the overall labor market recovery is still 2 or 3 times as fast as the recovery from the Great Recession, given the tight labor market, these last 54,000 jobs are going to be harder to fill than the first 231,000 of the recovery.

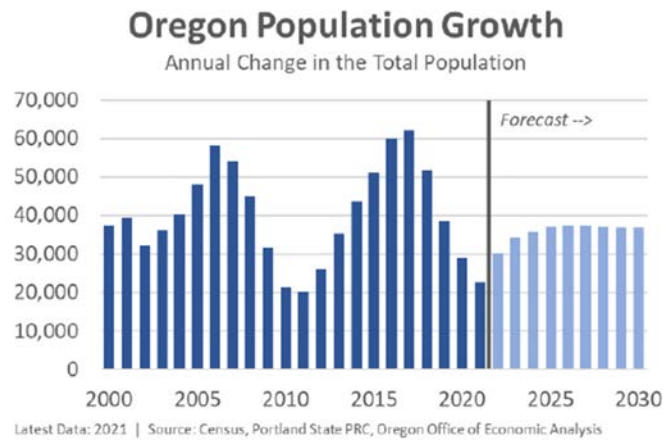
This timing will coincide roughly with the mid-point in FY 2022-23. Continued support through the services and programs described in this proposed budget will be critical to our community’s continued recovery.

## Housing

Although good news, our anticipated recovery from the pandemic and related economic recession over the next year or more is likely to restart dynamics and challenges faced during pre-pandemic times. Prominent among these is the statewide housing crisis.

Although housing affordability challenged our community before the Great Recession of 2007-2009, the situation became much worse across the nation – especially in the Western United States – during the recovery from that recession. Housing supply contracted significantly during that recession, in part due to the over-leveraged or unstable financing that attempted to support many home purchases and residential developments. As Oregon’s recovery slowly progressed, our state followed a familiar pattern of attracting in migration from across the country, increasing the demand for housing statewide. The combination of these two factors put significant upward pressure on housing prices, putting affordable homeownership out of reach for many and forcing many more to lose permanent shelter altogether.

# Economic Conditions and Recovery



A statewide analysis completed just prior to the pandemic showed how these dynamics have shaped our prolonged housing affordability crisis. The Portland economic research firm ECONorthwest determined that decades of recessions followed by job-creating recoveries and related in migration have contributed, along with other factors, to a statewide undersupply of roughly 111,000 housing units. Over half of this “underproduction” of housing – nearly 60,000 units – has emerged over time in the three-county Portland region and a significant portion of that undersupply is identified as part of the region’s affordable housing gap.<sup>4</sup> The same analysis showed an accumulated statewide need for an *additional* 30,000 units to address houselessness, nearly 11,000 of which was estimated for the Portland region. ECONorthwest noted that those experiencing the highest rates of rent burden (spending 30% or more of their household income on housing costs) were disproportionately “non-Asian people of color, people with limited English proficiency, people with disabilities and seniors.”<sup>5</sup> These estimates of *existing* undersupply do not reflect the increase in *future* housing demand – 444,000 projected new units statewide, with 225,000 of those new units anticipated to be needed in the Portland region by the year 2040.

Exhibit 18. Summary of Housing Need by Regions and State, 2020-2040

Source(s): ECONorthwest analysis; PSU, 2020-2070 Coordinated Population Forecasts; U.S. Census Bureau, 2018 ACS 1-year PUMS estimates; HUD, 2019 PIT count; ODE, SY 2018-2019 McKinney Vento data

Region	New units for each of the following...				
	Projected Need	Underproduction	Housing for the Homeless	Total Units	% of Units
Portland Metro	224,683	59,488	10,683	294,853	51%
North Coast	14,731	295	2,309	17,335	3%
Willamette Valley	101,704	35,913	8,972	146,589	25%
Southwest	34,896	10,287	4,579	49,761	9%
Deschutes	49,856	4,837	1,194	55,887	10%
Northeast	16,731	-	899	17,630	3%
Southeast	965	-	538	1,503	0%
Oregon	443,566	110,819	29,174	583,559	100%
% of Units	76%	19%	5%	100%	

Source: ECONorthwest, 2021

To put these numbers in context, the Portland metropolitan region has been working diligently since passage of the 2018 Regional Affordable Housing Bond measure to construct 3,900 regulated affordable units by the year 2026, with 1,300 of those units to be built in Washington County. Even as the local economy recovers from the current recession, current and future proposed budgets for Washington County will face the challenges of a systemic crisis in housing supply that disproportionately affects the historically marginalized.

# Budget Equity Initiatives

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## OVERARCHING CONSIDERATIONS

Washington County's 605,036 population is the second largest county in Oregon and among the state's most diverse. Washington County is home to Oregon's largest county population of Latino/Latina/Latinx community members and the highest percentage of Asians and Pacific Islanders. Nearly one in four Washington County residents speak a language other than English. After English, Spanish is spoken by the largest segment of the county (12.28% of the population speaks Spanish).

The County is committed to a comprehensive and engaging equity, diversity and inclusion (EDI) program. Per the direction of executive leadership in fall of 2021, the Office of Equity, Inclusion and Community Engagement (OEICE) worked with the Equity Policy Committee of the Equity Leadership Council to develop a Budget Equity Tool for rollout during the fiscal year 2022-23 budget process. The Washington County's FY 2022-23 Budget Equity Tool is a set of equity-focused strategies and questions used to drive informed and targeted decision-making about the allocation of resources. OEICE provided training and consultative support to departments on the implementation of the Budget Equity Tool.

An analysis of submitted Budget Equity Tools reveals several equity investments that reflect significant staff work, community engagement, attention to access and outcome data, a commitment to culturally appropriate service delivery and an investment in staff capacity to meet the needs of a very diverse community. The following amounts represent investments requested by departments in equity, diversity and inclusion for FY 2022-23.<sup>1</sup>

- Culturally specific service delivery: \$21,052,868.
- Staff equity diversity and inclusion capacity building: \$3,409,485.
- Interpretation, translation, and accommodations: \$1,124,528.
- Bilingual staff receiving pay differential: 180.50 FTE (full-time equivalent staff).

Some noteworthy, requested equity investments include the following:

- **Washington County Cooperative Library Services (WCCLS)** is targeting approximately \$500,000 annually, starting in FY 2022-23, to support focused equity work cooperative-wide, this represents 5% of the Materials and Services budget. In addition to investments to bring WCCLS into compliance with Title VI of the Civil Rights Act of 1964 (representing 3% of the Materials and Services budget), this investment launches a multi-year process to analyze cooperative governance and funding structures, including data analysis, community indicators and community and stakeholder engagement. It funds evaluation of the funding structure and recommendations to address inequities with future funding allocations. This will require contracting with professional services providers. Remaining funds from this allocation will support other cooperative-wide equity initiatives developed in partnership with member libraries.
- **The Washington County District Attorney (DA)** documented a 63% increase in bias crime referrals to the DA's Office in 2020 as compared to 2018. Given that, in 2021 the DA's Office obtained a competitive federal grant to address bias and hate crimes in Washington County and in 2022 launched Oregon's only county-based Bias Crime Multidisciplinary Team. In 2021, 35 hate/bias crime cases were referred by law enforcement to the DA's Office for prosecution and 30 cases were charged. The DA's Office has engaged in extensive community outreach to encourage people to report bias crimes and to enhance the community/system response when they occur.
- **Washington County's COVID-19 Response** has been designed with equity, inclusion and diversity at its core. COVIDT19 Response and Recovery programs use race, ethnicity, language and disability data standards to understand inequities related to vaccination rates, COVIDT19 infection rates, food, rental and assistance needs, as well as small-business assistance needs. COVIDT19 Response and Recovery programs have allocated \$12.9 million to community-based organizations (CBOs) serving Black, Indigenous, Latino/a/x, immigrant and refugee communities residing within Washington County in order to help individuals access available assistance programs including food and shelter, childcare, healthcare, general hygiene and small business support.

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<sup>1</sup> These requested amounts, which were made at the beginning of the budgeting process, may differ from those investments that are included in the final adopted budget for the new fiscal year. The difference is due to a more constrained pool of resources available to the County than originally anticipated. Between the development of departmental budget requests and the submission of the proposed budget to the Budget Committee, further cuts were made to achieve balance. The above amounts do not represent the final proposed budget, nor do they reflect which proposed equity investments were cut and which were maintained.

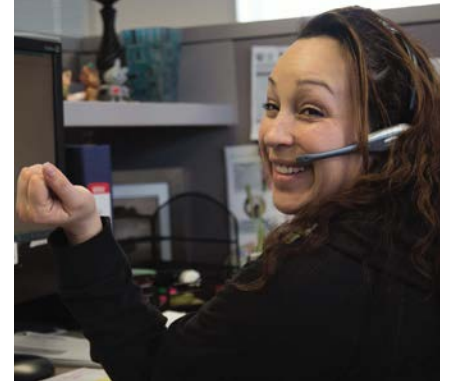
# Budget Equity Initiatives

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- **Solid Waste and Recycling (SWR)** conducts culturally relevant education and outreach programming for Spanish-speaking community members. The division manually maintains a Spanish version of its website that had 6,660 visits in 2021, or approximately 4% of the 161,000 total unique pageviews. SWR also tracks inbound call and email traffic for Spanish-speaking community members requiring assistance. In 2021 SWR supported 50 community members with general inquiries. Additionally, the Garbage and Recycling Advisory Committee and a volunteer *Promotores Ambientales* (Environmental Community Health Workers) group are supported with translators and Spanish-speaking staff at every meeting.
- **The Aging Program** is allocating \$30,000 in community-led recreation projects that convene older adults from Black, Indigenous and other communities of color, immigrants and refugees and/or LGBTQ+ older adults for social or cultural events and funding two culturally specific congregate meal sites. Culturally specific contracts fund information and assistance, family caregiver and evidence-based health promotion activities.
- **Housing Services** work with culturally specific providers to provide resident communication services and homeownership readiness counseling. Homeless and Supportive Housing Services programs work with culturally specific providers and create trainings for all service providers to ensure culturally responsive services throughout the system of care. Homeless programs are also investing \$50,000 a year in culturally specific organizations for capacity building. Combined, these efforts represent a \$4.4 million investment in culturally specific services, or 3% of the Housing Services budget. An additional \$250,000 is internally allocated for equity-focused staff capacity building to support equitable program delivery and policy improvements.
- **Jail Housing** supports volunteer clergy to provide religious services for several of the more common religions. Jail Housing accommodates special meals for medical purposes and religious purposes. The Jail has some initial lodging protocols for transgender, non-binary adults in custody (AIC), which involves asking the person how they identify and making housing decisions accordingly. Staff also conduct an evaluation process for gender non-conforming AIC before lodging them in general population.
- **The Juvenile Department** is investing \$740,437 (15% of contract budget) to address needs of Latino/a/x and African American youth where they are over-represented in various decision points and in detention. Half of the total training budget for the Juvenile Department is focused on equity, diversity and inclusion professional development for all staff.
- **Land Use and Transportation** allocated more than \$230,000 for community engagement and equity consultation for Major Streets Transportation Improvement Program (MSTIP) and Middle Housing planning efforts. All consultants on this effort are disadvantaged business enterprise (DBE) firms. A portion of this funding is available to compensate community members for their participation.



# Total Budget



Fiscal Year 2022-23

# TOTAL BUDGET

# OVERVIEW

Description	Adopted	Modified	Proposed	Change	% of	
	2021-22	2021-22	2022-23	\$	%	Total
General Government	\$ 137,881,864	188,439,631	139,084,385	(49,355,246)	-26%	9%
Public Safety & Justice	218,950,685	221,551,266	226,515,934	4,964,668	2%	14%
Land Use & Transportation	118,383,338	135,179,037	134,596,782	(582,255)	0%	8%
Housing, Health & Human Services	250,707,298	269,979,819	296,850,965	26,871,146	10%	19%
Culture, Education & Recreation	64,503,614	64,521,064	71,531,167	7,010,103	11%	4%
Non-departmental	5,361,834	14,087,634	31,198,873	17,111,239	121%	2%
<b>subtotal</b>	<b>795,788,633</b>	<b>893,758,451</b>	<b>899,778,106</b>	<b>6,019,655</b>	<b>1%</b>	<b>56%</b>
Capital	258,637,090	293,043,837	313,149,706	20,105,869	7%	20%
Non-operating	349,012,696	352,737,488	381,955,222	29,217,734	8%	24%
<b>Totals</b>	<b>1,403,438,419</b>	<b>1,539,539,776</b>	<b>1,594,883,034</b>	<b>55,343,258</b>	<b>4%</b>	<b>100%</b>
General Fund	333,954,449	351,045,446	366,316,438	15,270,992	4%	23%
Special Funds	1,069,483,970	1,188,494,330	1,228,566,596	40,072,266	3%	77%
<b>Totals</b>	<b>\$ 1,403,438,419</b>	<b>1,539,539,776</b>	<b>1,594,883,034</b>	<b>55,343,258</b>	<b>4%</b>	<b>100%</b>
General Fund	1,158.58	1,179.38	1,171.78	(7.60)	-1%	49%
Special Funds	1,147.12	1,157.52	1,196.22	38.70	3%	51%
<b>FTE's</b>	<b>2,305.70</b>	<b>2,336.90</b>	<b>2,368.00</b>	<b>31.10</b>	<b>1%</b>	<b>100%</b>

# TOTAL BUDGET

# OVERVIEW

Description	Adopted	Modified	Proposed	Change		% of
	2021-22	2021-22	2022-23	\$	%	Total
General Government	\$ 64,064,381	113,715,309	63,334,899	(50,380,410)	-44%	5%
Public Safety & Justice	109,563,137	111,388,718	112,729,027	1,340,309	1%	9%
Land Use & Transportation	80,220,149	84,637,786	88,531,225	3,893,439	5%	7%
Housing, Health & Human Services	201,041,996	220,314,517	256,355,370	36,040,853	16%	22%
Culture, Education & Recreation	46,097,176	46,114,626	51,488,342	5,373,716	12%	4%
Capital	85,733,150	101,008,213	151,391,053	50,382,840	50%	13%
Non-operating	434,742,712	434,742,712	463,985,544	29,242,832	7%	39%
<b>Total Revenues</b>	<b>1,021,462,701</b>	<b>1,111,921,881</b>	<b>1,187,815,460</b>	<b>75,893,579</b>	<b>7%</b>	<b>100%</b>
General Government	137,881,864	188,439,631	139,084,385	(49,355,246)	-26%	9%
Public Safety & Justice	218,950,685	221,551,266	226,515,934	4,964,668	2%	14%
Land Use & Transportation	118,383,338	135,179,037	134,596,782	(582,255)	0%	8%
Housing, Health & Human Services	250,707,298	269,979,819	296,850,965	26,871,146	10%	19%
Culture, Education & Recreation	64,503,614	64,521,064	71,531,167	7,010,103	11%	4%
Non-departmental	5,361,834	14,087,634	31,198,873	17,111,239	121%	2%
Capital	258,637,090	293,043,837	313,149,706	20,105,869	7%	20%
Non-operating	349,012,696	352,737,488	381,955,222	29,217,734	8%	24%
<b>Total Expenditures</b>	<b>1,403,438,419</b>	<b>1,539,539,776</b>	<b>1,594,883,034</b>	<b>55,343,258</b>	<b>4%</b>	<b>100%</b>
<b>Revenues under Expenditures</b>	<b>(381,975,718)</b>	<b>(427,617,895)</b>	<b>(407,067,574)</b>	<b>20,550,321</b>	<b>-5%</b>	
Beginning Fund Balances	381,975,718	427,617,895	407,067,574	(20,550,321)	-5%	
<b>Ending Fund Balances \$</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>		

# TOTAL BUDGET

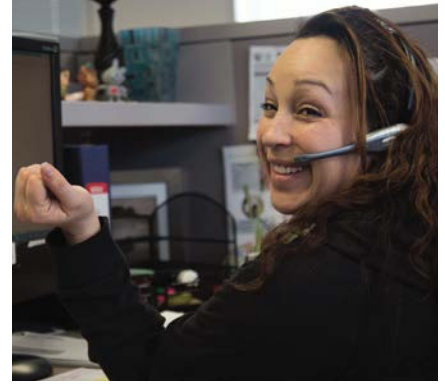
# OVERVIEW

Category Description	Adopted	Modified	Proposed	Change		% of
	2021-22	2021-22	2022-23	\$	%	Total
Taxes	\$ 230,192,327	230,192,327	248,778,104	18,585,777	8%	21%
Licenses & Permits	13,235,533	13,235,533	13,754,772	519,239	4%	1%
Intergovernmental	305,487,105	365,460,997	399,603,471	34,142,474	9%	34%
Charges for Services	151,995,032	151,995,032	161,984,479	9,989,447	7%	14%
Fines & Forfeitures	2,273,400	2,273,400	2,348,800	75,400	3%	0%
Interdepartmental	58,062,692	106,511,797	102,595,383	(3,916,414)	-4%	9%
Miscellaneous	55,528,694	22,097,039	59,079,310	36,982,271	167%	5%
Operating Transfers In	204,687,918	220,155,756	199,671,141	(20,484,615)	-9%	17%
<b>Total Revenues</b>	<b>1,021,462,701</b>	<b>1,111,921,881</b>	<b>1,187,815,460</b>	<b>75,893,579</b>	<b>7%</b>	<b>100%</b>
Personnel Services	329,203,690	351,542,861	347,505,103	(4,037,758)	-1%	22%
Materials & Services	465,576,763	511,605,762	535,788,564	24,182,802	5%	34%
Other	114,136,210	126,968,208	169,481,711	42,513,503	33%	11%
Interdepartmental	55,976,745	71,512,120	99,631,357	28,119,237	39%	6%
Operating Transfers Out	208,156,916	243,899,754	202,312,099	(41,587,655)	-17%	13%
Capital Outlay	49,438,808	67,229,551	73,119,324	5,889,773	9%	5%
<b>subtotal</b>	<b>1,222,489,132</b>	<b>1,372,758,256</b>	<b>1,427,838,158</b>	<b>55,079,902</b>	<b>4%</b>	<b>90%</b>
Contingency	180,949,287	166,781,520	167,044,876	263,356	0%	10%
<b>Total Expenditures</b>	<b>1,403,438,419</b>	<b>1,539,539,776</b>	<b>1,594,883,034</b>	<b>55,343,258</b>	<b>4%</b>	<b>100%</b>
Revenues under Expenditures	(381,975,718)	(427,617,895)	(407,067,574)	20,550,321	-5%	
Beginning Fund Balances	381,975,718	427,617,895	407,067,574	(20,550,321)	-5%	
<b>Ending Fund Balances \$</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>		





# General Fund



Fiscal Year 2022-23

# 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	
	2021-22	2021-22	2022-23	\$	%	Total
General Government	\$ 79,868,693	80,775,532	83,063,725	2,288,193	3%	23%
Public Safety & Justice	101,593,707	102,193,707	106,647,338	4,453,631	4%	29%
Land Use & Transportation	5,196,517	5,196,517	5,581,770	385,253	7%	2%
Housing, Health & Human Services	31,297,794	35,388,791	34,781,121	(607,670)	-2%	9%
Culture, Education & Recreation	2,267,696	2,267,696	2,364,610	96,914	4%	1%
Non-departmental	5,361,834	14,087,634	31,198,873	17,111,239	121%	9%
<b>subtotal</b>	<b>225,586,241</b>	<b>239,909,877</b>	<b>263,637,437</b>	<b>23,727,560</b>	<b>10%</b>	<b>72%</b>
Non-operating	108,368,208	111,135,569	102,679,001	(8,456,568)	-8%	27%
<b>Totals \$</b>	<b>333,954,449</b>	<b>351,045,446</b>	<b>366,316,438</b>	<b>15,270,992</b>	<b>4%</b>	<b>100%</b>
<b>FTE's</b>	<b>1,158.58</b>	<b>1,179.38</b>	<b>1,171.78</b>	<b>(7.60)</b>	<b>-1%</b>	

# GENERAL FUND

# OVERVIEW

Functional Area	Adopted	Modified	Proposed	Change		% of
	2021-22	2021-22	2022-23	\$	%	Total
General Government	\$ 6,775,576	6,775,576	7,996,834	1,221,258	18%	2%
Public Safety & Justice	14,916,238	14,916,238	15,810,415	894,177	6%	5%
Land Use & Transportation	3,920,510	3,920,510	4,315,318	394,808	10%	1%
Housing, Health & Human Services	22,364,487	26,455,484	25,532,784	(922,700)	-3%	8%
Culture, Education & Recreation	1,271,853	1,271,853	1,457,329	185,476	15%	0%
Non-operating	251,778,026	251,778,026	265,488,176	13,710,150	5%	84%
<b>Total Revenues</b>	<b>301,026,690</b>	<b>305,117,687</b>	<b>320,600,856</b>	<b>15,483,169</b>	<b>5%</b>	<b>100%</b>
General Government	79,868,693	80,775,532	83,063,725	2,288,193	3%	23%
Public Safety & Justice	101,593,707	102,193,707	106,647,338	4,453,631	4%	29%
Land Use & Transportation	5,196,517	5,196,517	5,581,770	385,253	7%	2%
Housing, Health & Human Services	31,297,794	35,388,791	34,781,121	(607,670)	-2%	9%
Culture, Education & Recreation	2,267,696	2,267,696	2,364,610	96,914	4%	1%
Non-departmental	5,361,834	14,087,634	31,198,873	17,111,239	121%	9%
Non-operating	108,368,208	111,135,569	102,679,001	(8,456,568)	-8%	27%
<b>Total Expenditures</b>	<b>333,954,449</b>	<b>351,045,446</b>	<b>366,316,438</b>	<b>15,270,992</b>	<b>4%</b>	<b>100%</b>
Revenues under Expenditures	(32,927,759)	(45,927,759)	(45,715,582)	212,177	0%	
General Fund	21,312,171	34,312,171	34,100,000	(212,171)	-1%	75%
Revenue Stabilization	11,615,588	11,615,588	11,615,582	(6)	0%	25%
<b>Beginning Fund Balance</b>	<b>32,927,759</b>	<b>45,927,759</b>	<b>45,715,582</b>	<b>(212,177)</b>	<b>-1%</b>	<b>100%</b>
<b>Ending Fund Balances \$</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>		

# GENERAL FUND

# OVERVIEW

Category Description	Adopted	Modified	Proposed	Change		% of
	2021-22	2021-22	2022-23	\$	%	Total
Taxes	\$ 170,987,015	170,987,015	186,013,659	15,026,644	9%	58%
Licenses & Permits	8,074,886	8,074,886	8,208,900	134,014	2%	3%
Intergovernmental	24,387,457	28,478,454	30,083,805	1,605,351	6%	9%
Charges for Services	13,777,036	13,777,036	14,143,732	366,696	3%	4%
Fines & Forfeitures	2,023,300	2,023,300	1,948,300	(75,000)	-4%	1%
Interdepartmental	8,041,897	8,041,897	9,110,007	1,068,110	13%	3%
Miscellaneous	4,093,654	4,093,654	5,461,520	1,367,866	33%	2%
Operating Transfers In	69,641,445	69,641,445	65,630,933	(4,010,512)	-6%	20%
<b>Total Revenues</b>	<b>301,026,690</b>	<b>305,117,687</b>	<b>320,600,856</b>	<b>15,483,169</b>	<b>5%</b>	<b>100%</b>
Personnel Services	168,129,847	169,387,619	177,719,484	8,331,865	5%	49%
Materials & Services	48,812,019	52,969,306	51,285,042	(1,684,264)	-3%	14%
Other	3,601,443	3,601,443	3,563,600	(37,843)	-1%	1%
Interdepartmental	750,597	933,374	901,508	(31,866)	-3%	0%
Operating Transfers Out	96,752,620	99,519,981	91,063,419	(8,456,562)	-8%	25%
Capital Outlay	502,356	502,356	79,200	(423,156)	-84%	0%
<b>subtotal</b>	<b>318,548,882</b>	<b>326,914,079</b>	<b>324,612,253</b>	<b>(2,301,826)</b>	<b>-1%</b>	<b>89%</b>
Contingency	15,405,567	24,131,367	41,704,185	17,572,818	-73%	11%
<b>Total Expenditures</b>	<b>333,954,449</b>	<b>351,045,446</b>	<b>366,316,438</b>	<b>15,270,992</b>	<b>4%</b>	<b>100%</b>
Revenues under Expenditures	(32,927,759)	(45,927,759)	(45,715,582)	212,177	0%	
Beginning Fund Balances	32,927,759	45,927,759	45,715,582	(212,177)	0%	
<b>Ending Fund Balances \$</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>		

# GENERAL FUND

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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 15% of net revenues with a goal of 20%. 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:

Projections for the **2022-23** fiscal year:

- 4.0% increase in assessed value
- 96.0% property tax collection rate
- 4.5% COLA using the CPI-W, West Coast (annual average) index
- 22.73% Blended PERS rate
- 2.0% expenditure reduction
- 94.0% Personnel Services and 90% Materials and Services 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%

Projections for the **2023-24** fiscal year:

- 3.5% increase in assessed value
- 96.0% property tax collection rate
- 2.5% COLA using the CPI-W, West Coast (annual average) index
- 26.16% Blended PERS rate
- 1.0% expenditure reduction
- 94.0% Personnel Services and 90% Materials and Services 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 **2024-25 through 2028-29**:

- 5.50% increase in assessed value for FY 2024-25 with projected increase from expiration of Strategic Investment Program, 3.50% increase in assessed value for FY 2025-26, and 4.5% increase in assessed value for FY 2026-27 and thereafter
- 4.0% increase in department revenues
- 1.0% salary adjustments for step increases and cost of living adjustment (COLA) 2.5% for FY 2024-25 and thereafter
- 0.5% market salary adjustment
- Blended PERS rate of 26.16% for FY 2024-25, 24.89% for FY 2025-26 and FY 2026-27, and 23.68% for FY 2027-28 and FY 2028-29
- 4.0% increase in health benefits for FY 2024-25 and thereafter
- 94.0% Personnel Services and 90% Materials and Services 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

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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 fiscal year 2021-22 taxable assessed values in Washington County were approximately 60% 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. On March 31, 2000 the tax rate within Washington County was increased to 7% and on 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 1/10<sup>th</sup> 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 Behavioral Health Division 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

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**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.

# FROZEN and CUT POSITIONS

The County has initiated a hiring freeze on all vacant positions. The positions listed below are frozen and may be filled at the direction of the County Administration, should attrition occur in other positions, to ensure a net budgetary savings to the general fund of \$3.7M.

## Vacant Position Freezes for FY 2022-23

Position #	Position Name	Department	Amount
11600	Senior Administrative Specialist	Assessment and Taxation	\$ 104,386.4
12838	Administrative Specialist II	Assessment and Taxation	96,416
14177	Administrative Specialist II	Assessment and Taxation	32,248
14227	Property Appraiser II	Assessment and Taxation	53,519
14174	Accounting Assistant II	Assessment and Taxation	34,659
13312	Delivery Clerk I	Assessment and Taxation	16,907
13313	Delivery Clerk I	Assessment and Taxation	16,907
11368	Legal Specialist II	County Counsel	107,332
14527	Senior Assistant County Counsel	County Counsel	269,237
10082	Supervising Electrician	Facilities Division	162,708
10062	Facilities Operations Supervisor	Facilities Division	156,176
14066	General Services Aide	Facilities Division	75,899
14632	Financial Analyst, Senior	Finance Division	74,983
14710	Administrative Specialist II	Health and Human Services	82,651
10023	Senior Human Resources Analyst	Human Resources	169,971
14607	Senior Human Resources Analyst	Human Resources	137,526
13066	Benefits and Leave Specialist	Human Resources	126,126
13389	Systems Administration Supervisor	Information Services Division	198,493
14126	Web System Administrator	Information Services Division	175,089
14780	Senior Information Systems Analyst	Information Services Division	81,201
12730	Juvenile Counselor II	Juvenile	111,105
14641	Procurement Analyst, Senior	Procurement Division	123,963
13995	Jail Deputy	Sheriff's Office	132,305
10188	Deputy	Sheriff's Office	132,305
12788	Jail Services Technician II	Sheriff's Office	100,616
10466	Jail Services Technician II	Sheriff's Office	117,272
10150	Deputy	Sheriff's Office	168,324
12787	Jail Services Technician II	Sheriff's Office	117,272
10439	Jail Deputy	Sheriff's Office	137,866
10202	Deputy	Sheriff's Office	150,127
10366	Jail Deputy	Sheriff's Office	132,305
11968	Marine Aide	Sheriff's Office	19,850
11945	Marine Aide	Sheriff's Office	10,905
14113	Background Investigator	Sheriff's Office	18,740
14092	Criminal Records Specialist I	Sheriff's Office	33,741
14242	Jail Deputy	Sheriff's Office	10,312
13040	Water Resources Aide	Watermaster	2,595
	<b>Total General Fund Freezes</b>		<b>\$ 3,692,040</b>



# FROZEN and CUT POSITIONS

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## New Positions Requested FY 2022-23

Position #	Position Name	Department	Amount
14813	Property Appraiser II	Assessment and Taxation	\$ 105,316
14814	Department Communications Coordinator I	Assessment and Taxation	121,982
14779	Deputy County Administrator	County Administration	29,816
14804	DDA IV	District Attorney	262,966
14802	Legal Specialist II	District Attorney	99,016
14785	Legal Specialist Senior	District Attorney	87,578
14786	Legal Specialist Senior	District Attorney	87,578
14803	Sr. Legal Specialist	District Attorney	105,067
14791	Victim Assistance Specialist	District Attorney	82,534
14792	Victim Assistance Specialist	District Attorney	82,534
14788	Deputy District Attorney IV	District Attorney	228,323
14787	Legal Specialist II	District Attorney	82,534
14784	Sr. Accounting Assistant	Finance Division	110,814
14687	Financial Analyst, Senior	Finance Division	139,713
10115	Accounting Assistant Senior	Finance Division	54,515
14782	Accountant II	Finance Division	134,534
14783	Sr. Accounting Assistant	Finance Division	110,814
14725	Environmental Health Specialist II	Health and Human Services	132,158
14698	Public Health Nurse II	Health and Human Services	160,402
14748	Senior Environmental Health Specialist	Health and Human Services	131,433
14749	Public Health Nurse II	Health and Human Services	160,402
14747	Communicable Disease Epidemiologist	Health and Human Services	101,634
14750	Medicolegal Death Investigator	Health and Human Services	27,230
14737	Training & Dev Coordinator	Office of Equity, Inclusion and Community Engagement	129,906
14739	Recreation Program Coordinator	Parks	86,537
14815	Procurement Program Manager	Procurement Division	149,834
13996	Deputy	Sheriff's Office	167,047
14370	Deputy	Sheriff's Office	133,698
14371	Deputy	Sheriff's Office	144,404
	<b>Total General Fund Cuts</b>		<b>\$ 3,450,317</b>

# DISCRETIONARY & DEPARTMENTAL REVENUE

# OVERVIEW

Category Description	Adopted	Modified	Proposed	Change	% of	
	2021-22	2021-22	2022-23	\$	%	Total
Taxes	\$ 170,987,015	170,987,015	186,013,659	15,026,644	9%	58%
Licenses & Permits	1,650,600	1,650,600	1,623,000	(27,600)	-2%	1%
Intergovernmental	5,612,487	5,612,487	6,438,238	825,751	15%	2%
Charges for Services	4,000,000	4,000,000	4,500,000	500,000	13%	1%
Fines & Forfeitures	700,000	700,000	830,000	130,000	19%	0%
Miscellaneous	1,854,667	1,854,667	3,088,962	1,234,295	67%	1%
Operating Transfers In	66,973,257	66,973,257	62,994,317	(3,978,940)	-6%	20%
<b>subtotal - Other</b>	<b>80,791,011</b>	<b>80,791,011</b>	<b>79,474,517</b>	<b>(1,316,494)</b>	<b>-2%</b>	<b>25%</b>
<b>Total Discretionary</b>	<b>251,778,026</b>	<b>251,778,026</b>	<b>265,488,176</b>	<b>13,710,150</b>	<b>5%</b>	<b>83%</b>
Departmental Revenues	49,248,664	53,339,661	55,112,680	1,773,019	3%	17%
<b>Total General Fund Revenues</b>	<b>\$ 301,026,690</b>	<b>305,117,687</b>	<b>320,600,856</b>	<b>15,483,169</b>	<b>5%</b>	<b>100%</b>

See page 52 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
	2021-22	2021-22	2022-23	\$	%	Total
Current property tax	\$ 158,642,916	158,642,916	169,804,029	11,161,113	7%	91%
Delinquent property tax	1,672,599	1,672,599	1,768,792	96,193	6%	1%
<b>subtotal - Property Taxes</b>	<b>160,315,515</b>	<b>160,315,515</b>	<b>171,572,821</b>	<b>11,257,306</b>	<b>7%</b>	<b>92%</b>
Additional tax -current	1,275,000	1,275,000	1,529,411	254,411	20%	1%
Other tax	200,000	200,000	350,000	150,000	75%	0%
Western Oregon STF Severance Tax	11,700	11,700	10,000	(1,700)	-15%	0%
<b>subtotal - Other Taxes</b>	<b>1,486,700</b>	<b>1,486,700</b>	<b>1,889,411</b>	<b>402,711</b>	<b>27%</b>	<b>1%</b>
Transient lodgings tax	2,538,525	2,538,525	4,551,427	2,012,902	79%	2%
Real property transfer tax	6,646,275	6,646,275	8,000,000	1,353,725	20%	4%
<b>Total Tax Revenues</b>	<b>\$ 170,987,015</b>	<b>170,987,015</b>	<b>186,013,659</b>	<b>15,026,644</b>	<b>9%</b>	<b>100%</b>

# DISCRETIONARY REVENUE

# OTHER

Description	Adopted	Modified	Proposed	Change		% of
	2021-22	2021-22	2022-23	\$	%	Total
Liquor license	\$ 5,600	5,600	3,000	(2,600)	-46%	0%
Cable television franchise fees	1,645,000	1,645,000	1,620,000	(25,000)	-2%	2%
<b>subtotal - Licenses &amp; Permits</b>	<b>1,650,600</b>	<b>1,650,600</b>	<b>1,623,000</b>	<b>(27,600)</b>	<b>-2%</b>	<b>2%</b>
Liquor revenue	3,625,230	3,625,230	3,916,000	290,770	8%	5%
Oregon and California Land grant	100,000	100,000	65,000	(35,000)	-35%	0%
Amusement devices	130,000	130,000	130,000	-	0%	0%
Cigarette tax	446,350	446,350	350,000	(96,350)	-22%	0%
Marijuana Tax	300,000	300,000	310,770	10,770	4%	0%
State Timber Receipt	950,407	950,407	1,606,468	656,061	69%	2%
Other	60,500	60,500	60,000	(500)	-1%	0%
<b>subtotal - Intergovernmental</b>	<b>5,612,487</b>	<b>5,612,487</b>	<b>6,438,238</b>	<b>825,751</b>	<b>15%</b>	<b>8%</b>
Recording Division fees	4,000,000	4,000,000	4,500,000	500,000	13%	6%
<b>subtotal - Charges for Services</b>	<b>4,000,000</b>	<b>4,000,000</b>	<b>4,500,000</b>	<b>500,000</b>	<b>13%</b>	<b>6%</b>
Fines - Circuit Court	300,000	300,000	350,000	50,000	17%	0%
Court Surcharge	400,000	400,000	480,000	80,000	20%	1%
<b>subtotal - Fines &amp; Penalties</b>	<b>700,000</b>	<b>700,000</b>	<b>830,000</b>	<b>130,000</b>	<b>19%</b>	<b>1%</b>
Interest Income	-	-	1,200,000	1,200,000	0%	2%
Reimbursement of expenses (operating)	1,540,667	1,540,667	1,562,402	21,735	1%	2%
Other Miscellaneous	314,000	314,000	326,560	12,560	4%	0%
<b>subtotal - Miscellaneous</b>	<b>1,854,667</b>	<b>1,854,667</b>	<b>3,088,962</b>	<b>1,234,295</b>	<b>67%</b>	<b>4%</b>
Transfer from Indirect Cost Allocation Fund	22,333,257	22,333,257	22,494,317	161,060	1%	28%
Transfer from Strategic Investment Program	43,000,000	43,000,000	40,000,000	(3,000,000)	-7%	50%
Other	500,000	500,000	500,000	-	0%	1%
<b>subtotal - Transfers In</b>	<b>65,833,257</b>	<b>65,833,257</b>	<b>62,994,317</b>	<b>(2,838,940)</b>	<b>-4%</b>	<b>79%</b>
<b>Total Other Revenues \$</b>	<b>79,651,011</b>	<b>79,651,011</b>	<b>79,474,517</b>	<b>(176,494)</b>	<b>0%</b>	<b>100%</b>

# 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, vehicles and fuel for the Sheriff's patrol deputies and postage for mailing voter ballots.

Organization Unit	Adopted	Modified	Proposed	Change		% of
	2021-22	2021-22	2022-23	\$	%	Total
General Government	\$ 137,881,864	188,439,631	139,084,385	(49,355,246)	-26%	15%
Public Safety & Justice	218,950,685	221,551,266	226,515,934	4,964,668	2%	25%
Land Use & Transportation	118,383,338	135,179,037	134,596,782	(582,255)	0%	15%
Housing, Health & Human Services	250,707,298	269,979,819	296,850,965	26,871,146	10%	33%
Culture, Education & Recreation	64,503,614	64,521,064	71,531,167	7,010,103	11%	8%
Non-departmental	5,361,834	14,087,634	31,198,873	17,111,239	121%	3%
<b>Totals</b>	<b>795,788,633</b>	<b>893,758,451</b>	<b>899,778,106</b>	<b>6,019,655</b>	<b>1%</b>	<b>100%</b>
General Fund	225,586,241	239,909,877	263,637,437	23,727,560	10%	29%
Special Funds	570,202,392	653,848,574	636,140,669	(17,707,905)	-3%	71%
<b>Totals \$</b>	<b>795,788,633</b>	<b>893,758,451</b>	<b>899,778,106</b>	<b>6,019,655</b>	<b>1%</b>	<b>100%</b>
General Fund	1,158.58	1,179.38	1,171.78	(7.60)	-1%	49%
Special Funds	1,147.12	1,157.52	1,196.22	38.70	3%	51%
<b>FTE's</b>	<b>2,305.70</b>	<b>2,336.90</b>	<b>2,368.00</b>	<b>31.10</b>	<b>1%</b>	<b>100%</b>

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# General Government

- Board of Commissioners .....100-1010
- County Administrative Office .....100-1510
- County Counsel .....100-2010
- County Auditor .....100-2510
- Elections .....100-3010
- Assessment & Taxation .....100-3020
- Equity, Inclusion and Community Engagement .....100-3110
- County Emergency Management .....100-3210
- Support Services Administration .....100-3510
- Finance .....100-3515
- Human Resources .....100-3520
- Information Technology Services .....100-3525
- Procurement .....100-3530
- Facilities .....100-3535
- Risk Management .....100-3575
- COVID-19 Response and Recovery .....155-1645
- Fleet Services .....500-3540
- Mail and Print Services .....516-3545

# 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	
	2021-22	2021-22	2022-23	\$	%
Board of Commissioners	\$ 897,139	897,139	905,746	8,607	1%
County Administrative Office	5,075,500	5,250,500	5,726,709	476,209	9%
County Counsel	3,609,027	3,790,885	4,059,043	268,158	7%
County Auditor	766,617	584,759	266,646	(318,113)	-54%
Elections	2,830,547	2,830,547	2,740,160	(90,387)	-3%
Assessment & Taxation	13,867,829	13,867,829	14,133,017	265,188	2%
Equity, Inclusion and Community Engagement	2,064,922	2,114,922	2,341,000	226,078	11%
<b>subtotal - Direct Services</b>	<b>29,111,581</b>	<b>29,336,581</b>	<b>30,172,321</b>	<b>835,740</b>	<b>3%</b>
County Emergency Management	1,339,341	1,339,341	1,578,198	238,857	18%
Support Services Administration	1,564,865	1,564,865	472,823	(1,092,042)	-70%
Finance	3,331,337	3,451,563	3,970,651	519,088	15%
Human Resources	3,861,975	4,423,588	5,107,782	684,194	15%
Information Technology Services	22,223,345	22,097,223	22,875,173	777,950	4%
Procurement	722,638	848,760	809,641	(39,119)	-5%
Facilities Management	16,576,442	16,576,442	16,874,024	297,582	2%
Risk Management	1,137,169	1,137,169	1,203,112	65,943	6%
COVID-19 Response and Recovery	49,932,320	99,583,248	46,944,679	(52,638,569)	-53%
Fleet Services	6,044,901	6,044,901	6,930,696	885,795	15%
Mail and Print Services	2,035,950	2,035,950	2,145,285	109,335	5%
<b>subtotal - Support Services</b>	<b>108,770,283</b>	<b>159,103,050</b>	<b>108,912,064</b>	<b>(50,190,986)</b>	<b>-32%</b>
<b>Totals</b>	<b>137,881,864</b>	<b>188,439,631</b>	<b>139,084,385</b>	<b>(49,355,246)</b>	<b>-26%</b>
General Fund	79,868,693	80,775,532	83,063,725	2,288,193	3%
Special Funds	58,013,171	107,664,099	56,020,660	(51,643,439)	-48%
<b>Totals \$</b>	<b>137,881,864</b>	<b>188,439,631</b>	<b>139,084,385</b>	<b>(49,355,246)</b>	<b>-26%</b>
<b>FTE's</b>	<b>462.35</b>	<b>466.45</b>	<b>483.10</b>	<b>16.65</b>	<b>4%</b>



# GENERAL GOVERNMENT

# BUDGET OVERVIEW

Category Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
Licenses & Permits	\$ 85,500	85,500	85,500	-	0%
Intergovernmental	52,408,320	99,349,558	49,932,729	(49,416,829)	-50%
Charges for Services	8,383,142	8,383,142	9,416,125	1,032,983	12%
Fines & Forfeitures	67,800	67,800	67,800	-	0%
Interdepartmental	1,332,145	1,332,145	1,994,302	662,157	50%
Miscellaneous	1,009,286	1,009,286	1,049,896	40,610	4%
Operating Transfers In	778,188	3,487,878	788,547	(2,699,331)	-77%
<b>Total Revenues</b>	<b>64,064,381</b>	<b>113,715,309</b>	<b>63,334,899</b>	<b>(50,380,410)</b>	<b>-44%</b>
Personnel Services	71,726,249	91,779,723	72,277,618	(19,502,105)	-21%
Materials & Services	52,940,597	70,362,892	53,312,778	(17,050,114)	-24%
Other	9,848,552	22,930,550	11,335,302	(11,595,248)	-51%
Interdepartmental	956,399	956,399	1,250,361	293,962	31%
Operating Transfers Out	1,500,000	1,500,000	-	(1,500,000)	-100%
Capital Outlay	136,000	136,000	79,200	(56,800)	-42%
<b>subtotal</b>	<b>137,107,797</b>	<b>187,665,564</b>	<b>138,255,259</b>	<b>(49,410,305)</b>	<b>-26%</b>
Contingency	774,067	774,067	829,126	55,059	7%
<b>Total Expenditures</b>	<b>137,881,864</b>	<b>188,439,631</b>	<b>139,084,385</b>	<b>(49,355,246)</b>	<b>-26%</b>
Revenues under expenditures	(73,817,483)	(74,724,322)	(75,749,486)	(1,025,164)	1%
General Fund Subsidy	73,093,117	73,999,956	75,066,891	1,066,935	1%
Special Funds Beginning Balances	724,366	724,366	682,595	(41,771)	-6%
<b>Ending Fund Balances \$</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	

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

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

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
Legislation and Policy	\$ 897,139	897,139	905,746	8,607	1%
<b>Total</b>	<b>897,139</b>	<b>897,139</b>	<b>905,746</b>	<b>8,607</b>	<b>1%</b>
<b>by category</b>					
Personnel Services	835,317	835,317	825,970	(9,347)	-1%
Materials & Services	61,322	61,322	79,276	17,954	29%
Interdepartmental	500	500	500	-	0%
<b>Total Expenditures</b>	<b>897,139</b>	<b>897,139</b>	<b>905,746</b>	<b>8,607</b>	<b>1%</b>
<b>General Fund Subsidy</b>	<b>897,139</b>	<b>897,139</b>	<b>905,746</b>	<b>8,607</b>	<b>1%</b>
FTE's	5.00	5.00	5.00	-	0%

**Budget Analysis:**

Expenditures increase \$8,607 (1%). General Fund subsidy increases \$8,607 (1%).

Personnel Services decrease due to a transitional adjustment from anticipated full-time commissioners to actual costs reflected in fiscal year 2021-22. In November of 2020, Washington County voters approved a change to the County Charter that established an independent salary commission to determine salaries for the Board of Commissioners.

The work of the independent Salary Commission concluded in April 2021 and set the annual salary of County Commissioners at \$115,000, modifying the prior salary to assume a full-time responsibility. The Salary Commission determined that the Chair’s annual salary will be \$126,500.

Materials & Services increase primarily due to additional support for professional services for increased community communication.

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

1. **County Administration (100-151005):** Includes interpreting and implementing Board policies; overseeing County departments and offices; selecting and evaluating the performance of appointed department directors; overseeing day to day operations of County government; preparing and administering the annual budget and providing administrative support to the Board of Commissioners.
2. **Intergovernmental Relations (100-151015):** Encompasses all of the activities associated with representing the County’s interests on legislative matters as well as those associated with establishing and maintaining external relationships and working cooperatively with other jurisdictions.
3. **Economic Development (100-151020):** Collaborates with city partners, businesses, community representatives and others on strategic initiatives intended to maintain Washington County's economic competitiveness and sense of place. The County is committed to providing economic opportunity (jobs, education, training, business development, and urban redevelopment) for its residents, especially traditionally marginalized communities.
4. **Communications (100-151025):** Includes internal and external outreach activities intended to support Board and County Administrative Office communications priorities and initiatives. Services include distributing traditional and social media content, developing and publishing web content, designing and printing hard copy materials, planning and coordinating outreach events and maintaining standards for graphics and logo usage.

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
County Administration	\$ 3,193,681	3,368,681	3,419,907	51,226	2%
Intergovernmental Relations	780,321	780,321	848,729	68,408	9%
Economic Development	417,496	417,496	428,547	11,051	3%
Communications	684,002	684,002	1,029,526	345,524	51%
<b>Total</b>	<b>5,075,500</b>	<b>5,250,500</b>	<b>5,726,709</b>	<b>476,209</b>	<b>9%</b>
<b>by category</b>					
Charges for Services	36,000	36,000	-	(36,000)	-100%
Interdepartmental	10,000	10,000	418,718	408,718	4,087%
Operating Transfers In	428,188	428,188	438,547	10,359	2%
<b>Total Revenues</b>	<b>474,188</b>	<b>474,188</b>	<b>857,265</b>	<b>383,077</b>	<b>81%</b>
Personnel Services	3,993,473	4,168,473	4,603,277	434,804	10%
Materials & Services	1,081,527	1,081,527	1,122,932	41,405	4%
Other	500	500	500	-	0%
<b>Total Expenditures</b>	<b>5,075,500</b>	<b>5,250,500</b>	<b>5,726,709</b>	<b>476,209</b>	<b>9%</b>
<b>General Fund Subsidy</b>	<b>4,601,312</b>	<b>4,776,312</b>	<b>4,869,444</b>	<b>93,132</b>	<b>2%</b>
<b>FTE's</b>	<b>21.00</b>	<b>21.00</b>	<b>23.00</b>	<b>2.00</b>	<b>10%</b>

**Budget Analysis:**

Revenues increase \$383,077 (81%). Expenditures increase \$476,209 (9%). General Fund subsidy increases \$93,132 (2%).

Revenues increase due revenue from Supportive Housing Services (221-6530) and Department of Housing Services (218-6510) to support payroll and indirect costs of 2.00 FTE. Details by program are described below.

County Administration:

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

Intergovernmental Relations:

Personnel Services expenditures increase due to salaries, retirement costs and health benefits. Materials and Services increase for dues and memberships costs.

This proposed budget remains relatively flat, but there are continued unknowns at the development of this budget. The current contract for federal lobbying services is expiring and in the beginning stages of a Request for Proposal (RFP). The costs of those services are expected to increase from the 2017 contract level. Key efforts over the next fiscal year include professional research and public relations work in support of legislative priorities, as well as efforts related to the extension of Gain Share and Property Tax Reform. Expenditures are expected to increase due to the longer legislative session in 2023 and are related to return to in-person meetings, conferences and events, and increasing in-person engagement with legislators.

Economic Development:

Supported by revenue transferred from the Lottery Program (156-1625), the Economic Development expenditures increase slightly due primarily to salaries, retirement costs and health benefits. Materials and Services remain flat.

Communications:

Increases are due primarily to the addition of 2.00 FTE Department Communications Coordinator II positions that are supported with revenue transferred from Supportive Housing Services (221-6530) and the Department of Housing Services (218-6510) to support the payroll and indirect costs of both positions. Materials and Services expenditures increase slightly due to an increase in books, subscriptions, and publications.

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

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

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
Legal Services	\$ 3,609,027	3,790,885	4,059,043	268,158	7%
<b>Total</b>	<b>3,609,027</b>	<b>3,790,885</b>	<b>4,059,043</b>	<b>268,158</b>	<b>7%</b>
<b>by category</b>					
Intergovernmental	500	500	50	(450)	-90%
Charges for Services	120	120	60	(60)	-50%
Miscellaneous	284	284	244	(40)	-14%
<b>Total Revenues</b>	<b>904</b>	<b>904</b>	<b>354</b>	<b>(550)</b>	<b>-61%</b>
Personnel Services	3,470,787	3,652,645	3,914,477	261,832	7%
Materials & Services	131,348	131,348	137,674	6,326	5%
Other	5,069	5,069	5,069	-	0%
Interdepartmental	1,823	1,823	1,823	-	0%
<b>Total Expenditures</b>	<b>3,609,027</b>	<b>3,790,885</b>	<b>4,059,043</b>	<b>268,158</b>	<b>7%</b>
<b>General Fund Subsidy</b>	<b>3,608,123</b>	<b>3,789,981</b>	<b>4,058,689</b>	<b>268,708</b>	<b>7%</b>
<b>FTE's</b>	<b>17.00</b>	<b>17.00</b>	<b>18.00</b>	<b>1.00</b>	<b>6%</b>

**Budget Analysis:**

Revenues decrease \$550 (61%). Expenditures increase \$268,158 (7%). General Fund subsidy increases \$268,708 (7%).

Revenues decrease for Witness/Subpoena fees, sale of Municipal Code updates, Jury Duty fees, and Reimbursement of Expenses.

Personnel Services expenditures increase due primarily to salaries, retirement costs and health benefits. The budget includes the addition of 1.00 FTE Attorney added in fiscal year 2021-22 to address general counsel needs. The budget also includes 3.00 FTE Auditor positions transferred from the Auditor's office in FY 2021-22 to address the need to maintain a neutral work environment for all employees where the currently elected Auditor is running for re-election and one of the other auditors is also running for the Auditor position.

Materials and Services expenditures increase primarily for legal research licensing, continuing education, and memberships and dues to support the additional attorney and auditors.

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

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

1. **Auditor's Office** (100-251005): This program provides for auditing activities undertaken by the County Auditor.

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
Auditor's Office	\$ 766,617	584,759	266,646	(318,113)	-54%
<b>Total</b>	<b>766,617</b>	<b>584,759</b>	<b>266,646</b>	<b>(318,113)</b>	<b>-54%</b>
<b>by category</b>					
Personnel Services	687,391	505,533	195,550	(309,983)	-61%
Materials & Services	79,226	79,226	71,096	(8,130)	-10%
<b>Total Expenditures</b>	<b>766,617</b>	<b>584,759</b>	<b>266,646</b>	<b>(318,113)</b>	<b>-54%</b>
<b>General Fund Subsidy</b>	<b>766,617</b>	<b>584,759</b>	<b>266,646</b>	<b>(318,113)</b>	<b>-54%</b>
<b>FTE's</b>	<b>4.00</b>	<b>4.00</b>	<b>1.00</b>	<b>(3.00)</b>	<b>-75%</b>

**Budget Analysis:**

Expenditures decrease \$318,113 (54%). General Fund subsidy decreases \$318,113 (54%).

Personnel Services expenditures decrease due to the transfer in fiscal year 2021-22 of 3.00 FTE Auditor positions to County Counsel, along with the Materials and Services expenditures related to these positions.

County Administrator's Proposed Budget:

On February 15, 2022, the Board of County Commissioners approved Resolution and Order 22-19 recognizing the election in May of 2022 where the County Auditor filed to be a candidate for County Auditor, as did the Principal Management Auditor who currently reports to the County Auditor. In seeking to provide a neutral environment for all employees, 3.00 FTE Auditor positions were transferred from the County Auditor's Office to the County Counsel's Office. The proposed budget continues this arrangement through FY 2022-23. This change may be revisited in January, 2023, and budget adjustments may be made upon approval by the Board of County Commissioners. This change in Personnel Services and Materials and Services expenditures related to these positions are reflected in the Proposed Budget.

County Auditor's Requested Budget:

The County Auditor requests the restoration of the 3.00 FTE Auditor positions and related Materials and Services expenditures to the Auditor's Requested Budget. If the FTE are not reinstated in the Auditor's Budget, the County Auditor requests that the Personnel Services (\$522,014) and Materials and Services (\$8,199) funding be restored as Professional Services.

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This organizational unit is responsible for conducting all federal, state and local elections for the County. 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	
	2021-22	2021-22	2022-23	\$	%
Election Services	\$ 2,830,547	2,830,547	2,740,160	(90,387)	-3%
<b>Total</b>	<b>2,830,547</b>	<b>2,830,547</b>	<b>2,740,160</b>	<b>(90,387)</b>	<b>-3%</b>
<b>by category</b>					
Charges for Services	782,052	782,052	712,444	(69,608)	-9%
Miscellaneous	52,560	52,560	60,000	7,440	14%
<b>Total Revenues</b>	<b>834,612</b>	<b>834,612</b>	<b>772,444</b>	<b>(62,168)</b>	<b>-7%</b>
Personnel Services	1,129,996	1,129,996	1,093,013	(36,983)	-3%
Materials & Services	1,695,551	1,695,551	1,645,147	(50,404)	-3%
Capital Outlay	5,000	5,000	2,000	(3,000)	-60%
<b>Total Expenditures</b>	<b>2,830,547</b>	<b>2,830,547</b>	<b>2,740,160</b>	<b>(90,387)</b>	<b>-3%</b>
<b>General Fund Subsidy</b>	<b>1,995,935</b>	<b>1,995,935</b>	<b>1,967,716</b>	<b>(28,219)</b>	<b>-1%</b>
<b>FTE's</b>	<b>10.00</b>	<b>10.00</b>	<b>9.00</b>	<b>(1.00)</b>	<b>-10%</b>

**Budget Analysis:**

Revenues decrease \$62,168 (7%). Expenditures decrease \$90,387 (3%). General Fund subsidy decreases \$28,219 (1%).

As in prior years, this budget anticipates four elections, with two countywide and two partial-county elections.

Revenues decrease primarily due to a decrease in election fees anticipated from the type of elections expected this fiscal year.

Personnel Services decrease due to the elimination of a 1.00 FTE limited duration position. This is offset by salaries (including one position reclassification, and pay equity adjustments), retirement costs, and overtime to meet the demands of the four elections projected for this budget year. Materials & Services expenditures decrease due primarily to the lack of redistricting costs that were part of the prior election budget. Capital Outlay decreases to reflect current needs for Elections staff.

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

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

# Assessment & Taxation 100-3020

# Budget Detail

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
Tax Collection	\$ 1,238,363	1,238,363	1,274,029	35,666	3%
Appraisal	6,913,382	6,913,382	7,083,255	169,873	2%
Cartography & Records	3,183,432	3,183,432	3,188,123	4,691	0%
Tax Roll & Administration	2,532,652	2,532,652	2,587,610	54,958	2%
<b>Total</b>	<b>13,867,829</b>	<b>13,867,829</b>	<b>14,133,017</b>	<b>265,188</b>	<b>2%</b>
<b>by category</b>					
Licenses & Permits	85,500	85,500	85,500	-	0%
Intergovernmental	2,255,500	2,255,500	2,508,000	252,500	11%
Charges for Services	638,600	638,600	645,650	7,050	1%
Fines & Forfeitures	65,300	65,300	65,300	-	0%
Miscellaneous	25,500	25,500	16,700	(8,800)	-35%
<b>Total Revenues</b>	<b>3,070,400</b>	<b>3,070,400</b>	<b>3,321,150</b>	<b>250,750</b>	<b>8%</b>
Personnel Services	13,087,909	13,087,909	13,325,943	238,034	2%
Materials & Services	759,920	759,920	795,874	35,954	5%
Other	4,000	4,000	4,000	-	0%
Capital Outlay	16,000	16,000	7,200	(8,800)	-55%
<b>Total Expenditures</b>	<b>13,867,829</b>	<b>13,867,829</b>	<b>14,133,017</b>	<b>265,188</b>	<b>2%</b>
<b>General Fund Subsidy</b>	<b>10,797,429</b>	<b>10,797,429</b>	<b>10,811,867</b>	<b>14,438</b>	<b>0%</b>
<b>FTE's</b>	<b>109.00</b>	<b>109.00</b>	<b>108.00</b>	<b>(1.00)</b>	<b>-1%</b>

### **Budget Analysis:**

Revenues increase \$250,750 (8%). Expenditures increase \$265,188 (2%).

Revenues increase due to an increase for the CAFFA Grant and a few minor increases in other revenues streams.

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

Materials and Services increase slightly due the department training for Equity, Diversity and Inclusion, language translation and interpretation, and printing.

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

1. **Equity, Diversity and Inclusion (100-311003)**: Fosters, supports and strengthens equity and inclusion in the County's programs, practices and policies and provides leadership to make Washington County more equitable and inclusive to all marginalized groups. New in fiscal year 2020-21, this program will also include centralized activities related to Title VI compliance and Diversity, Equity and Inclusion (DEI) training support across the organization.
2. **Community Engagement (100-311005)**: Provides programs and resources to enhance inclusive community engagement efforts conducted by all County departments.
3. **Community Participation Organization (100-311010)**: Provides accounting for all Community Participation Organization activities and is supported primarily from Lottery funds.

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
Equity, Diversity and Inclusion	\$ 1,107,053	1,157,053	1,220,674	63,621	5%
Community Engagement	607,869	607,869	770,326	162,457	27%
Community Participation Organization	350,000	350,000	350,000	-	0%
<b>Total</b>	<b>2,064,922</b>	<b>2,114,922</b>	<b>2,341,000</b>	<b>226,078</b>	<b>11%</b>
<b>by category</b>					
Interdepartmental	-	-	308,396	308,396	0%
Operating Transfers In	350,000	350,000	350,000	-	0%
<b>Total Revenues</b>	<b>350,000</b>	<b>350,000</b>	<b>658,396</b>	<b>308,396</b>	<b>88%</b>
Personnel Services	1,717,212	1,717,212	2,031,384	314,172	18%
Materials & Services	347,710	397,710	309,616	(88,094)	-22%
<b>Total Expenditures</b>	<b>2,064,922</b>	<b>2,114,922</b>	<b>2,341,000</b>	<b>226,078</b>	<b>11%</b>
<b>General Fund Subsidy</b>	<b>1,714,922</b>	<b>1,764,922</b>	<b>1,682,604</b>	<b>(82,318)</b>	<b>-5%</b>
<b>FTE's</b>	<b>11.00</b>	<b>11.00</b>	<b>13.00</b>	<b>2.00</b>	<b>18%</b>

**Budget Analysis:**

Revenues increase \$308,396 (88%). Expenditures increase \$226,078 (11%). General Fund subsidy decreases \$82,318 (5%).

Revenues increase primarily due to an increase in the amount transferred from Supportive Housing Services (221-6530) to support payroll and indirect costs for a Program Coordinator position and a Senior Program Coordinator position that were approved in fiscal year 2021-22.

Expenditures increase primarily due to the addition of 2.00 FTE mentioned above.

**Office of Equity and Inclusion:**

Personnel Services expenditures increase salaries, retirement costs and health benefits; and other position adjustments designed to meet the evolving support needs as a response to the County's Equity Resolution adopted in February 2020. Materials and Services expenditures decrease due primarily to a reduction in professional services.

**Community Engagement:**

Personnel Services expenditures increase due primarily to salaries, retirement costs, and health benefits adjustments. Materials and Services expenditures decrease significantly due primarily to a reduction in professional services.

**Community Participation Organization:**

Revenue to support this unit comes from the Lottery Program (Fund 156-1625) to support community engagement activities. Lottery Program support remains level this year at \$350,000. Personnel Services expenditures increase due primarily to salaries, retirement costs and health benefits. Materials and Services expenditures decrease due primarily to a reduction in Training and Education.

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The County Emergency Management office prepares the County and the community to respond to emergencies through planning, training, exercising, public education and outreach and coordination with other agencies, businesses and the public. Emergency Management also coordinates hazard mitigation planning and supports and coordinates the County’s emergency response and recovery activities.

1. **County Emergency Management (100-321005):** This program develops emergency management plans, coordinates planning with and between departments and divisions, maintains County emergency operations facilities, coordinates training and exercises for County staff, provides preparedness guidance and resources for the public and manages financial accounting for County emergency management staff. When emergency incidents occur, Emergency Management supports and coordinates the County’s response and recovery activities. Emergency Management also hosts the Washington County Emergency Management Cooperative (EMC) which consists of contributing city and special district members. The EMC conducts emergency management projects of common benefit to its members and the community.

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
County Emergency Management	\$ 1,339,341	1,339,341	1,578,198	238,857	18%
<b>Total</b>	<b>1,339,341</b>	<b>1,339,341</b>	<b>1,578,198</b>	<b>238,857</b>	<b>18%</b>
<b>by category</b>					
Intergovernmental	220,000	220,000	480,000	260,000	118%
Miscellaneous	300,319	300,319	242,984	(57,335)	-19%
<b>Total Revenues</b>	<b>520,319</b>	<b>520,319</b>	<b>722,984</b>	<b>202,665</b>	<b>39%</b>
Personnel Services	879,251	879,251	1,044,730	165,479	19%
Materials & Services	425,940	425,940	491,818	65,878	15%
Interdepartmental	34,150	34,150	41,650	7,500	22%
<b>Total Expenditures</b>	<b>1,339,341</b>	<b>1,339,341</b>	<b>1,578,198</b>	<b>238,857</b>	<b>18%</b>
<b>General Fund Subsidy</b>	<b>819,022</b>	<b>819,022</b>	<b>855,214</b>	<b>36,192</b>	<b>4%</b>
<b>FTE's</b>	<b>6.00</b>	<b>7.00</b>	<b>7.00</b>	<b>-</b>	<b>0%</b>

**Budget Analysis:**

Revenues increase \$202,665 (39%). Expenditures increase \$238,857 (18%). General Fund subsidy increases \$36,192 (4%).

Revenues increase due to a combination of new grant funds and project changes: 1) 2021 Urban Areas Security Initiative (UASI) Grant increases \$180,000 to fund a recovery planning project, 2) FEMA's Pre-Disaster Mitigation Grant increases \$75,000 to fund the continuation of the County's Hazard Mitigation Plan update, 3) Reimbursement of Expenses for a staff member who is a member of an Oregon State Fire Marshal incident management team increases \$44,000, 4) revenue pulled from the Emergency Management Cooperative (EMC) project fund decreases \$102,711 (34%) due to adjusted project schedule and the hiring of an EMC Emergency Management Coordinator in fiscal year 2021-22. This coordinator will take on projects originally intended for contractors.

Personnel Services expenditure increase due to salaries, retirement costs, and health benefits. These costs were offset by funding a variable hour Management Analyst position for only one month.

Materials and Services increase \$42,000 to provide contingency funding for a potential 24-hour cooling center, clean air center, or comparable facility. This includes funding for janitorial services and supplies.



The Department of Support Services was reorganized in Fiscal Year 2021-22 in conjunction with the Design the Future Initiative. During Fiscal Year 2022-23 this initiative will restructure and rename the Division of Support Services to be more reflective of the new organizational structure.

1. **Support Services Administration (100-351005)**: Provides administrative support to division managers; assists in the development, planning and implementation of department goals and objectives; recommends and administers policies & procedures. This program is closing on June 30, 2022 and appropriations can be found in Finance (100-3515) and Human Resources (100-3520).
2. **Sustainability (100-351010)**: Provides guidance for best sustainable practices throughout the organization and leads development and implementation of the County sustainability plan, policies and programs

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
Support Services Administration	\$ 1,115,251	1,115,251	-	(1,115,251)	-100%
Sustainability	449,614	449,614	472,823	23,209	5%
<b>Total</b>	<b>1,564,865</b>	<b>1,564,865</b>	<b>472,823</b>	<b>(1,092,042)</b>	<b>-70%</b>
<b>by category</b>					
Miscellaneous	49,943	49,943	49,559	(384)	-1%
<b>Total Revenues</b>	<b>49,943</b>	<b>49,943</b>	<b>49,559</b>	<b>(384)</b>	<b>-1%</b>
Personnel Services	1,465,190	1,465,190	435,670	(1,029,520)	-70%
Materials & Services	99,675	99,675	37,153	(62,522)	-63%
<b>Total Expenditures</b>	<b>1,564,865</b>	<b>1,564,865</b>	<b>472,823</b>	<b>(1,092,042)</b>	<b>-70%</b>
<b>General Fund Subsidy</b>	<b>1,514,922</b>	<b>1,514,922</b>	<b>423,264</b>	<b>(1,091,658)</b>	<b>-72%</b>
<b>FTE's</b>	<b>9.00</b>	<b>9.00</b>	<b>3.00</b>	<b>(6.00)</b>	<b>-67%</b>

**Budget Analysis:**

Revenues decrease \$384 (1%). Expenditures decrease \$1,092,042 (70%). General Fund subsidy decreases \$1,091,658 (72%).

Personnel Services expenditures decrease 70% due primarily to reorganization activities in Support Services Administration including 2.00 FTE Administrative Specialist II positions, a 1.00 FTE Learning and Development Program Manager position, and a 1.00 FTE Management Analyst II moved to Human Resources department (100-3520) and the elimination of 1.00 FTE Director of Support Services and 1.00 FTE Assistant Director of Support Services.

The Sustainability program has an increase in Personnel Services expenditures due to salary, retirement costs, and health benefits.

Materials and Services expenditures decrease 63% due primarily to the reorganization activities in Support Services Administration and are offset by slight increases for the Sustainability program. Approximately \$62,000 was transferred to the Human Resources Organizational Unit (100-3520) and the Finance Organizational Unit (100-3515) to support continued operations.

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

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

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
Finance	\$ 3,331,337	3,451,563	3,970,651	519,088	15%
<b>Total</b>	<b>3,331,337</b>	<b>3,451,563</b>	<b>3,970,651</b>	<b>519,088</b>	<b>15%</b>
<b>by category</b>					
Charges for Services	250	250	250	-	0%
Fines & Forfeitures	2,500	2,500	2,500	-	0%
Interdepartmental	27,500	27,500	27,500	-	0%
Miscellaneous	192,000	192,000	156,650	(35,350)	-18%
<b>Total Revenues</b>	<b>222,250</b>	<b>222,250</b>	<b>186,900</b>	<b>(35,350)</b>	<b>-16%</b>
Personnel Services	2,699,765	2,819,991	3,286,024	466,033	17%
Materials & Services	489,297	489,297	542,352	53,055	11%
Other	142,275	142,275	142,275	-	0%
<b>Total Expenditures</b>	<b>3,331,337</b>	<b>3,451,563</b>	<b>3,970,651</b>	<b>519,088</b>	<b>15%</b>
<b>General Fund Subsidy</b>	<b>3,109,087</b>	<b>3,229,313</b>	<b>3,783,751</b>	<b>554,438</b>	<b>17%</b>
<b>FTE's</b>	<b>18.00</b>	<b>19.00</b>	<b>20.00</b>	<b>1.00</b>	<b>5%</b>

**Budget Analysis:**

Revenues decrease \$35,350 (16%). Expenditures increase \$519,088 (15%). General Fund subsidy increases \$554,438 (17%).

Revenues decrease due Clean Water Service transitioning banking and treasury functions away from the County in fiscal year 2022-23.

Personnel Services increase due to salaries, retirement costs and health benefits and reorganization activities including 1.00 FTE Chief Financial Officer transferred from Support Services Administration Org Unit (100-3510) and several position reclassifications including 2.00 FTE to higher classifications, 1.00 FTE Budget manger, 1.00 FTE Senior Financial Analyst, 1.00 FTE Accountant II and 2.00 FTE Senior Accounting Assistants.

Materials & Services increase primarily due costs to accommodate public hearings and miscellaneous costs moved from Support Service Administration to Finance.

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

1. **Human Resources (100-352005):** This program provides leadership and support to the organization for all human resource related activities, including talent acquisition; employee and labor relations; all human resource business systems and position control, benefits, leave and wellness program administration, learning and development; administration of the Personnel Rules and Regulations, employment law and best practices consultation and support; performance appraisal system and employee recognition and engagement.

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
Human Resources	\$ 3,861,975	4,423,588	5,107,782	684,194	15%
<b>Total</b>	<b>3,861,975</b>	<b>4,423,588</b>	<b>5,107,782</b>	<b>684,194</b>	<b>15%</b>
<b>by category</b>					
Personnel Services	3,480,480	3,570,716	4,125,253	554,537	16%
Materials & Services	381,495	852,872	975,529	122,657	14%
Other	-	-	7,000	7,000	0%
<b>Total Expenditures</b>	<b>3,861,975</b>	<b>4,423,588</b>	<b>5,107,782</b>	<b>684,194</b>	<b>15%</b>
<b>General Fund Subsidy</b>	<b>3,861,975</b>	<b>4,423,588</b>	<b>5,107,782</b>	<b>684,194</b>	<b>15%</b>
FTE's	<b>24.00</b>	<b>24.00</b>	<b>26.00</b>	<b>2.00</b>	<b>8%</b>

**Budget Analysis:**

Expenditures increase \$684,194 (15%). General Fund subsidy increases \$684,194 (15%).

Personnel Services increase due to salaries, retirement costs and health benefits, reorganization activities which include the transfer of 3.00 FTE support staff from the Support Services Administration Organizational Unit (100-3510), and the addition of 1.00 FTE Chief Human Resources Officer position which is offset by the elimination of 1.00 FTE Assistant Director of Support Services. In addition, a number of positions have been reclassified at higher level of pay and 2.00 FTE have been eliminated as part of a hiring freeze.

Materials & Services expenditure increase primarily due to reorganization activities that moved \$46,000 from Support Services Administration Budget (100-3510), the transfer of Non-Departmental funding to this organization unit for Tri-Met and United Way and legal services associated with scheduled union negotiations.

Information Technology Services Division manages and maintains the end user technology environment, business applications, internet and intranet technologies, County websites and GIS functions. Key efforts include project management, information security, migration to the cloud, remote work, improved self-service, and greater access to data and services from anywhere.

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 Land, Spatial, and Digital (100-352515)**: This program accounts for the cost of Internet and Intranet technologies such as County websites, land-oriented technologies including permitting and taxation, and engineering and geographic information (mapping) related systems and services.
3. **ITS Enterprise Application and Engineering (100-352520)**: This program is responsible for ongoing maintenance, support, and subscriptions of line-of-business applications and enterprise tools in departments throughout the County. Funding in this area is used to ensure County application systems remain stable, supported, compliant, and subscriptions remain active.
4. **ITS Maintenance Client Services (100-352525)**: This program accounts for the operating costs, maintenance and lifecycles of client supported software and computer hardware for all County employees.
5. **ITS Office of the Chief Information Officer (CIO) (100-352535)**: This program accounts for the cost associated with items of significance to all programs within ITS. Programs of significance include resources related to managing services, project management, security, and compliance.
6. **ITS Infrastructure Services (100-352545)**: This program accounts for the ongoing cost of supporting the network, server, virtualization, cloud and voice infrastructure needed to support all other digital functions for ITS and the County.

# Information Technology Services 100-3525

# Budget Detail

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
ITS Operations	\$ 14,516,163	14,390,041	14,674,187	284,146	2%
ITS Land, Spatial, and Digital	1,398,723	1,398,723	1,543,871	145,148	10%
ITS Enterprise Application and Engineering	2,591,527	2,591,527	2,624,525	32,998	1%
ITS Maintenance Client Services	595,682	595,682	248,500	(347,182)	-58%
ITS Office of the Chief Information Officer (CIO)	329,450	329,450	371,390	41,940	13%
ITS Infrastructure Services	2,791,800	2,791,800	3,412,700	620,900	22%
<b>Total</b>	<b>22,223,345</b>	<b>22,097,223</b>	<b>22,875,173</b>	<b>777,950</b>	<b>4%</b>
<b>by category</b>					
Interdepartmental	1,036,645	1,036,645	1,076,688	40,043	4%
<b>Total Revenues</b>	<b>1,036,645</b>	<b>1,036,645</b>	<b>1,076,688</b>	<b>40,043</b>	<b>4%</b>
Personnel Services	14,333,998	14,207,876	14,498,532	290,656	2%
Materials & Services	7,809,065	7,809,065	8,376,641	567,576	7%
Interdepartmental	80,282	80,282	-	(80,282)	-100%
<b>Total Expenditures</b>	<b>22,223,345</b>	<b>22,097,223</b>	<b>22,875,173</b>	<b>777,950</b>	<b>4%</b>
<b>General Fund Subsidy</b>	<b>21,186,700</b>	<b>21,060,578</b>	<b>21,798,485</b>	<b>737,907</b>	<b>4%</b>
<b>FTE's</b>	<b>85.75</b>	<b>84.75</b>	<b>82.75</b>	<b>(2.00)</b>	<b>-2%</b>

### **Budget Analysis:**

Revenues increase \$40,043 (4%). Expenditures increase \$777,950 (4%). General Fund subsidy increases \$737,907 (4%).

Revenues increase due to the interdepartmental transfer from Land Use and Transportation (LUT). Information Technology Services (ITS) employs roughly 7.00 FTE who are primarily dedicated to LUT initiatives and projects.

Personnel Services expenditures increase due to salaries, retirement costs, and health benefits and are offset by 2.00 FTE that are eliminated due to the hiring freeze.

Materials & Services expenditures increase due to software licenses, computer hardware and software, and communication services. These increases are partially offset by decreases to contracted professional services.

Interdepartmental decreases as a result of a onetime transfer in fiscal year 2021-22 for the Sheriff's Office Toughbook replacements.

Procurement (formerly known as "Purchasing Services") coordinates and supports the competitive purchasing of materials and services. Procurement Services is dedicated to excellence in public purchasing services that provide consistent customer satisfaction and preservation of the public trust by developing and maintaining fair and ethical competitive procurement practices.

1. **Procurement Services (100-353005):** Responsible for fair and equitable contracting practices; management of current solicitation opportunities such as requests for quotes, invitations to bid and requests for proposals; training department staff; reviewing contracts and administering purchasing/contracting policies and procedures; and 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 record keeping.

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
Procurement Services	\$ 720,588	846,710	807,591	(39,119)	-5%
Personal Property Disposition	2,050	2,050	2,050	-	0%
<b>Total</b>	<b>722,638</b>	<b>848,760</b>	<b>809,641</b>	<b>(39,119)</b>	<b>-5%</b>
<b>by category</b>					
Miscellaneous	10,000	10,000	10,000	-	0%
<b>Total Revenues</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>-</b>	<b>0%</b>
Personnel Services	639,438	765,560	720,034	(45,526)	-6%
Materials & Services	82,950	82,950	89,357	6,407	8%
Other	250	250	250	-	0%
<b>Total Expenditures</b>	<b>722,638</b>	<b>848,760</b>	<b>809,641</b>	<b>(39,119)</b>	<b>-5%</b>
<b>General Fund Subsidy</b>	<b>712,638</b>	<b>838,760</b>	<b>799,641</b>	<b>(39,119)</b>	<b>-5%</b>
<b>FTE's</b>	<b>5.00</b>	<b>6.00</b>	<b>5.00</b>	<b>(1.00)</b>	<b>-17%</b>

**Budget Analysis:**

Expenditures decrease \$39,119 (5%). General Fund subsidy decreases \$39,119 (5%).

Personnel Services decrease due to the net impact of the fiscal year 2021-22 transfer of a Buyer II position from the Information Technology Services organizational unit (100-3525), the elimination of a Senior Procurement Analyst related to the hiring freeze, which are offset by increases in salaries, retirement costs and health benefits.

Materials & Services expenditure increase due to reorganization activities which transferred Mail Messenger Internal Services costs from the Support Service Administration budget (100-3510). Dues and Membership expenditures increase due to added staff and the need for memberships in more organizations, particularly culturally specific organizations.



# Facilities Management 100-3535

# Budget Detail

The Facilities Division operates, maintains, and repairs of County-owned and leased facilities and properties consisting of 1.75 million square feet of building space with associated grounds and landscape. The work of the division is accomplished with a blended complement 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 personnel costs such as training, travel, uniforms, etc.
3. **Real Property Maintenance** (100-353526): Includes financial activities related to maintenance of County-owned real property including foreclosed, timber, right of way, and purchased property.

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
Facilities Maintenance	\$ 9,148,201	9,148,201	9,078,875	(69,326)	-1%
Facilities Operations	7,363,020	7,363,020	7,631,649	268,629	4%
Real Property Maintenance	65,221	65,221	163,500	98,279	151%
<b>Total</b>	<b>16,576,442</b>	<b>16,576,442</b>	<b>16,874,024</b>	<b>297,582</b>	<b>2%</b>
<b>by category</b>					
Interdepartmental	8,000	8,000	8,000	-	0%
Miscellaneous	198,315	198,315	333,094	134,779	68%
<b>Total Revenues</b>	<b>206,315</b>	<b>206,315</b>	<b>341,094</b>	<b>134,779</b>	<b>65%</b>
Personnel Services	6,863,454	6,863,454	7,381,814	518,360	8%
Materials & Services	9,667,069	9,667,069	9,486,402	(180,667)	-2%
Other	4,645	4,645	5,008	363	8%
Interdepartmental	1,274	1,274	800	(474)	-37%
Capital Outlay	40,000	40,000	-	(40,000)	-100%
<b>Total Expenditures</b>	<b>16,576,442</b>	<b>16,576,442</b>	<b>16,874,024</b>	<b>297,582</b>	<b>2%</b>
<b>General Fund Subsidy</b>	<b>16,370,127</b>	<b>16,370,127</b>	<b>16,532,930</b>	<b>162,803</b>	<b>1%</b>
<b>FTE's</b>	<b>52.60</b>	<b>54.60</b>	<b>52.60</b>	<b>(2.00)</b>	<b>-4%</b>

**Budget Analysis:**

Revenues increase \$134,779 (65%). Expenditures increase \$297,582 (2%). General Fund subsidy increases \$162,803 (1%).

Revenues increase due to the sale of real property. The County has been reviewing its property assets and is identifying those that are good candidates for auction or sale.

Personnel Services expenditures increase due to salaries, retirement costs, and health benefits, the addition of 2.00 FTE to assist with the daily maintenance needs of newly added County facilities and property for which dedicated funding is anticipated to support.

Materials and Services expenditures decrease slightly. Capital Outlay expenditures increase due a box truck for easy loading of supplies, equipment, and entrance mats, and for transporting an automated floor scrubbing machine.

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

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

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
Risk Management	\$ 1,137,169	1,137,169	1,203,112	65,943	6%
<b>Total</b>	<b>1,137,169</b>	<b>1,137,169</b>	<b>1,203,112</b>	<b>65,943</b>	<b>6%</b>
<b>by category</b>					
<b>Total Revenues</b>	-	-	-	-	-%
Personnel Services	1,109,819	1,109,819	1,161,569	51,750	5%
Materials & Services	25,350	25,350	39,543	14,193	56%
Interdepartmental	2,000	2,000	2,000	-	-%
<b>Total Expenditures</b>	<b>1,137,169</b>	<b>1,137,169</b>	<b>1,203,112</b>	<b>65,943</b>	<b>6%</b>
<b>General Fund Subsidy</b>	<b>1,137,169</b>	<b>1,137,169</b>	<b>1,203,112</b>	<b>65,943</b>	<b>6%</b>
FTE's	7.00	7.00	7.00	-	-%

**Budget Analysis:**

Expenditures increase \$65,943 (6%). General Fund subsidy increases \$65,943 (6%).

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

Materials & Services increase primarily due to reorganization activities which have moved approximately \$14,000 from the Support Service Administration budget (100-3510) to this budget.

This Organization is responsible for tracking internal and external COVID-19 response revenue and expenditures including the Corona Virus Aid, Relief, and Economic Security Act (CRF) in April 2020, other Federal and State funds, and other funding sources for COVID-19 response. The CRF funds have been fully expended as of June 30, 2021, and there will be no additional funds coming to the County. For Fiscal Year 2022-23 we will have two primary sources of funding from the American Rescue Plan Act (ARPA), namely the State and Local Fiscal Recovery Fund (SLFRF) and the Emergency Rental Assistance Program 2.0 (ERA2) that will be used for covid-19 response throughout the county.

1. **COVID-19 Continued Response (155-164520)**: This program is responsible for tracking all unfunded County COVID response that may be eligible for future funding.
2. **US Treasury ARPA - COVID-19 Cat A Necessary Eligible Expenditures (155-164521)**: This program tracks the expenditures related to the State and Local Fiscal Recovery fund provided through the American Rescue Plan Act (ARPA) distributed through US Department of the Treasury. This is a covid-19 response and recovery assistance award.
3. **FEMA COVID-19 Continued Response (155-164525)**: This program is intended to cover known FEMA COVID eligible costs to ensure we capture all costs that are eligible for FEMA reimbursement.
4. **OHA FAA COVID-19 Response (155-164530)**: Administers funds distributed by the Oregon Health Authority (OHA) Financial Assistance Award (FAA) to the County Public Health Division to assist with COVID-19 response expenditures. We do not have any additional covid-19 response funding from OHA for Fiscal year 2022-23 and the amounts are expected to be fully expended by 6-30-2022.
5. **OHA COVID-19 Vaccine Equity Plan Program (155-164531)**: This program tracks the Equity Plan Grant from the Oregon Department of Administrative Services for vaccine equity work. This has been fully expended as of 12-31-2021.
6. **US Treasury COVID-19 Emergency Rental Assistance (155-164535)**: This program tracks revenue and expenditures related to the Federal appropriations act for Emergency Rental Assistance Program 1.0 for individuals. The program pays up to 12 months of rent and home energy utilities for individuals who are at or below the 80% median area poverty level as published by HUD. This grant will be fully expended by 6-30-2022.
7. **US Treasury COVID-19 Emergency Rental Assistance 2.0 ARPA (155-164536)**: This program captures all the costs for the Emergency Rental Assistance Program 2.0 distributed through US Department of the Treasury from the American Rescue Plan Act (ARPA). Funds are used to provide household rental and utility assistance during the Covid-19 pandemic.

COVID-19 Response and Recovery 155-1645

Budget Detail

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
COVID-19 Continued Response	\$ 41,892,279	5,257,943	-	(5,257,943)	-100%
US Treasury ARPA - COVID-19 Cat A Necessary Eligible Expenditures	-	57,659,606	35,191,579	(22,468,027)	-39%
FEMA COVID-19 Continued Response	-	6,371,880	-	(6,371,880)	-100%
OHA FAA COVID-19 Response	-	3,589,053	-	(3,589,053)	-100%
OHA COVID-19 Vaccine Equity Plan Program	-	1,656,830	-	(1,656,830)	-100%
US Treasury COVID-19 Emergency Rental Assistance	8,040,041	24,173,811	-	(24,173,811)	-100%
US Treasury COVID-19 Emergency Rental Assistance 2.0 ARPA	-	874,125	11,753,100	10,878,975	1,245%
<b>Total</b>	<b>49,932,320</b>	<b>99,583,248</b>	<b>46,944,679</b>	<b>(52,638,569)</b>	<b>-53%</b>
<b>by category</b>					
Intergovernmental	49,932,320	96,873,558	46,944,679	(49,928,879)	-52%
Operating Transfers In	-	2,709,690	-	(2,709,690)	-100%
<b>Total Revenues</b>	<b>49,932,320</b>	<b>99,583,248</b>	<b>46,944,679</b>	<b>(52,638,569)</b>	<b>-53%</b>
Personnel Services	12,117,464	31,785,476	10,356,914	(21,428,562)	-67%
Materials & Services	26,623,043	43,523,961	25,416,565	(18,107,396)	-42%
Other	9,691,813	22,773,811	11,171,200	(11,602,611)	-51%
Operating Transfers Out	1,500,000	1,500,000	-	(1,500,000)	-100%
<b>subtotal</b>	<b>49,932,320</b>	<b>99,583,248</b>	<b>46,944,679</b>	<b>(52,638,569)</b>	<b>-53%</b>
Contingency	-	-	-	-	0%
<b>Total Expenditures</b>	<b>49,932,320</b>	<b>99,583,248</b>	<b>46,944,679</b>	<b>(52,638,569)</b>	<b>-53%</b>
<b>Revenues under Expenditures</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-%</b>
Beginning Fund Balance	-	-	-	-	-%
<b>Ending Fund Balance</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>FTE's</b>	<b>51.00</b>	<b>51.10</b>	<b>76.75</b>	<b>25.65</b>	<b>50%</b>

**Budget Analysis:**

Revenues decrease \$52,638,569 (53%). Expenditures decrease \$99,583,248 (100%).

The ongoing public health emergency due to the novel Coronavirus-19 has continued to evolve since its onset in March of 2020. There have been a number of grant awards from the Federal Government and from the State of Oregon that are dedicated to COVID-19 response and recovery.

Revenue has been granted to Washington County from:

The US Department of the Treasury the Coronavirus Relief Fund (CRF) from the Corona Virus Aid, Relief, and Economic Security (CARES) Act from Fiscal Year 2019-20 and the Emergency Rental Assistance Program 1.0 (ERA1) from the Consolidated Appropriations Act in Fiscal Year 2020-21.

The Oregon Health Authority and Oregon Department of Administrative Services awarded funds dedicated to COVID-19 response and recovery. The American Rescue Plan Act (ARPA) provided funds via the State and Local Fiscal Recovery Fund (SLFRF) and the Emergency Rental Assistance Program 2.0 (ERA2). This budget contains revenue anticipated from both the ERA2 and the Tranche 1 allocation from ARPA.

The Federal government plan is to distribute all of the ARPA funds in two Tranches. The second tranche is anticipated to be received by the County in May of 2022. The Board of County Commissioners will allocate the second tranche after it is received, and a future supplemental budget will be completed to appropriate the funds. Both Tranches of funding are available to be obligated through the end of 2024 and spent by the end of 2026.

# Fleet Services 500-3540

# Budget Detail

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

- Fleet Services (500-354005):** Fleet Services 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	
	2021-22	2021-22	2022-23	\$	%
Fleet Services	\$ 6,044,901	6,044,901	6,930,696	885,795	15%
<b>Total</b>	<b>6,044,901</b>	<b>6,044,901</b>	<b>6,930,696</b>	<b>885,795</b>	<b>15%</b>
<b>by category</b>					
Charges for Services	5,335,750	5,335,750	6,440,250	1,104,500	21%
Interdepartmental	250,000	250,000	155,000	(95,000)	-38%
Miscellaneous	365	365	665	300	82%
<b>Total Revenues</b>	<b>5,586,115</b>	<b>5,586,115</b>	<b>6,595,915</b>	<b>1,009,800</b>	<b>18%</b>
Personnel Services	2,597,647	2,597,647	2,613,946	16,299	1%
Materials & Services	2,382,180	2,382,180	2,930,314	548,134	23%
Interdepartmental	553,894	553,894	935,331	381,437	69%
<b>subtotal</b>	<b>5,533,721</b>	<b>5,533,721</b>	<b>6,479,591</b>	<b>945,870</b>	<b>17%</b>
Contingency	511,180	511,180	451,105	(60,075)	-12%
<b>Total Expenditures</b>	<b>6,044,901</b>	<b>6,044,901</b>	<b>6,930,696</b>	<b>885,795</b>	<b>15%</b>
<b>Revenues under Expenditures</b>	<b>(458,786)</b>	<b>(458,786)</b>	<b>(334,781)</b>	<b>124,005</b>	<b>-27%</b>
Beginning Fund Balance	458,786	458,786	334,781	(124,005)	-27%
<b>Ending Fund Balance</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>FTE's</b>	<b>21.00</b>	<b>21.00</b>	<b>20.00</b>	<b>(1.00)</b>	<b>-5%</b>

**Budget Analysis:**

Revenues increase \$1,009,800 (18%). Expenditures, excluding Contingency, increase \$945,870 (17%). Contingency decreases \$60,075 (12%). Beginning fund balance decreases \$124,005 (27%).

Fleet Services is funded by fees charged to departments and other agencies. Rates are established each fiscal year to provide sufficient funding for operations and to maintain an adequate fund balance.

Personnel Services expenditures increase due to salaries, retirement costs, and health benefits. A 1.00 FTE Fleet Acquisition Analyst position was eliminated.

Materials and Services expenditures increase primarily due to rising fuel costs. Recent experience show that fuel costs are up significantly over fiscal year 2020-21. World events and global economies are impacting fuel prices and creating supply chain issues.

Interfund Expenses increase due to a 55% increase in the County Cost Allocation Plan, and a request for a new \$150,000 Fleet Asset Management database. The latter is offset by a revenue transfer from the Fleet Capital Fund.

Contingency decreases as funds are allocated fuel. A healthy contingency amount is approximately one month of expenditures. This Contingency amount is adequate to support operations and maintain a healthy fund balance.



# Mail and Print Services 516-3545

# Budget Detail

Mail and Print 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. **Mail and Print Services Contingency (516-354505):** Accounts for the Contingency and interest earnings for the entire Mail and Print 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	
	2021-22	2021-22	2022-23	\$	%
Mail and Print Services Contingency	\$ 262,887	262,887	378,021	115,134	44%
Mail Messenger	1,221,761	1,221,761	1,247,172	25,411	2%
Printing and Copiers	551,302	551,302	520,092	(31,210)	-6%
<b>Total</b>	<b>2,035,950</b>	<b>2,035,950</b>	<b>2,145,285</b>	<b>109,335</b>	<b>5%</b>
<b>by category</b>					
Charges for Services	1,590,370	1,590,370	1,617,471	27,101	2%
Miscellaneous	180,000	180,000	180,000	-	0%
<b>Total Revenues</b>	<b>1,770,370</b>	<b>1,770,370</b>	<b>1,797,471</b>	<b>27,101</b>	<b>2%</b>
Personnel Services	617,658	617,658	663,518	45,860	7%
Materials & Services	797,929	797,929	765,489	(32,440)	-4%
Interdepartmental	282,476	282,476	268,257	(14,219)	-5%
Capital Outlay	75,000	75,000	70,000	(5,000)	-7%
<b>subtotal</b>	<b>1,773,063</b>	<b>1,773,063</b>	<b>1,767,264</b>	<b>(5,799)</b>	<b>0%</b>
Contingency	262,887	262,887	378,021	115,134	44%
<b>Total Expenditures</b>	<b>2,035,950</b>	<b>2,035,950</b>	<b>2,145,285</b>	<b>109,335</b>	<b>5%</b>
<b>Revenues under expenditures</b>	<b>(265,580)</b>	<b>(265,580)</b>	<b>(347,814)</b>	<b>(82,234)</b>	<b>31%</b>
Beginning Fund Balance	265,580	265,580	347,814	82,234	31%
<b>Ending Fund Balance</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>FTE's</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>	<b>-</b>	<b>0%</b>

**Budget Analysis:**

Revenues increase \$27,101 (2%). Contingency increases \$115,134 (44%). Beginning fund balance increases \$82,234 (31%).

As a result of more staff working from home, revenues decrease related to paper use in copiers and printing. However, revenues for the Mail Messenger program required a rate increase to cover the increasing cost of providing this service.

Expenditures, not including contingency remain flat primarily in areas related to declining printing and copying demands because of the COVID-19 pandemic. More remote workers utilized less paper, copier supplies, postage, and less outsourced printing. Materials and Services expenditures decrease primarily due to less printing and copying demands.

Contingency represents resources available for unforeseeable expenditures and future equipment replacements and is adequate for these purposes.

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# Public Safety & Justice

Sheriff's Office Administration .....	100-4010
Law Enforcement .....	100-4020
Jail .....	100-4030
Jail Health Care .....	100-4035
District Attorney .....	100-4510
Juvenile .....	100-5010
Juvenile Administration .....	100-5030
Justice Court .....	100-8010
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District Patrol .....	182-4020
Sheriff's Contract Services .....	186-4060
Community Corrections .....	188-5510
Juvenile Grants .....	196-5040
Juvenile Conciliation Services .....	197-5020
Court Security .....	202-4040
Grants & Donations .....	224-4050
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Juvenile High Risk Prevention Funds .....	228-5050
Local Option Levy Administration .....	234-1690
Local Option Levy Sheriff's Administration .....	234-4010
Local Option Levy Law Enforcement .....	234-4020
Local Option Levy Jail .....	234-4030
Local Option Levy District Attorney .....	234-4510
Local Option Levy Juvenile .....	234-5010
Local Option Levy Community Corrections .....	234-5515
Civil Forfeitures .....	238-4090

# PUBLIC SAFETY & JUSTICE

# BUDGET OVERVIEW

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

Organization Unit	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
LOL Administration	\$ 16,248,684	16,423,684	14,022,454	(2,401,230)	-15%
<b>subtotal - Administration</b>	<b>16,248,684</b>	<b>16,423,684</b>	<b>14,022,454</b>	<b>(2,401,230)</b>	<b>-15%</b>
Sheriff's Office Administration	6,624,826	6,624,826	7,100,478	475,652	7%
Law Enforcement	28,536,343	28,536,343	28,433,931	(102,412)	0%
Jail	32,616,781	32,616,781	33,781,986	1,165,205	4%
Jail Health Care	6,157,056	6,757,056	7,385,831	628,775	9%
District Patrol	33,955,605	33,955,605	34,205,165	249,560	1%
Sheriff's Contract Services	860,151	860,151	760,151	(100,000)	-12%
Court Security	1,495,879	1,495,879	1,841,186	345,307	23%
Grants & Donations	1,430,562	1,430,562	1,408,303	(22,259)	-2%
Jail Commissary	1,300,206	1,300,206	1,420,583	120,377	9%
LOL Sheriff's Administration	3,467,275	3,467,275	3,648,973	181,698	5%
LOL Law Enforcement	14,749,335	14,749,335	14,808,887	59,552	0%
LOL Jail	3,833,745	3,833,745	4,665,470	831,725	22%
Civil Forfeitures	532,288	532,288	618,334	86,046	16%
<b>subtotal - Sherriff's Office</b>	<b>135,560,052</b>	<b>136,160,052</b>	<b>140,079,278</b>	<b>3,919,226</b>	<b>3%</b>
District Attorney	16,539,039	16,539,039	18,623,055	2,084,016	13%
LOL District Attorney	4,436,623	4,436,623	4,902,507	465,884	11%
<b>subtotal - District Attorney</b>	<b>20,975,662</b>	<b>20,975,662</b>	<b>23,525,562</b>	<b>2,549,900</b>	<b>12%</b>
Juvenile	8,013,421	8,013,421	8,078,612	65,191	1%
Juvenile Administration	1,940,299	1,940,299	2,077,836	137,537	7%
Juvenile Grants	780,767	900,813	980,581	79,768	9%
Juvenile Conciliation Services	648,452	669,543	657,198	(12,345)	-2%
Juvenile High Risk Prevention Funds	3,256,546	3,684,234	3,530,918	(153,316)	-4%
LOL Juvenile	2,110,860	2,110,860	2,198,760	87,900	4%
<b>subtotal - Juvenile</b>	<b>16,750,345</b>	<b>17,319,170</b>	<b>17,523,905</b>	<b>204,735</b>	<b>1%</b>
Community Corrections	21,497,910	22,754,666	23,170,455	415,789	2%
LOL Community Corrections	5,749,225	5,749,225	6,093,062	343,837	6%
<b>subtotal - Community Corrections</b>	<b>27,247,135</b>	<b>28,503,891</b>	<b>29,263,517</b>	<b>759,626</b>	<b>3%</b>
Justice Court	1,165,942	1,165,942	1,165,609	(333)	0%
Law Library	1,002,865	1,002,865	935,609	(67,256)	-7%
<b>subtotal - Other</b>	<b>2,168,807</b>	<b>2,168,807</b>	<b>2,101,218</b>	<b>(67,589)</b>	<b>-3%</b>
<b>Totals</b>	<b>218,950,685</b>	<b>221,551,266</b>	<b>226,515,934</b>	<b>4,964,668</b>	<b>2%</b>
General Fund	101,593,707	102,193,707	106,647,338	4,453,631	4%
Special Funds	117,356,978	119,357,559	119,868,596	511,037	0%
<b>Totals \$</b>	<b>218,950,685</b>	<b>221,551,266</b>	<b>226,515,934</b>	<b>4,964,668</b>	<b>2%</b>
<b>FTE's</b>	<b>998.80</b>	<b>1,003.00</b>	<b>984.25</b>	<b>(18.75)</b>	<b>-2%</b>

# PUBLIC SAFETY & JUSTICE

# BUDGET OVERVIEW

Category Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
Taxes	\$ 33,455,891	33,455,891	33,467,012	11,121	0%
Licenses & Permits	661,200	661,200	761,200	100,000	15%
Intergovernmental	23,345,421	25,388,394	26,274,263	885,869	3%
Charges for Services	5,545,352	5,545,352	4,897,393	(647,959)	-12%
Fines & Forfeitures	1,470,500	1,470,500	1,415,500	(55,000)	-4%
Interdepartmental	4,191,168	37,640,273	4,368,926	(33,271,347)	-88%
Miscellaneous	35,829,177	2,380,072	36,014,958	33,634,886	1,413%
Operating Transfers In	5,064,428	4,847,036	5,529,775	682,739	14%
<b>Total Revenues</b>	<b>109,563,137</b>	<b>111,388,718</b>	<b>112,729,027</b>	<b>1,340,309</b>	<b>1%</b>
Personnel Services	148,571,751	149,561,267	155,013,428	5,452,161	4%
Materials & Services	28,515,644	29,624,111	29,213,413	(410,698)	-1%
Other	3,305,729	3,305,729	3,375,911	70,182	2%
Interdepartmental	19,920,462	20,248,060	22,145,967	1,897,907	9%
Operating Transfers Out	1,262,700	1,437,700	407,018	(1,030,682)	-72%
Capital Outlay	924,856	924,856	1,025,446	100,590	11%
<b>subtotal</b>	<b>202,501,142</b>	<b>205,101,723</b>	<b>211,181,183</b>	<b>6,079,460</b>	<b>3%</b>
Contingency	16,449,543	16,449,543	15,334,751	(1,114,792)	-7%
<b>Total Expenditures</b>	<b>218,950,685</b>	<b>221,551,266</b>	<b>226,515,934</b>	<b>4,964,668</b>	<b>2%</b>
Revenues under expenditures	(109,387,548)	(110,162,548)	(113,786,907)	(3,624,359)	3%
General Fund Subsidy	86,677,469	87,277,469	90,836,923	3,559,454	4%
Special Funds Beginning Balances	22,710,079	22,885,079	22,949,984	64,905	0%
<b>Ending Fund Balances \$</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	

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

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

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
Sheriff's Office Executive Administration	\$ 1,804,406	1,804,406	1,913,527	109,121	6%
Business Support Services	1,468,706	1,468,706	1,572,747	104,041	7%
Training	1,817,885	1,817,885	1,855,127	37,242	2%
Law Enforcement Technology	685,860	685,860	823,531	137,671	20%
Professional Standards	847,969	847,969	935,546	87,577	10%
<b>Total</b>	<b>6,624,826</b>	<b>6,624,826</b>	<b>7,100,478</b>	<b>475,652</b>	<b>7%</b>
<b>by category</b>					
Interdepartmental	55,137	55,137	56,570	1,433	3%
Miscellaneous	465,919	465,919	492,194	26,275	6%
<b>Total Revenues</b>	<b>521,056</b>	<b>521,056</b>	<b>548,764</b>	<b>27,708</b>	<b>5%</b>
Personnel Services	5,680,994	5,680,994	6,159,509	478,515	8%
Materials & Services	828,750	828,750	810,996	(17,754)	-2%
Other	30,024	30,024	30,321	297	1%
Interdepartmental	42,058	42,058	59,652	17,594	42%
Capital Outlay	43,000	43,000	40,000	(3,000)	-7%
<b>Total Expenditures</b>	<b>6,624,826</b>	<b>6,624,826</b>	<b>7,100,478</b>	<b>475,652</b>	<b>7%</b>
<b>General Fund Subsidy</b>	<b>6,103,770</b>	<b>6,103,770</b>	<b>6,551,714</b>	<b>447,944</b>	<b>7%</b>
<b>FTE's</b>	<b>35.00</b>	<b>35.00</b>	<b>35.25</b>	<b>0.25</b>	<b>1%</b>

**Budget Analysis:**

Revenues increase \$27,708 (5%). Expenditures increase \$475,652 (7%). General Fund subsidy increases \$447,944 (7%).

Miscellaneous Revenues increase due to revenue received from city contracts for law enforcement staff and for overhead costs. Intradepartmental revenues increase due primarily to salary, retirement costs and health benefits for a 0.50 full-time equivalent administrative support position supported by Community Corrections.

Personnel Services increase due primarily to salaries, retirement costs, and health benefits while staffing levels remain flat. There is a 0.25 FTE included in this budget that is wholly offset by a reclassification of an existing position in fiscal year 2021-22.

Materials & Services remain relatively flat to meet the General Fund target. This budget includes funds for professional services to accommodate in-house trainers, strategic planning, consulting, and counseling fees.

Interdepartmental expenditures increase due to the County Cost Allocation Plan related to legal services. Other expenditures reflect the distribution of costs associated to the Washington County Consolidated Communications Agency. Capital Outlay decreases in requested funding for capital needs at the Public Safety Training Center.



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

1. **Patrol Operations** (100-402005): Provides traffic enforcement and accident investigation services; responds to citizen generated calls for service; patrol county roads, neighborhoods and businesses to prevent criminal activity. Includes contracted city law enforcement services.
2. **Investigations** (100-402010): Investigates crimes and criminal organizations related to Washington County by utilizing both traditional and undercover investigative methodologies. Investigations are conducted internally and through participation on interagency teams/task forces; investigators perform crime analysis and case management functions. The division also provides countywide services with regard to narcotics enforcement, gang activity suppression, criminal intelligence, auto theft enforcement, sex offender registration, child abuse and violent crimes.
3. **Records** (100-402015): Collects, maintains, distributes and stores criminal and jail records; accepts citizen crime reports over the phone; collects fees for service from the public; processes inmate bail and processes warrants.
4. **Public Affairs** (100-402020): Communicates and promotes the values and mission of the agency with its various stakeholders. Responsible for all media relations and strategic communication. Represents the Sheriff's Office at various community events, groups and organizations. Regularly assesses the agency's communications needs and provides community based public safety education through a variety of communication channels. The unit works closely with patrol deputies to address neighborhood livability issues, nuisance properties and provides citizens aged 65 and older with assistance in reducing incidence and fear of criminal victimization.
5. **Civil** (100-402030): Processes and services protective orders and subpoenas. Enforces eviction orders, restraining orders, child custody orders and orders to seize and sell property. Responds to abandoned vehicle complaints.
6. **Permits** (100-402035): Administers the County alarm ordinance by processing alarm permit applications, tracks alarm incidents and regulates false alarm actions. Processes state mandated concealed handgun applications and licenses and provides fingerprint services to the public.
7. **Forensics** (100-402040): Provides collection and analysis of forensic evidence from crime scenes.
8. **Evidence** (100-402045): Provides logging, tracking, and disposition of evidence inventory related to criminal cases.
9. **Sheriff's Office Services Administration** (100-402050): Provides management and administrative support for direct services programs; coordinates Sheriff's Office volunteer program; and administers the tow contract program.

Law Enforcement 100-4020

Budget Detail

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
Patrol Operations	\$ 13,813,124	13,813,124	13,253,154	(559,970)	-4%
Investigations	7,791,445	7,791,445	7,947,804	156,359	2%
Records	2,146,358	2,146,358	2,240,211	93,853	4%
Public Affairs	1,148,644	1,148,644	1,195,986	47,342	4%
Civil	1,493,405	1,493,405	1,533,193	39,788	3%
Permits	524,197	524,197	547,745	23,548	4%
Forensics	506,077	506,077	513,161	7,084	1%
Evidence	531,369	531,369	587,958	56,589	11%
Sheriff's Office Services Administration	581,724	581,724	614,719	32,995	6%
<b>Total</b>	<b>28,536,343</b>	<b>28,536,343</b>	<b>28,433,931</b>	<b>(102,412)</b>	<b>0%</b>
<b>by category</b>					
Licenses & Permits	630,000	630,000	730,000	100,000	16%
Intergovernmental	138,274	138,274	155,964	17,690	13%
Charges for Services	3,454,768	3,454,768	3,581,014	126,246	4%
Interdepartmental	120,282	120,282	55,660	(64,622)	-54%
Miscellaneous	340,470	340,470	353,329	12,859	4%
<b>Total Revenues</b>	<b>4,683,794</b>	<b>4,683,794</b>	<b>4,875,967</b>	<b>192,173</b>	<b>4%</b>
Personnel Services	24,225,797	24,225,797	25,211,117	985,320	4%
Materials & Services	3,057,844	3,057,844	2,233,946	(823,898)	-27%
Other	956,702	956,702	958,868	2,166	0%
Capital Outlay	296,000	296,000	30,000	(266,000)	-90%
<b>Total Expenditures</b>	<b>28,536,343</b>	<b>28,536,343</b>	<b>28,433,931</b>	<b>(102,412)</b>	<b>0%</b>
<b>General Fund Subsidy \$</b>	<b>23,852,549</b>	<b>23,852,549</b>	<b>23,557,964</b>	<b>(294,585)</b>	<b>-1%</b>
<b>FTE's</b>	<b>153.40</b>	<b>153.40</b>	<b>151.40</b>	<b>(2.00)</b>	<b>-1%</b>

**Budget Analysis:**

Revenues increase \$192,173 (4%). General Fund subsidy decreases \$294,585 (1%).

Revenues increase at the organization level. Charges for Services increase due to revenue from city contracts for law enforcement services. The contracts are not finalized therefore this budget was calculated on past usage and actual revenues received in previous fiscal years. COVID-19 impacted revenues related to alarm permits, Sheriff's fees, and fingerprint fees in previous fiscal years, but increase this fiscal year with operations normalizing in Licenses & Permits. Intradepartmental revenue decreases with the reduction of the one-time need for GETAC computer procurement from Information Technology Services. A new Revenue in this category is support provided by the County Fair for law enforcement services provided during the event. Intergovernmental revenue increases primarily due to salary, retirement costs and health benefits for a 0.50 full-time equivalent support by Victims of Crime Act (VOCA).

Miscellaneous revenue increases due to salary, retirement costs and health benefits for a 2.00 FTE motor carrier officers supported by Land Use & Transportation.

The 2020 Census data reduced the fiscal year 2021-22 forecasted population estimates for county-wide unincorporated population from 272,213 to 243,474; a reduction of nearly 29,000 in population. In order to balance the ratios appropriately with the population, Personnel Services would need to increase by 3.00 FTE deputies to support service-level goals of 0.36 (General Fund supported) officers per thousand residents serving both urban and rural unincorporated areas across Washington County. However, in order to meet the General Fund target, the new FTE are not currently budgeted.

Materials & Services remain flat to meet the General Fund target. This request includes support for abandoned tow reimbursements as well as the automated recruiting software that is significantly improving the Recruiting Team's ability to contact and manage potential recruits. The previous fiscal year budget included a reduction for professional services, recruitment promotional efforts, travel related to specialized training, and education, those reductions have not been reinstated with this budget.

Fleet operations and maintenance costs increase over last year. Other expenditures reflect the distribution of costs associated to the Washington County Consolidated Communications Agency. Capital Outlay decreases with a reduction in capital vehicle replacements and includes a request for capital equipment requirements.

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

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

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
Jail Administration	\$ 1,585,411	1,585,411	1,615,409	29,998	2%
Jail Housing / Security	18,467,777	18,467,777	18,804,326	336,549	2%
Jail Intake and Release	12,563,593	12,563,593	13,362,251	798,658	6%
<b>Total</b>	<b>32,616,781</b>	<b>32,616,781</b>	<b>33,781,986</b>	<b>1,165,205</b>	<b>4%</b>
<b>by category</b>					
Intergovernmental	130,000	130,000	250,000	120,000	92%
Charges for Services	34,000	34,000	33,450	(550)	-2%
Interdepartmental	3,367,270	3,367,270	3,521,987	154,717	5%
Miscellaneous	95,200	95,200	125,000	29,800	31%
<b>Total Revenues</b>	<b>3,626,470</b>	<b>3,626,470</b>	<b>3,930,437</b>	<b>303,967</b>	<b>8%</b>
Personnel Services	30,011,526	30,011,526	31,136,454	1,124,928	4%
Materials & Services	2,455,899	2,455,899	2,319,532	(136,367)	-6%
Other	39,000	39,000	39,000	-	0%
Interdepartmental	8,000	8,000	287,000	279,000	3,488%
Capital Outlay	102,356	102,356	-	(102,356)	-100%
<b>Total Expenditures</b>	<b>32,616,781</b>	<b>32,616,781</b>	<b>33,781,986</b>	<b>1,165,205</b>	<b>4%</b>
<b>General Fund Subsidy \$</b>	<b>28,990,311</b>	<b>28,990,311</b>	<b>29,851,549</b>	<b>861,238</b>	<b>3%</b>
<b>FTE's</b>	<b>198.75</b>	<b>198.75</b>	<b>192.75</b>	<b>(6.00)</b>	<b>-3%</b>

**Budget Analysis:**

Revenues increase \$303,967 (8%). Expenditures increase \$1,165,205 (4%). General Fund subsidy increases \$861,238 (3%).

Revenues increase across the Jail organization. Reimbursement from the State of Oregon per Measure 73 (Repeat felony sex offenders and repeat DUII) is reflected in Intergovernmental revenues. Interfund revenues increase based on the biennial budget for Justice Reimbursement Initiative funding related to jail program services and Oregon State Bill 1145 funding the General Fund support requirements for the Jail. Miscellaneous revenues include workers' compensation reimbursements, recovery of funds from adults in custody, and Community Corrections transfer fees.

Personnel Services increase due primarily to salaries, retirement costs, and health benefits while staffing levels remain flat. Materials & Services decrease to meet the General Fund target. Funds for TriMet tickets upon Adult in Custody release and Professional Services to provide jail program services have been reallocated to the Jail Commissary fund as these programs relate to Inmate Welfare and can be supported by the Commissary fund. In the previous budget, training and education, with associated travel to support personnel in specialized and technical training related to their job functions was reduced. Those funds were not added back into the budget this year in order to meet the General Fund requirements. Interfund expenses include funding for the replacement of the automated fingerprint identification system that Oregon State Police (OSP) required all agencies to upgrade to a newer platform. Capital Outlay decreases with the removal of replacement funds for large kitchen and laundry equipment and there are no additional vehicle requests.

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

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

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
Jail Health Care	\$ 6,157,056	6,757,056	7,385,831	628,775	9%
<b>Total</b>	<b>6,157,056</b>	<b>6,757,056</b>	<b>7,385,831</b>	<b>628,775</b>	<b>9%</b>
<b>by category</b>					
<b>Total Revenues</b>	<b>\$ -</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>
Personnel Services	7,020	7,020	7,966	946	13%
Materials & Services	6,150,036	6,750,036	7,377,865	627,829	9%
<b>Total Expenditures</b>	<b>6,157,056</b>	<b>6,757,056</b>	<b>7,385,831</b>	<b>628,775</b>	<b>9%</b>
<b>General Fund Subsidy</b>	<b>\$ 6,157,056</b>	<b>6,757,056</b>	<b>7,385,831</b>	<b>628,775</b>	<b>9%</b>

**Budget Analysis:**

Expenditures increase \$628,775 (9%). General Fund subsidy increases \$628,775 (9%).

Personnel Services increase due primarily to salaries, retirement costs, and health benefits while staffing levels remain flat.

A Request for Proposals conducted in February 2022 resulted in a new NaphCare vendor agreement. This new contract is approximately 9% higher than the current contract which will terminate in July 2022. NaphCare is the Health Authority for the Washington County Jail and will provide all mandated Health Care Services for Adults-In- Custody for the County.



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

1. **Child Support Enforcement (100-451005)**: This program establishes, modifies and enforces child support judgments, including: interviewing witnesses, examining support payment records, preparing necessary legal documents, attending child support court hearings and initiating Uniform Reciprocal Support Enforcement cases for possible criminal action. Child Support Enforcement is also responsible for establishing paternity for cases that meet certain statutory guidelines and for establishing orders of support in those cases. The program is funded mainly by federal funds.
2. **Criminal Prosecution Services (100-451010)**: This program conducts prosecution of felony and misdemeanor crimes, violations, major traffic offenses and restraining order violations occurring in Washington County, including the processing of all probation revocations and extraditions and working with the Attorney General's Office on criminal appeals. This program also prosecutes all juvenile crime in the County, provides guidance on criminal law issues to the Juvenile Department, reviews police and social service reports for juveniles, processes juvenile court actions involving criminal delinquency and child dependency including child abuse and neglect. Support for the internal administrative functions and operations of the DA's office including reception and clerical relief is included in this unit along with the overall managerial control and direction and public outreach and awareness. Finally, review and processing for all cases, including those handled through the County's special prosecution programs are included in this budget. Specialty programs supported by the DA's Office include Integrative Re-Entry Intensive Supervision Services (IRISS) program, Family Sentencing Alternative Pilot (FSAP) program, Adult Drug Court, Juvenile Drug Court, Mental Health Court, Rapid Fitness to Proceed program, Veteran's Treatment Court, Domestic Violence Deferred Sentencing program, Early Case Resolution court, and a variety of court diversion programs for lower-level offenses, including a new Mental Health Diversion Pilot program.
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), CARES NW, 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	
	2021-22	2021-22	2022-23	\$	%
Child Support Enforcement	\$ 1,784,270	1,784,270	1,758,500	(25,770)	-1%
Criminal Prosecution Services	12,254,107	12,254,107	13,949,956	1,695,849	14%
Victim Assistance	1,613,999	1,613,999	1,683,292	69,293	4%
Child Abuse Multi. Intervention (Cami)	886,663	886,663	1,231,307	344,644	39%
<b>Total</b>	<b>16,539,039</b>	<b>16,539,039</b>	<b>18,623,055</b>	<b>2,084,016</b>	<b>13%</b>
<b>by category</b>					
Intergovernmental	4,095,501	4,095,501	4,631,878	536,377	13%
Charges for Services	301,000	301,000	300,000	(1,000)	0%
Interdepartmental	173,118	173,118	182,127	9,009	5%
Miscellaneous	2,000	2,000	2,000	-	0%
<b>Total Revenues</b>	<b>4,571,619</b>	<b>4,571,619</b>	<b>5,116,005</b>	<b>544,386</b>	<b>12%</b>
Personnel Services	14,740,870	14,740,870	16,536,886	1,796,016	12%
Materials & Services	1,629,607	1,629,607	1,890,169	260,562	16%
Other	1,000	1,000	1,000	-	0%
Interdepartmental	167,562	167,562	195,000	27,438	16%
<b>Total Expenditures</b>	<b>16,539,039</b>	<b>16,539,039</b>	<b>18,623,055</b>	<b>2,084,016</b>	<b>13%</b>
<b>General Fund Subsidy \$</b>	<b>11,967,420</b>	<b>11,967,420</b>	<b>13,507,050</b>	<b>1,539,630</b>	<b>13%</b>
<b>FTE's</b>	<b>100.50</b>	<b>104.50</b>	<b>107.50</b>	<b>3.00</b>	<b>3%</b>

**Budget Analysis:**

Revenues increase \$544,386 (12%). Expenditures increase \$2,084,016 (13%). General Fund subsidy increases \$1,539,630 (13%).

Grant revenues increase due to the addition of a \$100,000 Hate Crime Grant and \$354,000 Child Abuse Multidisciplinary Intervention (CAMI) Grant for 1.00 FTE Paralegal and the development of a Washington County CARES NW location. Support Enforcement revenues increase to offset a portion of annual personnel cost increases. Revenues from the Victims of Crime Act (VOCA) Grant decreased and are projected to continue to decrease by 10%, with a one-time offset of \$95,000 from the Victim Assistance Criminal Fines Account (CFA).

Local revenues increase due to an Intragovernmental Agreement (IGA) to fund a 1.00 FTE Digital Forensic Investigator.

Personnel Services increase primarily due to salaries, retirement costs, health benefits and additional FTE to offset the increased workload and heavy caseloads related to statutory changes in Oregon law, increased digital evidence, the implementation of body worn cameras and long-term staffing shortages.

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

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

# Juvenile 100-5010

# Budget Detail

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
Basic Services	\$ 3,056,425	3,056,425	2,889,491	(166,934)	-5%
Shelter Care	2,181,330	2,181,330	2,286,987	105,657	5%
Secure Detention	2,610,401	2,610,401	2,729,853	119,452	5%
Home Detention	165,265	165,265	172,281	7,016	4%
<b>Total</b>	<b>8,013,421</b>	<b>8,013,421</b>	<b>8,078,612</b>	<b>65,191</b>	<b>1%</b>
<b>by category</b>					
Intergovernmental	15,000	15,000	15,000	-	0%
<b>Total Revenues</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>	<b>-</b>	<b>0%</b>
Personnel Services	5,334,797	5,334,797	5,331,554	(3,243)	0%
Materials & Services	2,625,624	2,625,624	2,694,058	68,434	3%
Other	33,000	33,000	33,000	-	0%
Interdepartmental	20,000	20,000	20,000	-	0%
<b>Total Expenditures</b>	<b>8,013,421</b>	<b>8,013,421</b>	<b>8,078,612</b>	<b>65,191</b>	<b>1%</b>
<b>General Fund Subsidy \$</b>	<b>7,998,421</b>	<b>7,998,421</b>	<b>8,063,612</b>	<b>65,191</b>	<b>1%</b>
<b>FTE's</b>	<b>40.00</b>	<b>40.00</b>	<b>39.00</b>	<b>(1.00)</b>	<b>-3%</b>

### **Budget Analysis:**

Expenditures increase \$65,191 (1%). General Fund subsidy increases \$65,191 (1%).

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

Personnel Services remain relatively flat due to a decrease of 1.00 FTE (vacant) due to budget constraints which is offset by increases in salaries, retirement costs and health benefits.

Materials and Services increase \$110,000 due to the \$150,000 flat rate increase in the detention bed contract with Multnomah County. The full cost is offset by reductions in several Materials and Services line items in order to absorb the increase.

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	
	2021-22	2021-22	2022-23	\$	%
Juvenile Administration	\$ 1,940,299	1,940,299	2,077,836	137,537	7%
<b>Total</b>	<b>1,940,299</b>	<b>1,940,299</b>	<b>2,077,836</b>	<b>137,537</b>	<b>7%</b>
<b>by category</b>					
Interdepartmental	152,799	152,799	158,242	5,443	4%
<b>Total Revenues</b>	<b>152,799</b>	<b>152,799</b>	<b>158,242</b>	<b>5,443</b>	<b>4%</b>
Personnel Services	1,908,099	1,908,099	2,046,636	138,537	7%
Materials & Services	29,700	29,700	28,700	(1,000)	-3%
Other	2,500	2,500	2,500	-	0%
<b>Total Expenditures</b>	<b>1,940,299</b>	<b>1,940,299</b>	<b>2,077,836</b>	<b>137,537</b>	<b>7%</b>
<b>General Fund Subsidy \$</b>	<b>1,787,500</b>	<b>1,787,500</b>	<b>1,919,594</b>	<b>132,094</b>	<b>7%</b>
<b>FTE's</b>	<b>13.00</b>	<b>13.00</b>	<b>13.00</b>	<b>-</b>	<b>0%</b>

**Budget Analysis:**

Revenues increase \$5,443 (4%). Expenditures increase \$137,537 (7%). General Fund subsidy increases \$132,094 (7%).

Revenues remain relatively flat.

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

Materials and Services remain as status quo.

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

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

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

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
Washington County Justice Court	\$ 1,165,942	1,165,942	1,165,609	(333)	0%
<b>Total</b>	<b>1,165,942</b>	<b>1,165,942</b>	<b>1,165,609</b>	<b>(333)</b>	<b>0%</b>
<b>by category</b>					
Charges for Services	25,000	25,000	25,000	-	0%
Fines & Forfeitures	1,220,500	1,220,500	1,015,500	(205,000)	-17%
Miscellaneous	100,000	100,000	125,500	25,500	26%
<b>Total Revenues</b>	<b>1,345,500</b>	<b>1,345,500</b>	<b>1,166,000</b>	<b>(179,500)</b>	<b>-13%</b>
Personnel Services	1,031,299	1,031,299	1,080,155	48,856	5%
Materials & Services	119,643	119,643	70,454	(49,189)	-41%
Other	15,000	15,000	15,000	-	0%
<b>Total Expenditures</b>	<b>1,165,942</b>	<b>1,165,942</b>	<b>1,165,609</b>	<b>(333)</b>	<b>0%</b>
<b>General Fund Subsidy</b>	<b>\$ (179,558)</b>	<b>(179,558)</b>	<b>(391)</b>	<b>179,167</b>	<b>-100%</b>
<b>FTE's</b>	<b>9.00</b>	<b>9.00</b>	<b>9.00</b>	<b>-</b>	<b>0%</b>

**Budget Analysis:**

Revenues decrease \$179,500 (13%). General Fund subsidy increases \$179,167 (100%).

Revenues from Fines decrease. The overall number of citations filed with Justice Court continues to decline each year, with the majority of citations filed by the Washington County Sheriff's Office (WCSO). Where WCSO averaged over 17,000 citations per year between fiscal years 2011-12 and 2016-17, the last three years, have had less than 10,000 per year received. This budget reflects an expectation of receiving a similar number of citations in FY 2022-23.

Revenues from the Court Cost category decreases. The impact of COVID-19 protocol on the Small Claims Court continues as filings are still conducted virtually. Due to the technological difficulties inherent in this method of conducting trials, Justice Court has not been able to adjudicate the same number of trials. However, an increase in filings is anticipated as the Court slowly resumes to in-person trials.

Revenues from Reimbursement of Expenses increases. The primary source of revenue in this category is from the interest payments received from Professional Credit Services (PCS), the collections vendor, and is anticipated to increase as more delinquent accounts are referred.

Personnel Services increases due to salaries, retirement costs and health benefits. In addition, FY 2022-23 will see the introduction of the Oregon Family Leave Tax.

Materials & Services decreases due to the anticipated need for court security which has been postponed as the Sheriff's Department have not yet vacated the facility.

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	
	2021-22	2021-22	2022-23	\$	%
Law Library	\$ 1,002,865	1,002,865	935,609	(67,256)	-7%
<b>Total</b>	<b>1,002,865</b>	<b>1,002,865</b>	<b>935,609</b>	<b>(67,256)</b>	<b>-7%</b>
<b>by category</b>					
Charges for Services	389,433	389,433	394,778	5,345	1%
<b>Total Revenues</b>	<b>389,433</b>	<b>389,433</b>	<b>394,778</b>	<b>5,345</b>	<b>1%</b>
Personnel Services	352,323	352,323	369,743	17,420	5%
Materials & Services	57,970	57,970	60,727	2,757	5%
Interdepartmental	119,966	119,966	144,408	24,442	20%
<b>subtotal</b>	<b>530,259</b>	<b>530,259</b>	<b>574,878</b>	<b>44,619</b>	<b>8%</b>
Contingency	472,606	472,606	360,731	(111,875)	-24%
<b>Total Expenditures</b>	<b>1,002,865</b>	<b>1,002,865</b>	<b>935,609</b>	<b>(67,256)</b>	<b>-7%</b>
<b>Revenues under expenditures</b>	<b>(613,432)</b>	<b>(613,432)</b>	<b>(540,831)</b>	<b>72,601</b>	<b>-12%</b>
Beginning Fund Balance	613,432	613,432	540,831	(72,601)	-12%
<b>Ending Fund Balance \$</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
FTE's	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>	<b>-</b>	<b>0%</b>

**Budget Analysis:**

Revenues increase \$5,345 (1%). Expenditures, excluding Contingency, increase \$44,619 (8%). Contingency decreases \$111,875 (24%). Beginning fund balance decreases \$72,601 (12%).

Revenue remains roughly the same since the state appropriation was set by the state’s 2021-23 budget cycle.

Expenditures increase driven by the County Cost Allocation Plan and Personnel Services increases due to salaries, retirement costs and health benefits.

Beginning fund balance decreases and contingency decreases. Contingency allows the Law Library to maintain current service levels as revenue has remained flat or decreased since 2011 while expenses have increased.



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

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

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
Patrol Operations	\$ 33,955,605	33,955,605	34,205,165	249,560	1%
<b>Total</b>	<b>33,955,605</b>	<b>33,955,605</b>	<b>34,205,165</b>	<b>249,560</b>	<b>1%</b>
<b>by category</b>					
Charges for Services	65,000	65,000	65,000	-	0%
Interdepartmental	-	33,449,105	33,180	(33,415,925)	-100%
Miscellaneous	33,890,605	441,500	34,106,985	33,665,485	7,625%
<b>Total Revenues</b>	<b>33,955,605</b>	<b>33,955,605</b>	<b>34,205,165</b>	<b>249,560</b>	<b>1%</b>
Personnel Services	24,394,289	24,394,289	23,603,904	(790,385)	-3%
Materials & Services	1,766,514	1,766,514	1,813,460	46,946	3%
Other	1,261,009	1,261,009	1,273,492	12,483	1%
Interdepartmental	6,170,293	6,170,293	6,708,235	537,942	9%
Operating Transfers Out	20,000	20,000	17,500	(2,500)	-13%
Capital Outlay	343,500	343,500	788,574	445,074	130%
<b>subtotal</b>	<b>33,955,605</b>	<b>33,955,605</b>	<b>34,205,165</b>	<b>249,560</b>	<b>1%</b>
Contingency	-	-	-	-	0%
<b>Total Expenditures</b>	<b>33,955,605</b>	<b>33,955,605</b>	<b>34,205,165</b>	<b>249,560</b>	<b>1%</b>
<b>Revenues under expenditures</b>	-	-	-	-	<b>0%</b>
Beginning Fund Balance	-	-	-	-	0%
<b>Ending Fund Balance \$</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>FTE's</b>	<b>151.60</b>	<b>151.60</b>	<b>138.60</b>	<b>(13.00)</b>	<b>-9%</b>

**Budget Analysis:**

Revenues increase \$249,560 (1%). Expenditures increase \$249,560 (1%).

Fiscal year 2022-23 is the final 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 (Fund 210) to support District Patrol activity in Miscellaneous revenue. Charges for Services for uniformed security fees are anticipated to stay stable. An additional revenue in the Interdepartmental category is support provided by the County Fair for law enforcement services provided during the event.

The 2020 Census data reduced the FY 2021-22 forecasted population estimates for county-wide unincorporated population from 272,213 to 243,474; a reduction of nearly 29,000 in population. As a direct result of the revised population estimates, this budget reduces 13.00 FTE Deputy positions in this program and is reflected in Personnel Services.

Materials & Services increase slightly in line with the funding parameters of the Enhanced Sheriff's Patrol District Local Option Levy. This request supports program supplies, equipment, training and education, with associated travel, to support personnel in specialized and technical training related to their job functions. Other Expenditures reflect the distribution of costs associated to the Washington County Consolidated Communications Agency.

Transfers to other funds decrease with a reduction in Facilities & Park Services capital projects this budget year. Capital Outlay reflects the replacement of vehicles based on recommendation from Fleet Services and includes a request for equipment needs that are over the capital purchase level previously funded in the Materials & Services small tools allocation. There is no beginning fund balance or contingency; these are housed in the Enhanced Sheriff's Patrol District (Fund 210), the district's fiscal accounting entity.

# Sheriff's Contract Services 186-4060

# Budget Detail

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

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

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
TriMet Services	\$ 300,151	300,151	300,151	-	0%
WIN Contracts	60,000	60,000	60,000	-	0%
Taskforce Reimbursables	500,000	500,000	400,000	(100,000)	-20%
<b>Total</b>	<b>860,151</b>	<b>860,151</b>	<b>760,151</b>	<b>(100,000)</b>	<b>-12%</b>
<b>by category</b>					
Charges for Services	300,151	300,151	300,151	-	0%
Interdepartmental	60,000	60,000	60,000	-	0%
Miscellaneous	500,000	500,000	400,000	(100,000)	-20%
<b>Total Revenues</b>	<b>860,151</b>	<b>860,151</b>	<b>760,151</b>	<b>(100,000)</b>	<b>-12%</b>
Personnel Services	555,318	555,318	485,318	(70,000)	-13%
Materials & Services	134,833	134,833	104,833	(30,000)	-22%
Other	40,000	40,000	40,000	-	0%
Interdepartmental	130,000	130,000	130,000	-	0%
<b>subtotal</b>	<b>860,151</b>	<b>860,151</b>	<b>760,151</b>	<b>(100,000)</b>	<b>-12%</b>
Contingency	-	-	-	-	0%
<b>Total Expenditures</b>	<b>860,151</b>	<b>860,151</b>	<b>760,151</b>	<b>(100,000)</b>	<b>-12%</b>
Revenues under expenditures	-	-	-	-	0%
Beginning Fund Balance	-	-	-	-	0%
<b>Ending Fund Balance \$</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>FTE's</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>-</b>	<b>0%</b>

**Budget Analysis:**

Revenues decrease \$100,000 (12%). Expenditures decrease \$100,000 (12%).

Revenue is reimbursement of cost for a Mental Health Response Team (MHRT) with 1.00 full-time equivalent deputy and 1.00 FTE contracted clinician to support the intergovernmental agreement with TriMet at full cost recovery.

Miscellaneous revenue decreases with the removal of potential revenue related to overtime costs that are on an as-needed basis. If there are overtime costs, those will be recovered at full cost up to the limits defined in the agreement.

Personnel Services decreases in overtime costs based on historical actual overtime incurred in contracted services.

Materials & Services decrease with removal of unused professional services allocation from previous years.

Interdepartmental Expenditures reflects the Interdepartmental reimbursement provided from TriMet for services that will be reallocated to Health & Human Services.

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

The Washington County Community Corrections Department 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	
	2021-22	2021-22	2022-23	\$	%
Community Corrections Center	\$ 5,659,678	6,062,197	5,707,653	(354,544)	-6%
Field Services	10,090,349	10,584,346	10,831,090	246,744	2%
Program Services	4,566,077	4,893,675	5,475,485	581,810	12%
Victims Services	441,510	474,152	437,310	(36,842)	-8%
Community Corrections Administration	740,296	740,296	718,917	(21,379)	-3%
<b>Total</b>	<b>21,497,910</b>	<b>22,754,666</b>	<b>23,170,455</b>	<b>415,789</b>	<b>2%</b>
<b>by category</b>					
Intergovernmental	13,612,421	15,086,569	15,536,395	449,826	3%
Charges for Services	951,000	951,000	173,000	(778,000)	-82%
Interdepartmental	90,000	90,000	90,000	-	0%
Miscellaneous	42,483	42,483	44,950	2,467	6%
Operating Transfers In	4,825,228	4,607,836	5,290,575	682,739	15%
<b>Total Revenues</b>	<b>19,521,132</b>	<b>20,777,888</b>	<b>21,134,920</b>	<b>357,032</b>	<b>2%</b>
Personnel Services	12,403,181	13,332,339	13,712,859	380,520	3%
Materials & Services	2,687,749	2,687,749	2,478,618	(209,131)	-8%
Other	2,800	2,800	2,800	-	0%
Interdepartmental	6,404,180	6,731,778	6,976,178	244,400	4%
<b>subtotal</b>	<b>21,497,910</b>	<b>22,754,666</b>	<b>23,170,455</b>	<b>415,789</b>	<b>2%</b>
Contingency	-	-	-	-	0%
<b>Total Expenditures</b>	<b>21,497,910</b>	<b>22,754,666</b>	<b>23,170,455</b>	<b>415,789</b>	<b>2%</b>
<b>Revenues under expenditures</b>	<b>(1,976,778)</b>	<b>(1,976,778)</b>	<b>(2,035,535)</b>	<b>(58,757)</b>	<b>3%</b>
Beginning Fund Balance	1,976,778	1,976,778	2,035,535	58,757	3%
<b>Ending Fund Balance \$</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>FTE's</b>	<b>104.00</b>	<b>104.00</b>	<b>106.00</b>	<b>2.00</b>	<b>2%</b>

**Budget Analysis:**

Revenues increase \$357,032 (2%). Expenditures increase \$415,789 (2%). Beginning fund balance increases \$58,757 (3%).

Total budget expenditures for the Community Corrections Department in Fiscal Year 2022-23 are \$26,071,963 plus \$3,186,537 state revenue transferred to the Sheriff, for a total of \$29,258,518. These are divided between the department's budget and the Public Safety Levy budget.

The Public Safety Levy Fund 234-5515 for Program Services, Probation and Parole Services, Community Corrections Center (CCC) and specialized Court Services totals \$6,093,062 (20.8%). This is an increase from fiscal year 2020-21, but does not keep pace with inflation due to increasing costs associated with personnel or services. This fund is used to enhance our three service divisions and support the specialty courts in Washington County.

Revenues for this fund include \$3,186,537 State revenue that is transferred to the Sheriff's Office. Not including the transfer to the Sheriff's Office, expected Revenues of \$9,513,139 from the State Department of Corrections; include \$173,000 generated from fees and \$2,971,671 from contracts, grants and miscellaneous revenue. Community Corrections has a beginning balance of \$2,035,535 and request \$5,290,575 in General Fund contributions to balance the budget. This represents an increase from fiscal year 2021-22.

This budget reflects no new programs or staff and holds many positions vacant, yet accounts for the increased personnel expenses, a 10% increase from the County Cost Allocation Plan, and revenue reductions from the loss of fee collections. To maintain the current service level, including the increasing misdemeanor population under supervision, the department requires a transfer increase from the General Fund. While each division within the department is experiencing staff and service reductions, the Department will strive to preserve the full array of evidenced-based services. Further, Community Corrections are committed to delivering equitable outcomes throughout the department's programs, budgets, decision-making, and service delivery.

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.
5. ***State Record Expunction Funds*** (196-504060):



Juvenile Grants 196-5040

Budget Detail

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
Diversion	\$ 688,926	808,972	838,581	29,609	4%
Flex Funds (Juvenile)	54,841	54,841	60,000	5,159	9%
Juvenile Restitution	30,000	30,000	30,000	-	0%
Donations	7,000	7,000	2,000	(5,000)	-71%
State Record Expunction Funds	-	-	50,000	50,000	0%
<b>Total</b>	<b>780,767</b>	<b>900,813</b>	<b>980,581</b>	<b>79,768</b>	<b>9%</b>
<b>by category</b>					
Intergovernmental	714,121	834,167	894,270	60,103	7%
Miscellaneous	7,000	7,000	2,000	(5,000)	-71%
<b>Total Revenues</b>	<b>721,121</b>	<b>841,167</b>	<b>896,270</b>	<b>55,103</b>	<b>7%</b>
Personnel Services	592,527	592,527	508,983	(83,544)	-14%
Materials & Services	90,782	210,828	379,999	169,171	80%
Other	7,041	7,041	6,500	(541)	-8%
Interdepartmental	90,417	90,417	85,099	(5,318)	-6%
<b>subtotal</b>	<b>780,767</b>	<b>900,813</b>	<b>980,581</b>	<b>79,768</b>	<b>9%</b>
Contingency	-	-	-	-	0%
<b>Total Expenditures</b>	<b>780,767</b>	<b>900,813</b>	<b>980,581</b>	<b>79,768</b>	<b>9%</b>
<b>Revenues under expenditures</b>	<b>(59,646)</b>	<b>(59,646)</b>	<b>(84,311)</b>	<b>(24,665)</b>	<b>41%</b>
Beginning Fund Balance	59,646	59,646	84,311	24,665	41%
<b>Ending Fund Balance \$</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>FTE's</b>	<b>4.50</b>	<b>4.50</b>	<b>3.50</b>	<b>(1.00)</b>	<b>-22%</b>

**Budget Analysis:**

Revenues increase \$55,103 (7%). Expenditures increase \$79,768 (9%). Beginning fund balance increases \$24,665 (41%).

Revenues increase due to a slight increase in Oregon Youth Authority Diversion funding and the newly established Revenue stream of State funding due to the automated expunction mandate. Both of these Revenue increases offset the reduced ODOT work crew Revenue due to COVID-19.

Personnel Services decrease due to a position that was moved out of this funding stream and into Juvenile Crime Prevention Basic Services for the 2021-23 biennium.

Materials and Services increase due to an increased contract with a community-based provider for culturally specific Family Navigator and Mentoring services to youth referred from the Juvenile Department. This funding was previously housed in the Juvenile General Fund program 100-501005.

# Juvenile Conciliation Services 197-5020

# Budget Detail

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

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

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
Conciliation	\$ 648,452	669,543	657,198	(12,345)	-2%
<b>Total</b>	<b>648,452</b>	<b>669,543</b>	<b>657,198</b>	<b>(12,345)</b>	<b>-2%</b>
<b>by category</b>					
Licenses & Permits	31,200	31,200	31,200	-	0%
Intergovernmental	490,486	511,577	511,577	-	0%
Charges for Services	2,000	2,000	2,000	-	0%
Interdepartmental	20,000	20,000	20,000	-	0%
Miscellaneous	5,000	5,000	7,500	2,500	50%
<b>Total Revenues</b>	<b>548,686</b>	<b>569,777</b>	<b>572,277</b>	<b>2,500</b>	<b>0%</b>
Personnel Services	529,893	529,893	535,358	5,465	1%
Materials & Services	11,315	32,406	10,049	(22,357)	-69%
Interdepartmental	107,244	107,244	111,791	4,547	4%
<b>subtotal</b>	<b>648,452</b>	<b>669,543</b>	<b>657,198</b>	<b>(12,345)</b>	<b>-2%</b>
Contingency	-	-	-	-	0%
<b>Total Expenditures</b>	<b>648,452</b>	<b>669,543</b>	<b>657,198</b>	<b>(12,345)</b>	<b>-2%</b>
<b>Revenues under Expenditures</b>	<b>(99,766)</b>	<b>(99,766)</b>	<b>(84,921)</b>	<b>14,845</b>	<b>-15%</b>
Beginning Fund Balance	99,766	99,766	84,921	(14,845)	-15%
<b>Ending Fund Balance \$</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>FTE's</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>-</b>	<b>0%</b>

***Budget Analysis:***

Expenditures decrease \$12,345 (2%). Beginning fund balance decreases \$14,845 (15%).

Revenues increase slightly due to an increase in fees collected for the High Conflict Resolution class.

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

Materials and Services decrease due to a reduction in the contract with a community provider for interpreter services for clients.

Interdepartmental expenses increase slightly due to the County Cost Allocation Plan. For a second year, there is a \$20,000 cost share to Conciliation from Shelter Care for the intern supervision performed by a Conciliation Counselor.

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	
	2021-22	2021-22	2022-23	\$	%
Court Security Fund	\$ 1,495,879	1,495,879	1,841,186	345,307	23%
<b>Total</b>	<b>1,495,879</b>	<b>1,495,879</b>	<b>1,841,186</b>	<b>345,307</b>	<b>23%</b>
<b>by category</b>					
Fines & Forfeitures	250,000	250,000	400,000	150,000	60%
Operating Transfers In	209,200	209,200	209,200	-	0%
<b>Total Revenues</b>	<b>459,200</b>	<b>459,200</b>	<b>609,200</b>	<b>150,000</b>	<b>33%</b>
Materials & Services	522,367	522,367	522,370	3	0%
Interdepartmental	12,020	12,020	27,979	15,959	133%
Capital Outlay	-	-	60,000	60,000	0%
<b>subtotal</b>	<b>534,387</b>	<b>534,387</b>	<b>610,349</b>	<b>75,962</b>	<b>14%</b>
Contingency	961,492	961,492	1,230,837	269,345	28%
<b>Total Expenditures</b>	<b>1,495,879</b>	<b>1,495,879</b>	<b>1,841,186</b>	<b>345,307</b>	<b>23%</b>
<b>Revenues under Expenditures</b>	<b>(1,036,679)</b>	<b>(1,036,679)</b>	<b>(1,231,986)</b>	<b>(195,307)</b>	<b>19%</b>
Beginning Fund Balance	1,036,679	1,036,679	1,231,986	195,307	19%
<b>Ending Fund Balance \$</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	

**Budget Analysis:**

Revenues increase \$150,000 (33%). Expenditures, excluding Contingency, increase \$75,962 (14%). Contingency increases \$269,345 (28%). Beginning fund balance increases \$195,307 (19%).

Court Security revenue may be impacted with a change in the allocation of State funds to Community Corrections, however based on revenues received in fiscal year 2021-22 an increase is anticipated. An off-setting General Fund transfer to support the Court Security fund entrance security services will be provided.

Materials and Services are budgeted in line with previous years in order to maintain service levels at court security entrances. Interdepartmental expenditures increase due to the County Cost Allocation Plan. Capital Outlay includes a request for a replacement x-ray machine in the Juvenile security entrance.

Contingency is available for unforeseen expenditures such as additional court security or entrance security equipment repairs. Contingency funds are monitored in coordination with the Court Administrator. The target fund balance is not more than \$1 million dollars.

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

1. **Donations** (224-405025): This program houses donations or small, non-profit grants that are used to purchase miscellaneous small tools and equipment.
2. **State Homeland Security** (224-405030): This is a federally funded program providing financial support for additional cyber security equipment, communications equipment, training and administration requests from other county agencies.
3. **Justice Assistance Grant (JAG) previously known as LLEBG-1** (224-405035): The Justice Assistance Grant (JAG) previously known as 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. **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).
6. **Oregon Impact** (224-405060): Oregon Impact is a federally funded program providing support for occupant safety compliance enforcement efforts for all Washington County agencies

# Grants & Donations 224-4050

# Budget Detail

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
Donations	\$ 75,000	75,000	75,000	-	0%
State Homeland Security	250,000	250,000	250,000	-	0%
Justice Assistance Grant (JAG) previously known as LLEBG-1	480,562	480,562	468,803	(11,759)	-2%
UASI	500,000	500,000	500,000	-	0%
ODOT	40,000	40,000	20,000	(20,000)	-50%
Oregon Impact	85,000	85,000	94,500	9,500	11%
<b>Total</b>	<b>1,430,562</b>	<b>1,430,562</b>	<b>1,408,303</b>	<b>(22,259)</b>	<b>-2%</b>
<b>by category</b>					
Intergovernmental	1,203,000	1,203,000	1,153,303	(49,697)	-4%
Interdepartmental	152,562	152,562	180,000	27,438	18%
Miscellaneous	75,000	75,000	75,000	-	0%
<b>Total Revenues</b>	<b>1,430,562</b>	<b>1,430,562</b>	<b>1,408,303</b>	<b>(22,259)</b>	<b>-2%</b>
Personnel Services	494,482	494,482	507,172	12,690	3%
Materials & Services	936,080	936,080	901,131	(34,949)	-4%
<b>subtotal</b>	<b>1,430,562</b>	<b>1,430,562</b>	<b>1,408,303</b>	<b>(22,259)</b>	<b>-2%</b>
Contingency	-	-	-	-	0%
<b>Total Expenditures</b>	<b>1,430,562</b>	<b>1,430,562</b>	<b>1,408,303</b>	<b>(22,259)</b>	<b>-2%</b>
<b>Revenues under Expenditures</b>	-	-	-	-	0%
Beginning Fund Balance	-	-	-	-	0%
<b>Ending Fund Balance \$</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	

**Budget Analysis:**

Revenues decrease \$22,259 (2%). Expenditures decrease \$22,259 (2%).

Grant funding allows the Sheriff's Office to support a variety of initiatives. Examples include: overtime funding for traffic enforcement; DNA collection initiative; resources to support digital forensics laboratory training; and leadership training for supervisory level staff.

The Sheriff's Office receives funding from several Federal and State grants that are recurring year-to-year that contribute to improving public safety and serving community needs. Grants are applied for annually based on needs of the Sheriff's Office and available grant funding. Some grants are based on formula distribution (where dollars are provided based on formulas of the grantors), other grants are competitive and applied for a specific purpose and duration. Grants do not replace and cannot supplant requirements that are budgeted. Grants include: Bureau of Justice Assistance grants; State Homeland Security Program grants; Urban Area Security Agreement; and traffic enforcement grants provided through the Oregon Department of Transportation.

Interdepartmental revenues increase due to reimbursement of certified staff costs from the District Attorney's Office (DA) Cold Case grant. The DA received grant funding for working cold cases; detectives from the Sheriff's Office support the work on this grant. Intergovernmental revenues decrease due to the completion of the Coronavirus Emergency Supplemental Funding (CESF) grant.

Personnel Services increase with temporary positions for the Cold Case grant

Materials & Services decrease due to reduced travel requirements for Sexual Assault Kit Initiative (SAKI) grant.

No Contingency is budgeted in this fund.

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# Jail Commissary 226-4030

# Budget Detail

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

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

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
Jail Commissary	\$ 1,300,206	1,300,206	1,420,583	120,377	9%
<b>Total</b>	<b>1,300,206</b>	<b>1,300,206</b>	<b>1,420,583</b>	<b>120,377</b>	<b>9%</b>
<b>by category</b>					
Miscellaneous	277,000	277,000	277,000	-	0%
<b>Total Revenues</b>	<b>277,000</b>	<b>277,000</b>	<b>277,000</b>	<b>-</b>	<b>0%</b>
Personnel Services	127,978	127,978	133,425	5,447	4%
Materials & Services	75,200	75,200	79,500	4,300	6%
Other	200	200	200	-	0%
Interdepartmental	29,227	29,227	31,914	2,687	9%
<b>subtotal</b>	<b>232,605</b>	<b>232,605</b>	<b>245,039</b>	<b>12,434</b>	<b>5%</b>
Contingency	1,067,601	1,067,601	1,175,544	107,943	10%
<b>Total Expenditures</b>	<b>1,300,206</b>	<b>1,300,206</b>	<b>1,420,583</b>	<b>120,377</b>	<b>9%</b>
<b>Revenues under Expenditures</b>	<b>(1,023,206)</b>	<b>(1,023,206)</b>	<b>(1,143,583)</b>	<b>(120,377)</b>	<b>12%</b>
Beginning Fund Balance	1,023,206	1,023,206	1,143,583	120,377	12%
<b>Ending Fund Balance \$</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>FTE's</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>-</b>	<b>0%</b>

**Budget Analysis:**

Expenditures, excluding Contingency, increase \$12,434 (5%). Contingency increases \$107,943 (10%). Beginning fund balance increases \$120,377 (12%).

Jail Commissary revenue is used to provide inmate services, including mentoring, GED testing and library services. Revenues received from telephone, video and commissary commissions remain flat.

Personnel Services increase due primarily to salaries, retirement costs, and health benefits while staffing levels remain flat. Materials and Services increase slightly with additional funds incorporated into general supplies. In the previous fiscal year an adjustment was made to allocate costs from General Fund Jail Housing program to the inmate welfare account where the expenses are more appropriately captured. These expenditures support Jail program services such as TriMet tickets provided to adults in custody at release and other services directly supporting inmate welfare. Interfund expenditures increase due to the County Cost Allocation Plan.

Contingency increases and will be used for future needs directly related to inmate welfare programs.

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

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

# Juvenile High Risk Prevention Funds 228-5050

# Budget Detail

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
State High Risk Prevention-Administration	\$ 1,014,549	1,292,434	984,861	(307,573)	-24%
Community Prevention Contracts	346,469	389,807	389,807	-	0%
Substance Abuse	269,583	383,623	400,413	16,790	4%
State High Risk Prevention Community and Victim Services	440,545	432,970	575,127	142,157	33%
Shelter Care Supplement	749,424	749,424	854,427	105,003	14%
Early Intervention	435,976	435,976	326,283	(109,693)	-25%
<b>Total</b>	<b>3,256,546</b>	<b>3,684,234</b>	<b>3,530,918</b>	<b>(153,316)</b>	<b>-4%</b>
<b>by category</b>					
Intergovernmental	2,380,883	2,808,571	2,461,615	(346,956)	-12%
Operating Transfers In	30,000	30,000	30,000	-	0%
<b>Total Revenues</b>	<b>2,410,883</b>	<b>2,838,571</b>	<b>2,491,615</b>	<b>(346,956)</b>	<b>-12%</b>
Personnel Services	1,406,112	1,466,470	1,643,150	176,680	12%
Materials & Services	1,555,941	1,923,271	1,574,656	(348,615)	-18%
Interdepartmental	294,493	294,493	313,112	18,619	6%
<b>subtotal</b>	<b>3,256,546</b>	<b>3,684,234</b>	<b>3,530,918</b>	<b>(153,316)</b>	<b>-4%</b>
Contingency	-	-	-	-	0%
<b>Total Expenditures</b>	<b>3,256,546</b>	<b>3,684,234</b>	<b>3,530,918</b>	<b>(153,316)</b>	<b>-4%</b>
<b>Revenues under Expenditures</b>	<b>(845,663)</b>	<b>(845,663)</b>	<b>(1,039,303)</b>	<b>(193,640)</b>	<b>23%</b>
Beginning Fund Balance	845,663	845,663	1,039,303	193,640	23%
<b>Ending Fund Balance \$</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>FTE's</b>	<b>11.50</b>	<b>11.50</b>	<b>13.50</b>	<b>2.00</b>	<b>17%</b>

## Budget Analysis:

Revenues decrease \$346,956 (12%). Expenditures decrease \$153,316 (4%). Beginning fund balance increases \$193,640 (23%).

Revenues decrease due to expending more Juvenile Crime Prevention Basic Services funding in the first half of the biennium in fiscal year 2021-22, and less in FY 2022-23. Behavioral Rehabilitative Services (BRS) Revenue decreases due to less occupancy in the Shelter during the COVID-19 pandemic. Oregon Department of Education (ODE) revenue decreases for the same reason.

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

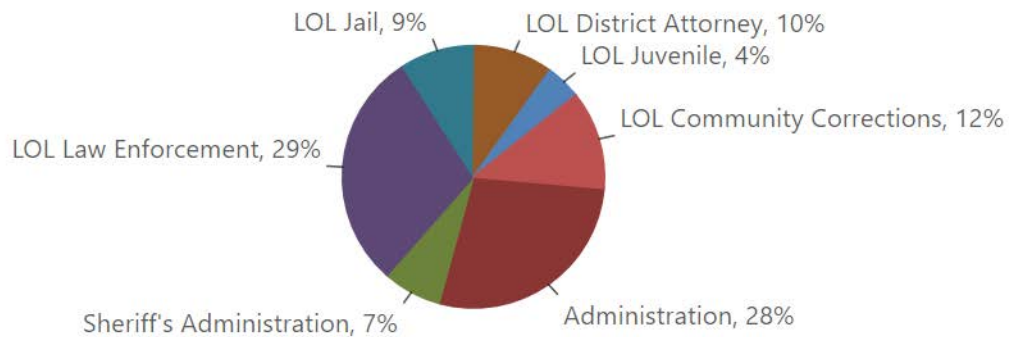
Materials and Services decreases due to reduced contracts with community providers for services to Juvenile Department referred youth.

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

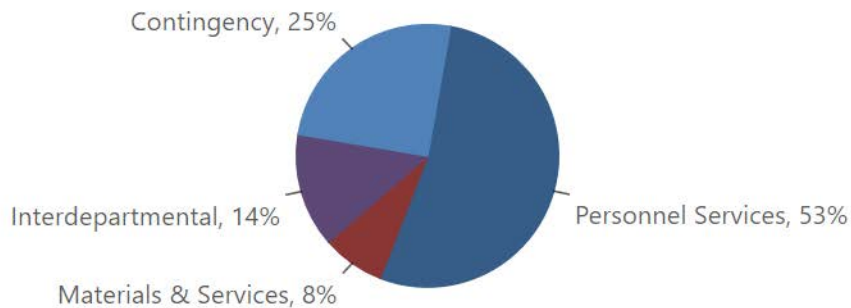
Consistent with the approach used in the General and Road fund budgets, all of the organization units in the Public Safety Local Option Levy (LOL) fund will require resources from the levy fund to balance their respective budgets. The LOL Administration organization unit (234-1690) is the central fiscal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

In May 2020, voters approved a replacement levy raising the rate to \$0.47 per \$1,000 of assessed value for five fiscal years (FY 2021-22 through FY 2025-26). These funds are dedicated to improving/restoring service levels in existing County public safety and justice programs. The increased rate will provide additional funding for staff and countywide services. Details of levy service commitments can be found in the Board approved levy document entitled Proposal For a Five-Year Local Option Levy FY 2021-22 through FY 2025-26, adopted by the Board on February 4, 2020.

Expenditures by Org Unit



Expenditures by Category



# LOCAL OPTION LEVY 234

# BUDGET OVERVIEW

Organization Unit	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
Administration	\$ 33,455,891	33,455,891	33,467,012	11,121	0%
Law Enforcement	26,500	26,500	37,660	11,160	42%
District Attorney	565,735	565,735	664,261	98,526	17%
Juvenile	25,000	25,000	-	(25,000)	-100%
<b>Total Revenues</b>	<b>34,073,126</b>	<b>34,073,126</b>	<b>34,168,933</b>	<b>95,807</b>	<b>0%</b>
Administration	16,248,684	16,423,684	14,022,454	(2,401,230)	-15%
Sheriff's Administration	3,467,275	3,467,275	3,648,973	181,698	5%
LOL Law Enforcement	14,749,335	14,749,335	14,808,887	59,552	0%
LOL Jail	3,833,745	3,833,745	4,665,470	831,725	22%
LOL District Attorney	4,436,623	4,436,623	4,902,507	465,884	11%
LOL Juvenile	2,110,860	2,110,860	2,198,760	87,900	4%
LOL Community Corrections	5,749,225	5,749,225	6,093,062	343,837	6%
<b>Total Expenditures</b>	<b>50,595,747</b>	<b>50,770,747</b>	<b>50,340,113</b>	<b>(430,634)</b>	<b>-1%</b>
<b>Revenues under expenditures</b>	<b>(16,522,621)</b>	<b>(16,697,621)</b>	<b>(16,171,180)</b>	<b>526,441</b>	<b>-3%</b>
Beginning Fund Balance	16,522,621	16,697,621	16,171,180	(526,441)	-3%
<b>Ending Fund Balances</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>by category</b>					
Taxes	33,455,891	33,455,891	33,467,012	11,121	0%
Intergovernmental	565,735	565,735	664,261	98,526	17%
Charges for Services	23,000	23,000	23,000	-	0%
Interdepartmental	-	-	11,160	11,160	0%
Miscellaneous	28,500	28,500	3,500	(25,000)	-88%
<b>Total revenues</b>	<b>34,073,126</b>	<b>34,073,126</b>	<b>34,168,933</b>	<b>95,807</b>	<b>0%</b>
Personnel Services	24,775,246	24,775,246	25,995,739	1,220,493	5%
Materials & Services	3,685,802	3,685,802	3,766,740	80,938	2%
Other	862,453	862,453	893,230	30,777	4%
Interdepartmental	6,182,944	6,182,944	6,885,947	703,003	11%
Operating Transfers Out	1,242,700	1,417,700	389,518	(1,028,182)	-73%
Capital Outlay	140,000	140,000	106,872	(33,128)	-24%
<b>subtotal</b>	<b>36,889,145</b>	<b>37,064,145</b>	<b>38,038,046</b>	<b>973,901</b>	<b>3%</b>
Contingency	13,706,602	13,706,602	12,302,067	(1,404,535)	-10%
<b>Total expenditures</b>	<b>50,595,747</b>	<b>50,770,747</b>	<b>50,340,113</b>	<b>(430,634)</b>	<b>-1%</b>
Revenues under expenditures	(16,522,621)	(16,697,621)	(16,171,180)	526,441	-3%
Beginning Fund Balance	16,522,621	16,697,621	16,171,180	(526,441)	-3%
<b>Ending Fund Balances \$</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>FTE's</b>	<b>168.55</b>	<b>168.75</b>	<b>165.75</b>	<b>(3.00)</b>	<b>-2%</b>

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, 2015 and in May of 2020. This budget will be the second year of a five-year replacement levy where voters approved raising the rate to \$0.47 per thousand Assessed Value.

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, Family Promise and Boys and Girls Aid’s Safe Place Program.
3. **911 Capital** (234-169015): Provides funding for equipment upgrades for the county’s 911 Center – Washington County Consolidated Communications Agency (WCCCA).

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
LOL Administration	\$ 14,053,647	14,053,647	12,664,729	(1,388,918)	-10%
Emergency Shelter	1,320,037	1,320,037	1,357,725	37,688	3%
911 Capital	875,000	1,050,000	-	(1,050,000)	-100%
<b>Total</b>	<b>16,248,684</b>	<b>16,423,684</b>	<b>14,022,454</b>	<b>(2,401,230)</b>	<b>-15%</b>
<b>by category</b>					
Taxes	33,455,891	33,455,891	33,467,012	11,121	0%
<b>Total Revenues</b>	<b>33,455,891</b>	<b>33,455,891</b>	<b>33,467,012</b>	<b>11,121</b>	<b>0%</b>
Materials & Services	997,337	997,337	1,026,957	29,620	3%
Other	347,045	347,045	362,662	15,617	4%
Operating Transfers Out	1,197,700	1,372,700	330,768	(1,041,932)	-76%
<b>subtotal</b>	<b>2,542,082</b>	<b>2,717,082</b>	<b>1,720,387</b>	<b>(996,695)</b>	<b>-37%</b>
Contingency	13,706,602	13,706,602	12,302,067	(1,404,535)	-10%
<b>Total Expenditures</b>	<b>16,248,684</b>	<b>16,423,684</b>	<b>14,022,454</b>	<b>(2,401,230)</b>	<b>-15%</b>
<b>Revenues over expenditures</b>	<b>17,207,207</b>	<b>17,032,207</b>	<b>19,444,558</b>	<b>2,412,351</b>	<b>14%</b>
Resources allocated to other funds	(33,729,828)	(33,729,828)	(35,615,738)	(1,885,910)	6%
Beginning Fund Balance	16,522,621	16,697,621	16,171,180	(526,441)	-3%
<b>Ending Fund Balance \$</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	

**Budget Analysis:**

Expenditures, excluding Contingency, decrease \$996,695 (37%). Contingency decreases \$1,404,535 (10%). Beginning fund balance decreases \$526,441 (3%).

The beginning fund balance is reduced for the unplanned purchase of body worn cameras approved by the Board of County Commissioners in June 2021.

Property taxes increase slightly from the prior year related to changing property values and countywide projections during the prior year budget cycle. Other revenues are anticipated to remain stable with the continued reduction in interest earnings per budget instructions.

Expenditures decrease due primarily to the one-time payment to complete the new Washington County Emergency Communications System project. Professional Services, Contributions to Other Agencies, and the Transfer to Housing Services Fund increase with standard contract cost of living (COLA) increases included in the original Levy Plan. However, COLA decisions have not been made by the Board at the time of this budget preparation and these amounts may change prior to actual payments. Contingency is available to cover any additional cost associated with an increase in COLA that may be approved.

Contingency decreases and continues to be available to provide cash flow between July and November when taxes are received; and to ensure long term stability of the fund.

Support for Community partners and other organizational units are shown in the tables below.



<b>Public Safety Local Option Levy</b>	<b>2021-22 - Modified</b>	<b>2022-23 Proposed</b>	<b>Change</b>
<b>Shelter Support</b>			
Domestic Violence Resource Center	314,669	322,536	7,867
Community Action Shelter	234,294	244,837	10,543
Boys & Girls Aid Society Safe Place Program	50,206	51,461	1,255
Tigard Shelter (Good Neighbor Center)	351,308	360,091	8,783
Family Promise of Washington County	46,860	48,032	1,172
<b>Sub-Total Shelter Support</b>	<b>997,337</b>	<b>1,026,957</b>	<b>29,620</b>
<b>Transfers to Housing</b>			
Navigator	69,700	71,443	1,743
Education Specialist	53,000	54,325	1,325
Sojourners Rapid Rehousing	200,000	205,000	5,000
<b>Sub-Total Transfer to Housing Support</b>		<b>330,768</b>	<b>8,068</b>
<b>Family Justice Center</b>	347,045	362,662	15,617
<b>WCCCA - 911 Capital Support</b>	875,000	-	(875,000)
<b>Public Outreach for Election</b>	-	-	-
<b>Sub-Total Other Support</b>	<b>1,222,045</b>	<b>362,662</b>	<b>(859,383)</b>
<b>Total LOL Administration Support to Other Agencies</b>	<b>2,219,382</b>	<b>1,720,387</b>	<b>(821,695)</b>

<b>Public Safety Local Option Levy</b>	<b>2021-22 Subsidy</b>	<b>2022-23 Subsidy</b>	<b>Change</b>
<b>Sheriff's Office</b>			
Sheriff's Office Administration	3,467,275	3,648,973	181,698
Law Enforcement	14,722,835	14,771,227	48,392
Jail	3,833,745	4,548,077	714,332
<b>Total Sheriff's Office</b>	<b>22,023,855</b>	<b>22,968,277</b>	<b>944,422</b>
<b>District Attorney</b>	<b>3,870,888</b>	<b>4,238,246</b>	<b>367,358</b>
<b>Juvenile</b>	<b>2,110,860</b>	<b>2,198,760</b>	<b>87,900</b>
<b>Community Corrections</b>	<b>5,749,225</b>	<b>6,093,062</b>	<b>343,837</b>
<b>Total Support for Other Org Units</b>	<b>33,754,828</b>	<b>35,498,345</b>	<b>1,743,517</b>

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	
	2021-22	2021-22	2022-23	\$	%
Sheriff's Office Executive Administration	\$ 1,483,796	1,483,796	1,613,484	129,688	9%
Training	1,379,204	1,379,204	1,288,164	(91,040)	-7%
Law Enforcement Technology	604,275	604,275	747,325	143,050	24%
<b>Total</b>	<b>3,467,275</b>	<b>3,467,275</b>	<b>3,648,973</b>	<b>181,698</b>	<b>5%</b>
<b>by category</b>					
Personnel Services	2,572,832	2,572,832	2,721,627	148,795	6%
Materials & Services	150,344	150,344	171,382	21,038	14%
Other	40,032	40,032	40,428	396	1%
Interdepartmental	704,067	704,067	715,536	11,469	2%
<b>Total Expenditures</b>	<b>3,467,275</b>	<b>3,467,275</b>	<b>3,648,973</b>	<b>181,698</b>	<b>5%</b>
<b>Local Option Levy Fund Subsidy \$</b>	<b>3,467,275</b>	<b>3,467,275</b>	<b>3,648,973</b>	<b>181,698</b>	<b>5%</b>
<b>FTE's</b>	<b>16.00</b>	<b>16.00</b>	<b>16.00</b>	<b>-</b>	<b>0%</b>

**Budget Analysis:**

Expenditures increase \$181,698 (5%). Local Option Levy Fund subsidy increases \$181,698 (5%).

Personnel Services increase due primarily to salaries, retirement costs, and health benefits while staffing levels remain flat. Materials & Services reflect an increase that is in line with the funding parameters of the Public Safety Local Option Levy and covers a portion of the cost for strategic planning, and the increase in fleet-operations and maintenance costs for vehicles in this unit. Interdepartmental expenditures increase due to the County Cost Allocation Plan.

Other expenditures reflect the distribution of costs associated to the Washington County Consolidated Communications Agency.

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

1. **Patrol Operations** (234-402005): Provides traffic enforcement and accident investigation services; responds to citizen generated calls for service; patrols county roads, neighborhoods and businesses to prevent criminal activity.
2. **Investigations** (234-402010): Investigates crimes and criminal organizations related to Washington County by utilizing both traditional and undercover investigative methodologies. Investigations are conducted internally and through participation on interagency teams/task forces; investigators perform crime analysis and case management functions. The division also provides countywide services with regard to narcotics enforcement, fraud and identity theft enforcement, gang activity suppression, criminal intelligence, auto theft enforcement, sex offender registration and violent crimes.
3. **Records** (234-402015): Maintains, distributes and stores criminal and jail records; accepts citizen crime reports over the phone; collects fees for service from the public; processes inmate bail and processes warrants.
4. **Public Affairs** (234-402020): Communicates and promotes the values and mission of the agency with its various stakeholders. Responsible for all media relations and strategic communication. Represents the Sheriff's Office at various community events, groups and organizations. Regularly assesses the agency's communications needs and provides community based public safety education through a variety of communication channels. The unit works closely with patrol deputies to address neighborhood livability issues, nuisance properties and provides citizens aged 65 and older with assistance in reducing incidence and fear of criminal victimization.
5. **Civil** (234-402030): Processes and services protective orders and subpoenas. Enforces eviction orders, restraining orders, child custody orders and orders to seize and sell property. Responds to abandoned vehicle complaints.
6. **Forensics** (234-402040): Provides collection and analysis of forensic evidence from crime scenes.
7. **Evidence** (234-402045): Provides logging, tracking, and disposition of evidence inventory related to criminal cases.

LOL Law Enforcement 234-4020

Budget Detail

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
Patrol Operations	\$ 10,662,044	10,662,044	10,603,072	(58,972)	-1%
Investigations	2,481,073	2,481,073	2,515,878	34,805	1%
Records	426,967	426,967	460,301	33,334	8%
Public Affairs	171,678	171,678	178,212	6,534	4%
Civil	236,618	236,618	232,440	(4,178)	-2%
Forensics	530,980	530,980	550,678	19,698	4%
Evidence	239,975	239,975	268,306	28,331	12%
<b>Total</b>	<b>14,749,335</b>	<b>14,749,335</b>	<b>14,808,887</b>	<b>59,552</b>	<b>0%</b>
<b>by category</b>					
Charges for Services	23,000	23,000	23,000	-	0%
Interdepartmental	-	-	11,160	11,160	0%
Miscellaneous	3,500	3,500	3,500	-	0%
<b>Total Revenues</b>	<b>26,500</b>	<b>26,500</b>	<b>37,660</b>	<b>11,160</b>	<b>42%</b>
Personnel Services	10,345,341	10,345,341	10,214,808	(130,533)	-1%
Materials & Services	1,124,073	1,124,073	1,135,148	11,075	1%
Other	470,376	470,376	485,140	14,764	3%
Interdepartmental	2,647,045	2,647,045	2,858,169	211,124	8%
Operating Transfers Out	30,000	30,000	8,750	(21,250)	-71%
Capital Outlay	132,500	132,500	106,872	(25,628)	-19%
<b>Total Expenditures</b>	<b>14,749,335</b>	<b>14,749,335</b>	<b>14,808,887</b>	<b>59,552</b>	<b>0%</b>
<b>Local Option Levy Fund Subsidy</b>	<b>\$ 14,722,835</b>	<b>14,722,835</b>	<b>14,771,227</b>	<b>48,392</b>	<b>0%</b>
<b>FTE's</b>	<b>65.75</b>	<b>65.75</b>	<b>59.75</b>	<b>(6.00)</b>	<b>-9%</b>

**Budget Analysis:**

Revenues increase \$11,160 (42%).

COVID-19 impacted revenues related to Charges for Services in the previous fiscal year, however, forecasted revenues for next fiscal year reflect an increase with operations normalizing in these services. An additional revenue in the Interdepartmental category is provided by the County Fair for law enforcement services provided during the event.

The 2020 Census data reduced the fiscal year 2021-22 forecasted population estimates for county-wide unincorporated population from 272,213 to 243,474; a reduction of nearly 29,000 in population. As a direct result of the revised population estimates, this budget reduces 6.00 Deputy positions in this organization unit and is reflected in Personnel Services.

Materials & Services increases slightly in line with the funding parameters of the Public Safety Local Option Levy. Training and Education increase with associated travel to support personnel in specialized and technical training related to their job functions as well as career development. Other expenditures reflect the distribution of costs associated to the Washington County Consolidated Communications Agency. Interdepartmental expenditures reflects an increase in the County Cost Allocation Plan offset by a decrease in the costs associated to Information Technology Service needs.

A decrease in Transfers to other funds is due to a reduction in requirements related to Facilities & Parks Services capital projects. Capital Outlay decreases in the replacement of vehicles based on recommendation from Fleet Services and also includes a request for equipment needs that are over the capital purchase level and are not supported by the Materials & Services small tools allocation.

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

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

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
Jail Housing / Security	\$ 3,833,745	3,833,745	4,665,470	831,725	22%
<b>Total</b>	<b>3,833,745</b>	<b>3,833,745</b>	<b>4,665,470</b>	<b>831,725</b>	<b>22%</b>
<b>by category</b>					
Personnel Services	2,558,857	2,558,857	3,082,392	523,535	20%
Materials & Services	272,373	272,373	344,136	71,763	26%
Interdepartmental	980,015	980,015	1,188,942	208,927	21%
Operating Transfers Out	15,000	15,000	50,000	35,000	233%
Capital Outlay	7,500	7,500	-	(7,500)	-100%
<b>Total Expenditures</b>	<b>3,833,745</b>	<b>3,833,745</b>	<b>4,665,470</b>	<b>831,725</b>	<b>22%</b>
<b>Local Option Levy Fund Subsidy \$</b>	<b>3,833,745</b>	<b>3,833,745</b>	<b>4,665,470</b>	<b>831,725</b>	<b>22%</b>
<b>FTE's</b>	<b>17.50</b>	<b>17.50</b>	<b>21.50</b>	<b>4.00</b>	<b>23%</b>

**Budget Analysis:**

Expenditures increase \$831,725 (22%). Local Option Levy Fund subsidy increases \$831,725 (22%).

Personnel Services increases due to the addition of 2.00 FTE Jail Deputy positions scheduled in the Public Safety Local Option Levy and conversion of 2.00 FTE of the 6.00 FTE Patrol Deputy positions (which were reduced based on revised population estimates in the 2020 Census) to Jail Deputies.

Materials & Services increase due to funding parameters of the Public Safety Local Option Levy while including resources to offset previous years' reduction in services contracts, supplies and small tools, and replacement items. Training and education, with associated travel expenses, to support personnel in specialized and technical training related to their job functions is included in this request. Interdepartmental expenditures increase due to the County Cost Allocation Plan as well as funding for the replacement of the automated fingerprint identification system that Oregon State Police (OSP) required all agencies to upgrade to a newer platform. Capital Outlay is reduced with the removal of replacement funds for large kitchen and laundry equipment and no new vehicle requests.



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	
	2021-22	2021-22	2022-23	\$	%
Child Support Enforcement	\$ 787,256	787,256	1,020,545	233,289	30%
Criminal Prosecution Services	3,396,631	3,396,631	3,617,006	220,375	6%
Victim Assistance	252,736	252,736	264,956	12,220	5%
<b>Total</b>	<b>4,436,623</b>	<b>4,436,623</b>	<b>4,902,507</b>	<b>465,884</b>	<b>11%</b>
<b>by category</b>					
Intergovernmental	565,735	565,735	664,261	98,526	17%
<b>Total Revenues</b>	<b>565,735</b>	<b>565,735</b>	<b>664,261</b>	<b>98,526</b>	<b>17%</b>
Personnel Services	3,874,400	3,874,400	4,278,556	404,156	10%
Materials & Services	66,450	66,450	67,700	1,250	2%
Interdepartmental	495,773	495,773	556,251	60,478	12%
<b>Total Expenditures</b>	<b>4,436,623</b>	<b>4,436,623</b>	<b>4,902,507</b>	<b>465,884</b>	<b>11%</b>
<b>Local Option Levy Fund Subsidy</b>	<b>\$ 3,870,888</b>	<b>3,870,888</b>	<b>4,238,246</b>	<b>367,358</b>	<b>9%</b>
<b>FTE's</b>	<b>26.30</b>	<b>26.50</b>	<b>26.50</b>	<b>-</b>	<b>0%</b>

**Budget Analysis:**

Revenues increase \$98,526 (17%). Expenditures increase \$465,884 (11%). Local Option Levy Fund subsidy increases \$367,358 (9%).

Revenues increase due to additional federal funding for Support Enforcement to offset a portion of yearly personnel cost increases.

Personnel Services increase due to salaries, retirement costs, health benefits, and the addition of 1.00 FTE Deputy District Attorney IV at the end of fiscal year 2021-2022. This new position is funded by the levy to offset the increase in Domestic Violence and Child Abuse cases.

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

1. **Basic Services (234-501005):** Accounts for the funding to support additional assessment, early intervention and probation and court services.
2. **Secure Detention (234-501015):** Accounts for the funding to support additional secure juvenile detention beds (from 14 to 18 beds, as needed) and related juvenile program contracted services.

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
Basic Services	\$ 1,555,413	1,555,413	1,731,325	175,912	11%
Secure Detention	555,447	555,447	467,435	(88,012)	-16%
<b>Total</b>	<b>2,110,860</b>	<b>2,110,860</b>	<b>2,198,760</b>	<b>87,900</b>	<b>4%</b>
<b>by category</b>					
Miscellaneous	25,000	25,000	-	(25,000)	-100%
<b>Total Revenues</b>	<b>25,000</b>	<b>25,000</b>	<b>-</b>	<b>(25,000)</b>	<b>-100%</b>
Personnel Services	1,306,163	1,306,163	1,457,035	150,872	12%
Materials & Services	568,809	568,809	481,293	(87,516)	-15%
Other	5,000	5,000	5,000	-	0%
Interdepartmental	230,888	230,888	255,432	24,544	11%
<b>Total Expenditures</b>	<b>2,110,860</b>	<b>2,110,860</b>	<b>2,198,760</b>	<b>87,900</b>	<b>4%</b>
<b>Local Option Levy Fund Subsidy</b>	<b>\$ 2,085,860</b>	<b>2,085,860</b>	<b>2,198,760</b>	<b>112,900</b>	<b>5%</b>
<b>FTE's</b>	<b>10.00</b>	<b>10.00</b>	<b>10.00</b>	<b>-</b>	<b>0%</b>

**Budget Analysis:**

Revenues decrease \$25,000 (100%). Expenditures increase \$87,900 (4%). Local Option Levy Fund subsidy increases \$112,900 (5%).

There are no Revenues due to legislation to eliminate collection of insurance co-pays by Juvenile Departments.

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

Materials and Services decrease due to less contract expenditures with community agencies to provide treatment to youth. As part of the Public Safety Local Option Levy programming, the Juvenile Department implemented a new contracted Diversion Program in fiscal year 2021-22 that was awarded to Latino Network. This contracted service is for low-level first-time offenders, ages 11-17, who have been charged by law enforcement with misdemeanor and violation offenses. The goal of the diversion program is to provide referred youth and families an assessment and any additional service referrals to support accountability, service needs and prevention from further referral or deeper involvement in the juvenile justice system.

This budget houses Public Safety Local Option Levy funds dedicated to the enhancement and maintenance of a wide array of Community Corrections services, in all major department areas (also see organization unit 188-5515 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	
	2021-22	2021-22	2022-23	\$	%
Comm Corr- Program Svs LOL	\$ 465,692	465,692	477,334	11,642	2%
Comm Corr- Parole/Probation LOL	2,385,471	2,385,471	2,587,537	202,066	8%
Comm Corr- Expansion LOL	2,544,630	2,544,630	2,663,907	119,277	5%
Comm Corr- Drug Court Services LOL	353,432	353,432	364,284	10,852	3%
<b>Total</b>	<b>5,749,225</b>	<b>5,749,225</b>	<b>6,093,062</b>	<b>343,837</b>	<b>6%</b>
<b>by category</b>					
Personnel Services	4,117,653	4,117,653	4,241,321	123,668	3%
Materials & Services	506,416	506,416	540,124	33,708	7%
Interdepartmental	1,125,156	1,125,156	1,311,617	186,461	17%
<b>Total Expenditures</b>	<b>5,749,225</b>	<b>5,749,225</b>	<b>6,093,062</b>	<b>343,837</b>	<b>6%</b>
<b>Local Option Levy Fund Subsidy</b>	<b>\$ 5,749,225</b>	<b>5,749,225</b>	<b>6,093,062</b>	<b>343,837</b>	<b>6%</b>
<b>FTE's</b>	<b>33.00</b>	<b>33.00</b>	<b>32.00</b>	<b>(1.00)</b>	<b>-3%</b>

**Budget Analysis:**

Expenditures increase \$343,837 (6%). Local Option Levy Fund subsidy increases \$343,837 (6%).

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

Materials and Services increase due to costs for Mentor Services.

Interdepartmental expenditures increase due to the County Cost Allocation Plan.

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

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

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

Civil Forfeitures 238-4090

Budget Detail

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
Federal Forfeitures	\$ 32,988	32,988	34,610	1,622	5%
Federal Non-Department of Justice Forfeitures	98,500	98,500	98,500	-	0%
State Criminal Forfeitures	10,000	10,000	10,000	-	0%
State Civil Forfeitures	390,800	390,800	475,224	84,424	22%
<b>Total</b>	<b>532,288</b>	<b>532,288</b>	<b>618,334</b>	<b>86,046</b>	<b>16%</b>
<b>by category</b>					
Personnel Services	-	-	7,500	7,500	0%
Materials & Services	93,988	93,988	95,610	1,622	2%
Other	55,000	55,000	80,000	25,000	45%
Interdepartmental	142,058	142,058	169,652	27,594	19%
<b>subtotal</b>	<b>291,046</b>	<b>291,046</b>	<b>352,762</b>	<b>61,716</b>	<b>21%</b>
Contingency	241,242	241,242	265,572	24,330	10%
<b>Total Expenditures</b>	<b>532,288</b>	<b>532,288</b>	<b>618,334</b>	<b>86,046</b>	<b>16%</b>
<b>Revenues under Expenditures</b>	<b>(532,288)</b>	<b>(532,288)</b>	<b>(618,334)</b>	<b>(86,046)</b>	<b>16%</b>
Beginning Fund Balance	532,288	532,288	618,334	86,046	16%
<b>Ending Fund Balance</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	

**Budget Analysis:**

Expenditures, excluding Contingency, increase \$61,716 (21%). Contingency increases \$24,330 (10%). Beginning fund balance increases \$86,046 (16%).

Forfeiture guidelines prohibit budgeting for anticipated revenue. Expenditures are approved by the Westside Interagency Narcotics User Board and reflect the use of currently available resources for the most appropriate purchases of goods and services allowed by forfeiture guidelines.

Personnel Services reflects the costs associated for overtime paid to the partner agencies. Sheriff's Office overtime costs over and above the federal cap are moved to Interdepartmental expenditures.

Material & Services increase due to Fleet Services operations and maintenance on vehicles in this organization unit. Interfund expenditures increase in support of the Air Support Unit; as well as overtime in excess of federal cap or not reimbursed by High Intensity Drug Trafficking Area (HIDTA) or Organized Crime Drug Enforcement Task Force (OCDETF). Additionally, this category increases due to the County Cost Allocation Plan. Other expenditures increase to allow for distributions of state forfeited funds. When money is forfeited, state statute requires distribution of funds to the pre-determined asset forfeiture distribution contacts. In recent years, there has been an increase in these special expenditures.

Contingency is allocated in this fund for the pre-judgement required fees and expenses and for post-judgement distributions required by state statute.

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# Land Use & Transportation

Long Range Planning .....	100-6010
Watermaster .....	100-9610
Engineering Services .....	168-6030
Administration .....	168-6040
Road Fund Administration .....	168-6045
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# LAND USE & TRANSPORTATION

# BUDGET OVERVIEW

Land Use & Transportation is committed to meeting the needs of Washington County communities by addressing growth while supporting mobility, safety, livability, environmental stewardship and quality of life in a fiscally sustainable and responsible manner.

Land Use & Transportation is responsible for land use planning, development review and permitting building construction outside cities; countywide and regional land use and transportation planning coordination; engineering, design, construction, maintenance and operations on the County road system and roads in the Urban Road Maintenance District; and public surveying.

Organization Unit	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
Long Range Planning	\$ 4,962,296	4,962,296	5,344,903	382,607	8%
Watermaster	234,221	234,221	236,867	2,646	1%
Engineering Services	10,904,874	11,589,874	12,641,708	1,051,834	9%
Administration	4,130,772	4,130,772	5,009,340	878,568	21%
Road Fund Administration	27,091,084	39,452,517	36,598,159	(2,854,358)	-7%
Capital Project Management	9,004,433	9,004,433	9,986,651	982,218	11%
Operations & Maintenance	33,146,413	35,555,413	37,906,374	2,350,961	7%
Public Land Corner	2,931,703	2,931,703	2,903,215	(28,488)	-1%
Current Planning	3,759,863	3,759,863	3,209,184	(550,679)	-15%
Building Services	17,745,634	17,745,634	14,704,861	(3,040,773)	-17%
Statewide Transportation Improvement	1,869,428	3,209,694	3,522,960	313,266	10%
Maintenance Improvement	396,983	396,983	429,280	32,297	8%
Surveyor	2,205,634	2,205,634	2,103,280	(102,354)	-5%
<b>Totals</b>	<b>118,383,338</b>	<b>135,179,037</b>	<b>134,596,782</b>	<b>(582,255)</b>	<b>0%</b>
General Fund	5,196,517	5,196,517	5,581,770	385,253	7%
Special Funds	113,186,821	129,982,520	129,015,012	(967,508)	-1%
<b>Totals \$</b>	<b>118,383,338</b>	<b>135,179,037</b>	<b>134,596,782</b>	<b>(582,255)</b>	<b>0%</b>
<b>FTE's</b>	<b>338.55</b>	<b>338.55</b>	<b>339.55</b>	<b>1.00</b>	<b>0%</b>

# LAND USE & TRANSPORTATION

# BUDGET OVERVIEW

Category Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
Taxes	\$ 800,000	800,000	850,000	50,000	6%
Licenses & Permits	4,558,545	4,558,545	4,898,000	339,455	7%
Intergovernmental	41,503,180	45,720,340	48,650,133	2,929,793	6%
Charges for Services	14,102,708	14,102,708	16,387,811	2,285,103	16%
Fines & Forfeitures	100	100	500	400	400%
Interdepartmental	13,824,634	13,824,634	14,145,851	321,217	2%
Miscellaneous	257,494	257,494	219,818	(37,676)	-15%
Operating Transfers In	5,173,488	5,373,965	3,379,112	(1,994,853)	-37%
<b>Total Revenues</b>	<b>80,220,149</b>	<b>84,637,786</b>	<b>88,531,225</b>	<b>3,893,439</b>	<b>5%</b>
Personnel Services	44,901,125	44,901,125	47,491,196	2,590,071	6%
Materials & Services	23,186,451	27,600,717	26,198,525	(1,402,192)	-5%
Other	125,250	125,250	105,850	(19,400)	-15%
Interdepartmental	13,534,134	13,559,134	18,040,970	4,481,836	33%
Operating Transfers Out	9,979,168	17,579,168	17,928,934	349,766	2%
Capital Outlay	457,488	457,488	682,842	225,354	49%
<b>subtotal</b>	<b>92,183,616</b>	<b>104,222,882</b>	<b>110,448,317</b>	<b>6,225,435</b>	<b>6%</b>
Contingency	26,199,722	30,956,155	24,148,465	(6,807,690)	-22%
<b>Total Expenditures</b>	<b>118,383,338</b>	<b>135,179,037</b>	<b>134,596,782</b>	<b>(582,255)</b>	<b>0%</b>
Revenues under expenditures	(38,163,189)	(50,541,251)	(46,065,557)	4,475,694	-9%
General Fund Subsidy	1,276,007	1,276,007	1,266,452	(9,555)	-1%
Special Funds Beginning Balances	36,887,182	49,265,244	44,799,105	(4,466,139)	-9%
<b>Ending Fund Balances \$</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	

The Long Range Planning Organization Unit 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, and transportation system plan. The organization unit also provides various economic and demographic analyses to County departments and outside agencies.

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

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
Community Planning	\$ 2,835,042	2,835,042	2,921,877	86,835	3%
Transportation Planning	2,127,254	2,127,254	2,423,026	295,772	14%
<b>Total</b>	<b>4,962,296</b>	<b>4,962,296</b>	<b>5,344,903</b>	<b>382,607</b>	<b>8%</b>
<b>by category</b>					
Intergovernmental	535,000	535,000	535,000	-	0%
Charges for Services	67,250	67,250	142,250	75,000	112%
Interdepartmental	1,587,254	1,587,254	1,883,026	295,772	19%
Operating Transfers In	1,575,000	1,575,000	1,593,069	18,069	1%
<b>Total Revenues</b>	<b>3,764,504</b>	<b>3,764,504</b>	<b>4,153,345</b>	<b>388,841</b>	<b>10%</b>
Personnel Services	3,738,645	3,738,645	4,005,051	266,406	7%
Materials & Services	1,009,044	1,009,044	1,245,353	236,309	23%
Interdepartmental	214,607	214,607	94,499	(120,108)	-56%
<b>Total Expenditures</b>	<b>4,962,296</b>	<b>4,962,296</b>	<b>5,344,903</b>	<b>382,607</b>	<b>8%</b>
<b>General Fund Subsidy \$</b>	<b>1,197,792</b>	<b>1,197,792</b>	<b>1,191,558</b>	<b>(6,234)</b>	<b>-1%</b>
<b>FTE's</b>	<b>26.27</b>	<b>26.27</b>	<b>26.27</b>	<b>-</b>	<b>0%</b>

**Budget Analysis:**

Revenues increase \$388,841 (10%). Expenditures increase \$382,607 (8%). General Fund subsidy decreases \$6,234 (1%).

Long Range Planning revenues increase for fiscal year 2022-23 due primarily to revenues transferred from the Lottery Fund, as well as the multi-year grant in Transportation Planning. Charges for Services decline due to fewer plan amendments, and the Road Fund transfer increases to offset expenditures for professional services and consultant costs in Transportation Planning.

Personnel Services increase due to salaries, retirement costs and health benefits. Materials and Services increase due to professional consulting services associated with the Community Development Code audit and Phase 1 Update, Tier 1 Contingency Work Program tasks, and the Regional Flexible Funds Allocation (RFFA) grant for Council Creek Trail, as well as the Countywide Transit Study.

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

- Watermaster (100-961005):** This program encompasses the functions and services provided by the Watermaster including the following special sub-programs which are 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	
	2021-22	2021-22	2022-23	\$	%
Watermaster	\$ 234,221	234,221	236,867	2,646	1%
<b>Total</b>	<b>234,221</b>	<b>234,221</b>	<b>236,867</b>	<b>2,646</b>	<b>1%</b>
<b>by category</b>					
Intergovernmental	145,486	145,486	151,173	5,687	4%
Charges for Services	10,520	10,520	10,800	280	3%
<b>Total Revenues</b>	<b>156,006</b>	<b>156,006</b>	<b>161,973</b>	<b>5,967</b>	<b>4%</b>
Personnel Services	215,845	215,845	205,454	(10,391)	-5%
Materials & Services	18,376	18,376	31,413	13,037	71%
<b>Total Expenditures</b>	<b>234,221</b>	<b>234,221</b>	<b>236,867</b>	<b>2,646</b>	<b>1%</b>
<b>General Fund Subsidy \$</b>	<b>78,215</b>	<b>78,215</b>	<b>74,894</b>	<b>(3,321)</b>	<b>-4%</b>
<b>FTE's</b>	<b>1.94</b>	<b>1.94</b>	<b>1.94</b>	<b>-</b>	<b>0%</b>

**Budget Analysis:**

Revenues increase \$5,967 (4%). Expenditures increase \$2,646 (1%). General Fund subsidy decreases \$3,321 (4%).

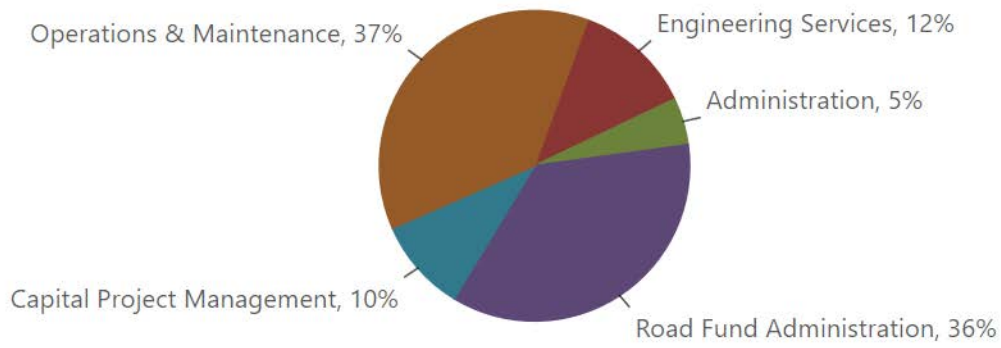
Revenues increase slightly due to intergovernmental revenues paid by cooperators for the operation and maintenance of stream gaging stations in the Tualatin Basin, and the increase in Rural surcharge fees associated with a strong housing market in the unincorporated Washington County areas.

Personnel Services expenditures decrease due to the new Assistant Watermaster being hired at the starting point of the pay range.

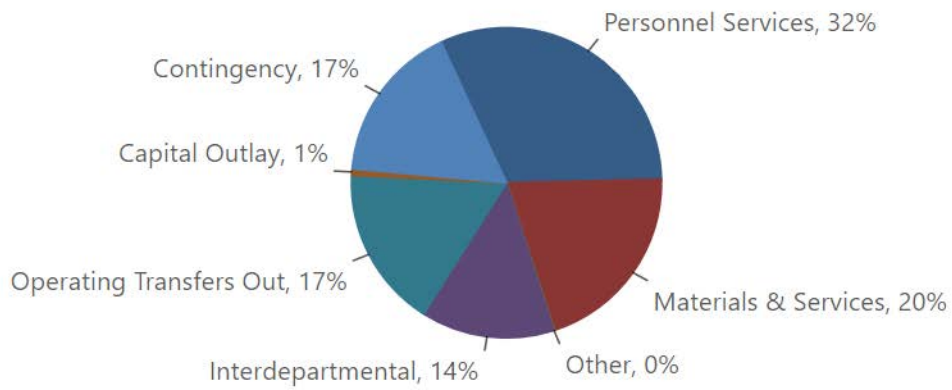
Materials and Services expenditures increase due to costs allocated for replacement of the aged streamflow equipment and for the replacement of a Flow Tracker 1.

Cost savings from fiscal year 2021-22 will cover the cost of much needed streamflow equipment.

Expenditures by Org Unit



Expenditures by Category



# ROAD FUND 168

# BUDGET OVERVIEW

Organization Unit	Adopted	Modified	Proposed	Change		
	2021-22	2021-22	2022-23	\$	%	
Engineering Services	\$ 2,617,688	2,617,688	3,143,959	526,271	20%	
Administration	1,460,343	1,460,343	1,550,998	90,655	6%	
Road Fund Administration	47,185,000	49,882,637	53,460,000	3,577,363	7%	
Capital Project Management	8,664,336	8,664,336	8,785,190	120,854	1%	
Operations & Maintenance	2,319,627	2,319,627	2,088,219	(231,408)	-10%	
<b>Total Revenues</b>	<b>62,246,994</b>	<b>64,944,631</b>	<b>69,028,366</b>	<b>4,083,735</b>	<b>6%</b>	
Engineering Services	10,904,874	11,589,874	12,641,708	1,051,834	9%	
Administration	4,130,772	4,130,772	5,009,340	878,568	21%	
Road Fund Administration	27,091,084	39,452,517	36,598,159	(2,854,358)	-7%	
Capital Project Management	9,004,433	9,004,433	9,986,651	982,218	11%	
Operations & Maintenance	33,146,413	35,555,413	37,906,374	2,350,961	7%	
<b>Total Expenditures</b>	<b>84,277,576</b>	<b>99,733,009</b>	<b>102,142,232</b>	<b>2,409,223</b>	<b>2%</b>	
	<b>Revenues under expenditures</b>	<b>(22,030,582)</b>	<b>(34,788,378)</b>	<b>(33,113,866)</b>	<b>1,674,512</b>	<b>-5%</b>
Beginning Fund Balance	22,030,582	34,788,378	33,113,866	(1,674,512)	-5%	
<b>Ending Fund Balances</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>		
<b>by category</b>						
Taxes	800,000	800,000	850,000	50,000	6%	
Licenses & Permits	248,000	248,000	248,000	-	0%	
Intergovernmental	39,129,000	41,826,637	44,247,000	2,420,363	6%	
Charges for Services	8,626,000	8,626,000	10,350,331	1,724,331	20%	
Interdepartmental	11,536,051	11,536,051	11,777,537	241,486	2%	
Miscellaneous	231,600	231,600	191,600	(40,000)	-17%	
Operating Transfers In	1,676,343	1,676,343	1,363,898	(312,445)	-19%	
<b>Total revenues</b>	<b>62,246,994</b>	<b>64,944,631</b>	<b>69,028,366</b>	<b>4,083,735</b>	<b>6%</b>	
Personnel Services	30,193,411	30,193,411	32,251,274	2,057,863	7%	
Materials & Services	19,715,758	22,809,758	20,818,538	(1,991,220)	-9%	
Other	53,750	53,750	47,750	(6,000)	-11%	
Interdepartmental	9,332,956	9,332,956	14,206,507	4,873,551	52%	
Operating Transfers Out	9,323,139	16,923,139	17,178,294	255,155	2%	
Capital Outlay	457,488	457,488	682,842	225,354	49%	
<b>subtotal</b>	<b>69,076,502</b>	<b>79,770,502</b>	<b>85,185,205</b>	<b>5,414,703</b>	<b>7%</b>	
Contingency	15,201,074	19,962,507	16,957,027	(3,005,480)	-15%	
<b>Total expenditures</b>	<b>84,277,576</b>	<b>99,733,009</b>	<b>102,142,232</b>	<b>2,409,223</b>	<b>2%</b>	
Revenues under expenditures	(22,030,582)	(34,788,378)	(33,113,866)	1,674,512	-5%	
Beginning Fund Balance	22,030,582	34,788,378	33,113,866	(1,674,512)	-5%	
<b>Ending Fund Balances \$</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>		
<b>FTE's</b>	<b>230.63</b>	<b>230.63</b>	<b>232.63</b>	<b>2.00</b>	<b>1%</b>	



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

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

# Engineering Services 168-6030

# Budget Detail

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
Engineering Administration	\$ 1,929,166	1,929,166	2,956,034	1,026,868	53%
Engineering Design Review	2,010,623	2,010,623	2,304,227	293,604	15%
Traffic Engineering	6,028,758	6,713,758	6,389,632	(324,126)	-5%
Survey Road	936,327	936,327	991,815	55,488	6%
<b>Total</b>	<b>10,904,874</b>	<b>11,589,874</b>	<b>12,641,708</b>	<b>1,051,834</b>	<b>9%</b>
<b>by category</b>					
Intergovernmental	129,000	129,000	147,000	18,000	14%
Charges for Services	437,000	437,000	621,711	184,711	42%
Interdepartmental	2,000,688	2,000,688	2,307,248	306,560	15%
Miscellaneous	51,000	51,000	68,000	17,000	33%
<b>Total Revenues</b>	<b>2,617,688</b>	<b>2,617,688</b>	<b>3,143,959</b>	<b>526,271</b>	<b>20%</b>
Personnel Services	7,032,448	7,032,448	7,739,349	706,901	10%
Materials & Services	1,996,205	2,681,205	1,986,833	(694,372)	-26%
Interdepartmental	1,823,475	1,823,475	2,726,026	902,551	49%
Capital Outlay	52,746	52,746	189,500	136,754	259%
<b>Total Expenditures</b>	<b>10,904,874</b>	<b>11,589,874</b>	<b>12,641,708</b>	<b>1,051,834</b>	<b>9%</b>
<b>Road Fund Subsidy \$</b>	<b>8,287,186</b>	<b>8,972,186</b>	<b>9,497,749</b>	<b>525,563</b>	<b>6%</b>
<b>FTE's</b>	<b>50.28</b>	<b>50.28</b>	<b>50.28</b>	<b>-</b>	<b>0%</b>

## Budget Analysis:

Revenues increase \$526,271 (20%). Expenditures increase \$1,051,834 (9%). Road Fund subsidy increases \$525,563 (6%).

Revenues increase over last year, due to a forecasted increase in development activity. Other revenue streams for this organization unit remain consistent with the previous year.

Personnel Services increases due to salaries, retirement costs, health benefits. Vacancies are anticipated to be filled to meet customer service and project delivery demands.

Materials and Services decrease due to the planned expenditure for the Asset Management Project in fiscal year 2021-22. Reductions in training and travel, modest increases in road construction supplies, communication services, and fleet internal charges round out the changes in this category.

Interdepartmental expenditures increase due to indirect charges from the County Cost Allocation Plan and the anticipated seismic retrofit at the Walnut Street Center.

Capital Outlay increases due to the addition of a Bucket Truck.

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

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

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
LUT Administration	\$ 4,130,772	4,130,772	5,009,340	878,568	21%
<b>Total</b>	<b>4,130,772</b>	<b>4,130,772</b>	<b>5,009,340</b>	<b>878,568</b>	<b>21%</b>
<b>by category</b>					
Charges for Services	62,500	62,500	80,000	17,500	28%
Interdepartmental	94,000	94,000	107,100	13,100	14%
Miscellaneous	2,500	2,500	-	(2,500)	-100%
Operating Transfers In	1,301,343	1,301,343	1,363,898	62,555	5%
<b>Total Revenues</b>	<b>1,460,343</b>	<b>1,460,343</b>	<b>1,550,998</b>	<b>90,655</b>	<b>6%</b>
Personnel Services	3,269,525	3,269,525	3,978,690	709,165	22%
Materials & Services	248,064	248,064	276,149	28,085	11%
Interdepartmental	613,183	613,183	754,501	141,318	23%
<b>subtotal</b>	<b>4,130,772</b>	<b>4,130,772</b>	<b>5,009,340</b>	<b>878,568</b>	<b>21%</b>
Contingency	-	-	-	-	0%
<b>Total Expenditures</b>	<b>4,130,772</b>	<b>4,130,772</b>	<b>5,009,340</b>	<b>878,568</b>	<b>21%</b>
<b>Revenues under expenditures</b>	<b>(2,670,429)</b>	<b>(2,670,429)</b>	<b>(3,458,342)</b>	<b>(787,913)</b>	<b>30%</b>
Resources allocated to other funds	(19,360,153)	(32,117,949)	(29,655,524)	2,462,425	-8%
Beginning Fund Balance	22,030,582	34,788,378	33,113,866	(1,674,512)	-5%
<b>Ending Fund Balance \$</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>FTE's</b>	<b>23.00</b>	<b>23.00</b>	<b>25.00</b>	<b>2.00</b>	<b>9%</b>

**Budget Analysis:**

Revenues increase \$90,655 (6%). Expenditures increase \$878,568 (21%). Beginning fund balance decreases \$1,674,512 (5%).

Total revenues increase primarily due to Operating transfers received from the department divisions for billed indirect costs. Additionally, a modest increase in subdivision administration reflects increased staff effort to support the Facility Permit process.

Personnel Services expenditures increase due to the addition of 2.00 FTE Equity, Diversity, and Inclusion related positions and the filling of previously vacant positions: Assistant Director, Learning & Development Specialist, and other vacancies. Materials and Services expenditures increase due to professional services for coaching/training consultants and additional costs for Equity, Diversity, and Inclusion training. Interdepartmental expenditures increase due to Information Technology Services client support and the County Cost Allocation Plan expenditures.

# Road Fund Administration 168-6045

# Budget Detail

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

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

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
Road Fund Administration	\$ 27,091,084	39,452,517	36,598,159	(2,854,358)	-7%
<b>Total</b>	<b>27,091,084</b>	<b>39,452,517</b>	<b>36,598,159</b>	<b>(2,854,358)</b>	<b>-7%</b>
<b>by category</b>					
Taxes	800,000	800,000	850,000	50,000	6%
Intergovernmental	38,000,000	40,697,637	43,100,000	2,402,363	6%
Charges for Services	8,000,000	8,000,000	9,500,000	1,500,000	19%
Miscellaneous	10,000	10,000	10,000	-	0%
Operating Transfers In	375,000	375,000	-	(375,000)	-100%
<b>Total Revenues</b>	<b>47,185,000</b>	<b>49,882,637</b>	<b>53,460,000</b>	<b>3,577,363</b>	<b>7%</b>
Materials & Services	1,025,000	1,025,000	650,000	(375,000)	-37%
Other	34,000	34,000	34,000	-	0%
Interdepartmental	1,507,871	1,507,871	1,778,838	270,967	18%
Operating Transfers Out	9,323,139	16,923,139	17,178,294	255,155	2%
Contingency	15,201,074	19,962,507	16,957,027	(3,005,480)	-15%
<b>Total Expenditures</b>	<b>27,091,084</b>	<b>39,452,517</b>	<b>36,598,159</b>	<b>(2,854,358)</b>	<b>-7%</b>
<b>Road Fund Subsidy</b>	<b>\$ (20,093,916)</b>	<b>(10,430,120)</b>	<b>(16,861,841)</b>	<b>(6,431,721)</b>	<b>62%</b>

***Budget Analysis:***

Revenues increase \$3,577,363 (7%). Expenditures decrease \$2,854,358 (7%). Road Fund subsidy decreases \$6,431,721 (62%).

Road Fund revenues reflect a modest increase as the impacts of the COVID-19 pandemic decline. The State Highway Revenue Apportionment and Vehicle Registration Fees reflect growth over last year's budget commensurate with current activity.

Materials and Services expenditures decrease due to lower professional services costs. Projects that require consultant support include Upper Boones Ferry I-5 study, transportation priority funding packets and preparation of grant applications. Additional expenditures previously budgeted in the Road Fund are now budgeted in the Major Streets Transportation Improvement Program (MSTIP) Fund in preparation for future MSTIP program development.

Transfers to fund various transportation infrastructure capital projects have increased. A significant investment to support the Americans with Disabilities Act (ADA) curb ramp upgrades and pedestrian improvements continue as does the design of one bridge (Stringtown Bridge reflected as a transfer to MSTIP). The Hagg Lake slide repair is slated for construction.

With careful planning, the contingency for Road Fund remains stable to maintain resiliency in the event of an emergency and flexibility to respond to unforeseen priority transportation needs.

# Capital Project Management 168-6050

# Budget Detail

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

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
CPS Administration	\$ 2,813,621	2,813,621	3,679,083	865,462	31%
Right of Way	827,767	827,767	821,575	(6,192)	-1%
Project Delivery	5,363,045	5,363,045	5,485,993	122,948	2%
<b>Total</b>	<b>9,004,433</b>	<b>9,004,433</b>	<b>9,986,651</b>	<b>982,218</b>	<b>11%</b>
<b>by category</b>					
Interdepartmental	8,664,336	8,664,336	8,785,190	120,854	1%
<b>Total Revenues</b>	<b>8,664,336</b>	<b>8,664,336</b>	<b>8,785,190</b>	<b>120,854</b>	<b>1%</b>
Personnel Services	6,942,034	6,942,034	7,073,178	131,144	2%
Materials & Services	461,034	461,034	366,652	(94,382)	-20%
Interdepartmental	1,529,723	1,529,723	2,537,479	1,007,756	66%
Capital Outlay	71,642	71,642	9,342	(62,300)	-87%
<b>Total Expenditures</b>	<b>9,004,433</b>	<b>9,004,433</b>	<b>9,986,651</b>	<b>982,218</b>	<b>11%</b>
Road Fund Subsidy	340,097	340,097	1,201,461	861,364	253%
<b>FTE's</b>	<b>46.35</b>	<b>46.35</b>	<b>46.35</b>	<b>-</b>	<b>0%</b>



***Budget Analysis:***

Revenues increase \$120,854 (1%). Expenditures increase \$982,218 (11%). Road Fund subsidy increases \$861,364 (253%).

Intradepartmental revenues increase due to fluctuations in the capital project delivery schedule. Personnel Services increase due to salaries, retirement costs, and health benefits.

Materials & Services decrease due to the removal of consultant contracts (\$90,000). Training and Education, Travel expense, and Private mileage are reduced to a total of no more than 0.5% of personnel costs, plus an additional \$3,442 allocated specifically for Equity and Inclusion trainings. An increase of \$6,775 is allocated for fleet expenses above the Matrix allocation for four vehicle laptop stands.

Interdepartmental Charges increase due to an increase in County Cost Allocation Plan charges (\$165,963), Information Technology Service projects (\$96,465), and Facilities Capital charges for the tenant improvements of the seismic upgrades at Walnut Street Center (\$749,703).

Capital Outlay decreases due to a reduction in the number of new vehicles requested. No new vehicles will be purchased in fiscal year 2022-23.

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

1. **Operations Administration** (168-606005): Provides leadership, management and support of operations within the division.
2. **Roadway Surfaces** (168-606010): Protects the structural integrity of county roads. Performs maintenance on roadways, including asphalt overlays, patching, surface sealing, street sweeping, gravel applications and grading.
3. **Operations Engineering** (168-606015): Assures all construction on roads, bridges, drainage systems and miscellaneous structures within the county rights-of-way are built 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	
	2021-22	2021-22	2022-23	\$	%
Operations Administration	\$ 6,500,281	6,500,281	8,918,481	2,418,200	37%
Roadway Surfaces	4,342,472	4,342,472	4,531,836	189,364	4%
Operations Engineering	14,002,567	16,411,567	15,515,829	(895,738)	-5%
Traffic Maintenance	1,258,796	1,258,796	1,406,528	147,732	12%
Vegetation Management	2,646,556	2,646,556	2,872,520	225,964	9%
Bridge Operations	1,049,955	1,049,955	1,073,839	23,884	2%
Drainage Operations	2,902,824	2,902,824	3,117,572	214,748	7%
Landscape Maintenance	442,962	442,962	469,769	26,807	6%
<b>Total</b>	<b>33,146,413</b>	<b>35,555,413</b>	<b>37,906,374</b>	<b>2,350,961</b>	<b>7%</b>
<b>by category</b>					
Licenses & Permits	248,000	248,000	248,000	-	0%
Intergovernmental	1,000,000	1,000,000	1,000,000	-	0%
Charges for Services	126,500	126,500	148,620	22,120	17%
Interdepartmental	777,027	777,027	577,999	(199,028)	-26%
Miscellaneous	168,100	168,100	113,600	(54,500)	-32%
<b>Total Revenues</b>	<b>2,319,627</b>	<b>2,319,627</b>	<b>2,088,219</b>	<b>(231,408)</b>	<b>-10%</b>
Personnel Services	12,949,404	12,949,404	13,460,057	510,653	4%
Materials & Services	15,985,455	18,394,455	17,538,904	(855,551)	-5%
Other	19,750	19,750	13,750	(6,000)	-30%
Interdepartmental	3,858,704	3,858,704	6,409,663	2,550,959	66%
Capital Outlay	333,100	333,100	484,000	150,900	45%
<b>Total Expenditures</b>	<b>33,146,413</b>	<b>35,555,413</b>	<b>37,906,374</b>	<b>2,350,961</b>	<b>7%</b>
<b>Road Fund Subsidy \$</b>	<b>30,826,786</b>	<b>33,235,786</b>	<b>35,818,155</b>	<b>2,582,369</b>	<b>8%</b>
<b>FTE's</b>	<b>111.00</b>	<b>111.00</b>	<b>111.00</b>	<b>-</b>	<b>0%</b>

**Budget Analysis:**

Revenues decrease \$231,408 (10%). Expenditures increase \$2,350,961 (7%). Road Fund subsidy increases \$2,582,369 (8%).

Revenues decrease due to a reduced need for support for the Urban Road Maintenance District (URMD), Overlay/Slurry program, and maintenance projects.

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

Expenditures decrease due to the removal of the Hagg Lake scope of work project (\$5,300,000) and the removal of Contracted Pavement Overlay (\$1,410,000). These reductions are offset by expenditure increases including seismic/security upgrades for the Walnut Street Center (\$2,142,666), Personnel Services due to salaries, retirement costs and health benefits, Capital Outlay for approved vehicle additions (\$150,900), Interdepartmental related to the County Cost Allocation Plan Charges (\$408,293), and other miscellaneous expenditures (\$548,449) for scope including seismic and bridge inspections.

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	
	2021-22	2021-22	2022-23	\$	%
Survey PLC	\$ 2,931,703	2,931,703	2,903,215	(28,488)	-1%
<b>Total</b>	<b>2,931,703</b>	<b>2,931,703</b>	<b>2,903,215</b>	<b>(28,488)</b>	<b>-1%</b>
<b>by category</b>					
Charges for Services	420,000	420,000	420,000	-	0%
Interdepartmental	210,000	210,000	210,000	-	0%
<b>Total Revenues</b>	<b>630,000</b>	<b>630,000</b>	<b>630,000</b>	<b>-</b>	<b>0%</b>
Personnel Services	551,927	551,927	563,232	11,305	2%
Materials & Services	43,854	43,854	50,959	7,105	16%
Interdepartmental	280,072	280,072	291,454	11,382	4%
Operating Transfers Out	28,855	28,855	36,279	7,424	26%
<b>subtotal</b>	<b>904,708</b>	<b>904,708</b>	<b>941,924</b>	<b>37,216</b>	<b>4%</b>
Contingency	2,026,995	2,026,995	1,961,291	(65,704)	-3%
<b>Total Expenditures</b>	<b>2,931,703</b>	<b>2,931,703</b>	<b>2,903,215</b>	<b>(28,488)</b>	<b>-1%</b>
<b>Revenues under expenditures</b>	<b>(2,301,703)</b>	<b>(2,301,703)</b>	<b>(2,273,215)</b>	<b>28,488</b>	<b>-1%</b>
Beginning Fund Balance	2,301,703	2,301,703	2,273,215	(28,488)	-1%
<b>Ending Fund Balance \$</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>FTE's</b>	<b>3.79</b>	<b>3.79</b>	<b>3.79</b>	<b>-</b>	<b>0%</b>

***Budget Analysis:***

Expenditures, excluding Contingency, increase \$37,216 (4%). Contingency decreases \$65,704 (3%). Beginning fund balance decreases \$28,488 (1%).

Revenues decrease due to the reassignment of staff to meet project timelines. The Public Land Corner fee revenue is anticipated to remain stable in the next fiscal year.

Personnel Services increase due to salaries, retirement costs and health benefits. There have been no staffing changes for this fund.

An appropriate level of reserve is maintained in fund balance to mitigate the impact of a future economic downturn.

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. The section provides Development Compliance/Code Enforcement activities as they relate to enforcement of the County’s Community Development Code and related ordinances. This fund operates on an enterprise basis supported by fees from service users.

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

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
Development Review	\$ 2,583,646	2,583,646	1,991,358	(592,288)	-23%
Development Assistance	888,081	888,081	878,480	(9,601)	-1%
Code Maintenance & Code Enforcement	288,136	288,136	339,346	51,210	18%
<b>Total</b>	<b>3,759,863</b>	<b>3,759,863</b>	<b>3,209,184</b>	<b>(550,679)</b>	<b>-15%</b>
<b>by category</b>					
Intergovernmental	100,000	100,000	90,000	(10,000)	-10%
Charges for Services	1,437,740	1,437,740	1,641,950	204,210	14%
Interdepartmental	202,482	202,482	37,000	(165,482)	-82%
Operating Transfers In	849,200	849,200	349,200	(500,000)	-59%
<b>Total Revenues</b>	<b>2,589,422</b>	<b>2,589,422</b>	<b>2,118,150</b>	<b>(471,272)</b>	<b>-18%</b>
Personnel Services	2,020,927	2,020,927	2,080,021	59,094	3%
Materials & Services	169,781	169,781	170,868	1,087	1%
Other	9,500	9,500	3,500	(6,000)	-63%
Interdepartmental	638,363	638,363	608,807	(29,556)	-5%
Operating Transfers Out	134,086	134,086	152,365	18,279	14%
<b>subtotal</b>	<b>2,972,657</b>	<b>2,972,657</b>	<b>3,015,561</b>	<b>42,904</b>	<b>1%</b>
Contingency	787,206	787,206	193,623	(593,583)	-75%
<b>Total Expenditures</b>	<b>3,759,863</b>	<b>3,759,863</b>	<b>3,209,184</b>	<b>(550,679)</b>	<b>-15%</b>
<b>Revenues under expenditures</b>	<b>(1,170,441)</b>	<b>(1,170,441)</b>	<b>(1,091,034)</b>	<b>79,407</b>	<b>-7%</b>
Beginning Fund Balance	1,170,441	1,170,441	1,091,034	(79,407)	-7%
<b>Ending Fund Balance \$</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>FTE's</b>	<b>16.31</b>	<b>16.31</b>	<b>16.31</b>	<b>-</b>	<b>0%</b>



**Budget Analysis:**

Revenues decrease \$471,272 (18%). Expenditures, excluding Contingency, increase \$42,904 (1%). Contingency decreases \$593,583 (75%). Beginning fund balance decreases \$79,407 (7%).

Fee revenue estimates increase slightly as the economy recovers from the COVID-19 pandemic and due to a proposed 10% overall fee increase.

Overall expenditures are estimated to remain flat. Two positions remain vacant.

Interdepartmental expenditures decrease slightly, as the charges for Information Technology decrease and due to a small reduction in the County Cost Allocation Plan.

Contingency declines this fiscal year by 75%. The department needs to explore other revenue sources including significant fee increases to continue to operate as a fee-supported fund. Staffing reductions have provided some relief, but have also affected service levels. Any further reductions will significantly impact service delivery levels.

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

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

# Building Services 174-6020

# Budget Detail

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
Building Inspection	\$ 10,003,057	10,003,057	6,858,361	(3,144,696)	-31%
Plan Review	4,319,431	4,319,431	4,330,060	10,629	0%
Plumbing Inspection	1,146,362	1,146,362	1,255,791	109,429	10%
Electrical Inspection	2,068,737	2,068,737	2,084,661	15,924	1%
Building Code Compliance & Enforcement	208,047	208,047	175,988	(32,059)	-15%
<b>Total</b>	<b>17,745,634</b>	<b>17,745,634</b>	<b>14,704,861</b>	<b>(3,040,773)</b>	<b>-17%</b>
<b>by category</b>					
Licenses & Permits	4,310,545	4,310,545	4,650,000	339,455	8%
Intergovernmental	104,000	104,000	104,000	-	0%
Charges for Services	2,985,918	2,985,918	3,269,200	283,282	9%
Fines & Forfeitures	100	100	500	400	400%
Interdepartmental	248,547	248,547	186,488	(62,059)	-25%
Miscellaneous	-	-	1,500	1,500	0%
Operating Transfers In	1,000,000	1,000,000	-	(1,000,000)	-100%
<b>Total Revenues</b>	<b>8,649,110</b>	<b>8,649,110</b>	<b>8,211,688</b>	<b>(437,422)</b>	<b>-5%</b>
Personnel Services	7,605,146	7,605,146	7,719,252	114,106	2%
Materials & Services	401,264	401,264	391,742	(9,522)	-2%
Other	62,000	62,000	54,600	(7,400)	-12%
Interdepartmental	2,767,369	2,767,369	2,494,026	(273,343)	-10%
Operating Transfers Out	458,295	458,295	519,052	60,757	13%
<b>subtotal</b>	<b>11,294,074</b>	<b>11,294,074</b>	<b>11,178,672</b>	<b>(115,402)</b>	<b>-1%</b>
Contingency	6,451,560	6,451,560	3,526,189	(2,925,371)	-45%
<b>Total Expenditures</b>	<b>17,745,634</b>	<b>17,745,634</b>	<b>14,704,861</b>	<b>(3,040,773)</b>	<b>-17%</b>
<b>Revenues under expenditures</b>	<b>(9,096,524)</b>	<b>(9,096,524)</b>	<b>(6,493,173)</b>	<b>2,603,351</b>	<b>-29%</b>
Beginning Fund Balance	9,096,524	9,096,524	6,493,173	(2,603,351)	-29%
<b>Ending Fund Balance \$</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>FTE's</b>	<b>55.03</b>	<b>55.03</b>	<b>54.03</b>	<b>(1.00)</b>	<b>-2%</b>

**Budget Analysis:**

Revenues decrease \$437,422 (5%). Expenditures, excluding Contingency, decrease \$115,402 (1%). Contingency decreases \$2,925,371 (45%). Beginning fund balance decreases \$(2,603,351) ((29)%).

Revenues are estimated to decrease despite a proposed fee increase of 15%. This is due to a decline in large commercial projects and the full build-out of North Bethany. Additions and remodels and infill activity continue to increase. The fund balance continues to decline.

Expenditures remain level. The budget reflects a reduction of 1.00 FTE for a GIS Analyst, leaving seven vacancies, of which two are expected to be filled. The vacancies provide flexibility should the current building activity level increase. Materials and Services decrease due to professional services, travel, and training.

Transfers to Other Funds increases for LUT indirect charges.

Interdepartmental expenditures are reduced due to a strategic cost split for Information Technology Services personnel charges and a reduction in ITS Capital. The implementation of new permitting software is now complete. Other expenditures decrease due to a reduction in bank service fees after a conversion to a convenience fee for online permitting and over the counter transactions.

Contingency decreases again this fiscal year by 45%. The proposed fee increase is not projected to close the projected budget gaps for fiscal year 2022-23. Staffing reductions have provided some relief, but have also affected service levels. Any further reductions will significantly impact service delivery levels.

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# Statewide Transportation Improvement 209-6070

# Budget Detail

The Statewide Transportation Improvement Fund (STIF) provides a dedicated source of funding to improve or expand public transportation service under House Bill (HB) 2017. The funds are eligible to be used in transit planning, capital and operations to improve service in underserved areas, and reduce service fragmentation as defined in the STIF administrative rules. STIF Discretionary Grants are now accounted for in program 607010.

- 1. Transit Coordination (209-607005):** This organization unit was funding in 2019 with authorization by the Oregon Transportation Commission (OTC). The County will submit requests for funding. Future funding increases are tied to increases in employee payroll tax in the areas of the county outside of SMART and Tri-Met service districts, and an allocation increase by TriMet to the County for Regional Service Coordination and OTC awards of competitive STIF Discretionary Grants. This program 607005 does not include STIF Discretionary Grants; they are included in program 607010.
- 2. Non Formula - Discretionary Grants (209-607010):** Revenue for STIF Discretionary Grants is received on a reimbursement basis from ODOT. Matching funds of 20% are required; these will come from ARPA Fund 155 and the MSTIP III Fund.

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
Transit Coordination	\$ 1,869,428	1,982,249	2,468,014	485,765	25%
Non Formula - Discretionary Grants	-	1,227,445	1,054,946	(172,499)	-14%
<b>Total</b>	<b>1,869,428</b>	<b>3,209,694</b>	<b>3,522,960</b>	<b>313,266</b>	<b>10%</b>
<b>by category</b>					
Intergovernmental	1,489,694	3,009,217	3,522,960	513,743	17%
Operating Transfers In	-	200,477	-	(200,477)	-100%
<b>Total Revenues</b>	<b>1,489,694</b>	<b>3,209,694</b>	<b>3,522,960</b>	<b>313,266</b>	<b>10%</b>
Materials & Services	1,809,428	3,129,694	3,470,262	340,568	11%
Interdepartmental	60,000	80,000	52,698	(27,302)	-34%
<b>subtotal</b>	<b>1,869,428</b>	<b>3,209,694</b>	<b>3,522,960</b>	<b>313,266</b>	<b>10%</b>
Contingency	-	-	-	-	0%
<b>Total Expenditures</b>	<b>1,869,428</b>	<b>3,209,694</b>	<b>3,522,960</b>	<b>313,266</b>	<b>10%</b>
<b>Revenues under Expenditures</b>	<b>(379,734)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>
Beginning Fund Balance	379,734	-	-	-	0%
<b>Ending Fund Balance \$</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	

**Budget Analysis:**

Revenues increase \$313,266 (10%). Expenditures increase \$313,266 (10%).

Revenues increase significantly to account for larger distributions from Oregon Department of Transportation (ODOT)/TriMet and include the previous year's unspent funds.

Expenditures are increasing as this newer program matures. Demand-response services and local shuttle services will increase along with general operating assistance.

STIF Discretionary Grants are now accounted for in Formula-Discretionary Grants program. Revenue for STIF Discretionary Grants is received on a reimbursement basis from ODOT. The County serves as a pass-through entity for the administration of these grants. Services are provided by an external partner. Matching funds of 20% are required; these will come from state ARPA funds and the MSTIP 3 Fund. Three discretionary grants are expected to be completed by the end of fiscal year 2022-23: grant #33792 Demand Response Technology, grant #35089 Shuttle Stop Enhancements, and grant #35094 Bridgeport-Stafford shuttle.



# Maintenance Improvement 212-6075

# Budget Detail

This fund provides for road maintenance activities undertaken through Maintenance Local Improvement Districts (MLIDs) established in the County.

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

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
Maintenance Local Improvement District	\$ 396,983	396,983	429,280	32,297	8%
<b>Total</b>	<b>396,983</b>	<b>396,983</b>	<b>429,280</b>	<b>32,297</b>	<b>8%</b>
<b>by category</b>					
Miscellaneous	25,894	25,894	26,718	824	3%
<b>Total Revenues</b>	<b>25,894</b>	<b>25,894</b>	<b>26,718</b>	<b>824</b>	<b>3%</b>
Interdepartmental	2,714	7,714	7,566	(148)	-2%
Operating Transfers Out	2	2	11	9	450%
<b>subtotal</b>	<b>2,716</b>	<b>7,716</b>	<b>7,577</b>	<b>(139)</b>	<b>-2%</b>
Contingency	394,267	389,267	421,703	32,436	8%
<b>Total Expenditures</b>	<b>396,983</b>	<b>396,983</b>	<b>429,280</b>	<b>32,297</b>	<b>8%</b>
<b>Revenues under expenditures</b>	<b>(371,089)</b>	<b>(371,089)</b>	<b>(402,562)</b>	<b>(31,473)</b>	<b>8%</b>
Beginning Fund Balance	371,089	371,089	402,562	31,473	8%
<b>Ending Fund Balance \$</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	

### Budget Analysis:

Revenues increase \$824 (3%). Expenditures, excluding Contingency, decrease \$139 (2%). Contingency increases \$32,436 (8%). Beginning fund balance increases \$31,473 (8%).

There are five active Maintenance Local Improvement Districts (MLIDs). Budgeted revenues and expenditures are consistent with the prior year. Interfund appropriations are budgeted due to minor scheduled work included in the Operations and Maintenance Work Program for vegetation management within the active maintenance local improvement districts. There are no major projects scheduled for the coming fiscal year.

The contingency remains consistent with previous fiscal years.

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

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

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

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
Survey Development Review	\$ 2,205,634	2,205,634	2,103,280	(102,354)	-5%
<b>Total</b>	<b>2,205,634</b>	<b>2,205,634</b>	<b>2,103,280</b>	<b>(102,354)</b>	<b>-5%</b>
<b>by category</b>					
Charges for Services	555,280	555,280	553,280	(2,000)	0%
Interdepartmental	40,300	40,300	51,800	11,500	29%
Operating Transfers In	72,945	72,945	72,945	-	0%
<b>Total Revenues</b>	<b>668,525</b>	<b>668,525</b>	<b>678,025</b>	<b>9,500</b>	<b>1%</b>
Personnel Services	575,224	575,224	666,912	91,688	16%
Materials & Services	18,946	18,946	19,390	444	2%
Interdepartmental	238,053	238,053	285,413	47,360	20%
Operating Transfers Out	34,791	34,791	42,933	8,142	23%
Capital Outlay	-	-	-	-	0%
<b>subtotal</b>	<b>867,014</b>	<b>867,014</b>	<b>1,014,648</b>	<b>147,634</b>	<b>17%</b>
Contingency	1,338,620	1,338,620	1,088,632	(249,988)	-19%
<b>Total Expenditures</b>	<b>2,205,634</b>	<b>2,205,634</b>	<b>2,103,280</b>	<b>(102,354)</b>	<b>-5%</b>
<b>Revenues under expenditures</b>	<b>(1,537,109)</b>	<b>(1,537,109)</b>	<b>(1,425,255)</b>	<b>111,854</b>	<b>-7%</b>
Beginning Fund Balance	1,537,109	1,537,109	1,425,255	(111,854)	-7%
<b>Ending Fund Balance \$</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>FTE's</b>	<b>4.58</b>	<b>4.58</b>	<b>4.58</b>	<b>-</b>	<b>0%</b>

**Budget Analysis:**

Revenues increase \$9,500 (1%). Expenditures, excluding Contingency, increase \$147,634 (17%). Contingency decreases \$249,988 (19%). Beginning fund balance decreases \$111,854 (7%).

Charges for Services decrease due to a reduction in survey filing fees and subdivision fees that reflect a decrease in development activity. Interdepartmental revenues will increase as more survey work will be done for partner agencies.

Personnel Services increase due to the filling of vacancies. Materials and services costs are unchanged.

Interdepartmental expenditures increase due to the County Cost Allocation Plan and Information Technology Services costs.

Transfers to the Road Fund increase due to the services of the Road Fund Survey group. The budgeted contingency will be lower than the previous year.

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# 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
Behavioral Health	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
Coordinated Care Organization	203-7087
Tri-County Risk Reserve	207-7086
Emergency Medical Services	208-7010
Housing Services *	218-6510
Metro Affordable Housing Bond *	219-6520
HOME*	220-9020
Supportive Housing Services *	221-6530
Air Quality	244-9030
Housing Production Opportunity Fund *	245-9040

\* Housing Programs

# HOUSING, HEALTH & HUMAN SERVICES

# BUDGET OVERVIEW

Housing and Health & Human Services are intertwined and critical aspects of our community's ability to successfully live, work and play in Washington County. Our collective Housing & Health and Human Services programs serve vulnerable children, persons with physical and developmental disabilities, older adults, people who are houseless, and those experiencing mental health and/or addiction challenges. Affordability, stability, quality, and accessibility of housing all play a role in our communities' health. The collective vision is a community that is safe, healthy, supported and where equity is centered in all aspects of our programming. This is accomplished by creating and delivering programs, services and housing that support all community members throughout their lifespans. Educating people through public health efforts, providing safety to vulnerable children and adults, addressing addictions, enabling people to live independently, and providing affordable housing are just a few examples of how this is accomplished. Our programs are prioritizing historically underserved populations that have been disproportionately impacted by inequities in our systems of care. Housing, Health & Human Services provide lifesaving programs, services and resources while also educating, informing and empowering members of our community.

Organization Unit	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
Community Development Block Grant	\$ 9,178,582	9,178,582	5,424,924	(3,753,658)	-41%
Housing Services	16,262,311	16,262,311	18,869,590	2,607,279	16%
Metro Affordable Housing Bond	32,353,043	32,353,043	46,338,620	13,985,577	43%
HOME	4,993,575	5,093,575	3,300,513	(1,793,062)	-35%
Supportive Housing Services	38,329,500	50,829,500	50,328,300	(501,200)	-1%
Air Quality	1,514,171	1,514,171	932,905	(581,266)	-38%
Housing Production Opportunity Fund	7,918,894	7,918,894	9,890,879	1,971,985	25%
<b>subtotal - Housing</b>	<b>110,550,076</b>	<b>123,150,076</b>	<b>135,085,731</b>	<b>11,935,655</b>	<b>10%</b>
Public Health	24,339,011	28,430,008	27,574,967	(855,041)	-3%
Emergency Medical Services	1,692,415	1,692,415	1,638,772	(53,643)	-3%
<b>subtotal - Public Health</b>	<b>26,031,426</b>	<b>30,122,423</b>	<b>29,213,739</b>	<b>(908,684)</b>	<b>-3%</b>
Aging Services	6,202,670	8,134,781	7,147,024	(987,757)	-12%
Veteran Services	1,380,091	1,380,091	1,453,587	73,496	5%
<b>subtotal - Aging &amp; Veteran Services</b>	<b>7,582,761</b>	<b>9,514,872</b>	<b>8,600,611</b>	<b>(914,261)</b>	<b>-10%</b>
Developmental Disabilities	12,568,397	12,568,397	14,285,306	1,716,909	14%
Behavioral Health	45,951,204	45,951,204	47,307,960	1,356,756	3%
Oregon Health Plan	5,578,094	5,578,094	5,567,565	(10,529)	0%
Health Share of Oregon	6,887,250	6,887,250	2,533,282	(4,353,968)	-63%
Coordinated Care Organization	7,005,276	7,005,276	6,662,305	(342,971)	-5%
Tri-County Risk Reserve	10,500,000	10,500,000	25,089,358	14,589,358	139%
Mental Health HB 2145	555,154	555,154	781,654	226,500	41%
Mental Health Crisis Services	8,713,209	8,713,209	8,776,002	62,793	1%
Children, Youth & Families	3,205,759	3,855,172	7,194,885	3,339,713	87%
<b>subtotal - Human Services</b>	<b>100,964,343</b>	<b>101,613,756</b>	<b>118,198,317</b>	<b>16,584,561</b>	<b>16%</b>
HHS Administration	2,451,827	2,451,827	2,404,085	(47,742)	-2%
Animal Services	3,126,865	3,126,865	3,348,482	221,617	7%
<b>subtotal - Admin &amp; Animal Services</b>	<b>5,578,692</b>	<b>5,578,692</b>	<b>5,752,567</b>	<b>173,875</b>	<b>3%</b>
<b>Totals</b>	<b>250,707,298</b>	<b>269,979,819</b>	<b>296,850,965</b>	<b>26,871,146</b>	<b>10%</b>
General Fund	31,297,794	35,388,791	34,781,121	(607,670)	-2%
Special Funds	219,409,504	234,591,028	262,069,844	27,478,816	12%
<b>Totals \$</b>	<b>250,707,298</b>	<b>269,979,819</b>	<b>296,850,965</b>	<b>26,871,146</b>	<b>10%</b>
<b>FTE's</b>	<b>434.50</b>	<b>456.40</b>	<b>490.50</b>	<b>34.10</b>	<b>7%</b>

# HOUSING, HEALTH & HUMAN SERVICES

# BUDGET OVERVIEW

Category Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
Licenses & Permits	\$ 6,279,688	6,279,688	6,387,072	107,384	2%
Intergovernmental	157,495,947	164,268,468	205,147,966	40,879,498	25%
Charges for Services	11,933,466	11,933,466	12,508,256	574,790	5%
Fines & Forfeitures	35,000	35,000	35,000	-	0%
Interdepartmental	1,898,926	1,898,926	10,600,549	8,701,623	458%
Miscellaneous	10,062,630	10,062,630	13,574,838	3,512,208	35%
Operating Transfers In	13,336,339	25,836,339	8,101,689	(17,734,650)	-69%
<b>Total Revenues</b>	<b>201,041,996</b>	<b>220,314,517</b>	<b>256,355,370</b>	<b>36,040,853</b>	<b>16%</b>
Personnel Services	55,798,977	57,094,508	63,814,868	6,720,360	12%
Materials & Services	65,595,854	70,890,067	78,533,188	7,643,121	11%
Other	75,662,123	75,412,123	98,514,537	23,102,414	31%
Interdepartmental	6,609,030	21,791,807	43,012,775	21,220,968	97%
Operating Transfers Out	5,572,057	18,072,057	3,039,554	(15,032,503)	-83%
<b>subtotal</b>	<b>209,238,041</b>	<b>243,260,562</b>	<b>286,914,922</b>	<b>43,654,360</b>	<b>18%</b>
Contingency	41,469,257	26,719,257	9,936,043	(16,783,214)	-63%
<b>Total Expenditures</b>	<b>250,707,298</b>	<b>269,979,819</b>	<b>296,850,965</b>	<b>26,871,146</b>	<b>10%</b>
Revenues under expenditures	(49,665,302)	(49,665,302)	(40,495,595)	9,169,707	-18%
General Fund Subsidy	8,933,307	8,933,307	9,248,337	315,030	4%
Special Funds Beginning Balances	40,731,995	40,731,995	31,247,258	(9,484,737)	-23%
<b>Ending Fund Balances \$</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	

This organization unit is responsible for administering and enforcing all Oregon public health laws; adopting, implementing, monitoring, evaluating, and modifying a local public health modernization plan that includes implementation of all foundational programs; and administering local public health programs or activities that the local public health authority considers necessary to protect public health and safety.

1. **Environmental Health (100-703005)**: Provides education to the public and regulated community; enforces environmental public health regulations; and provides environmental health surveillance to prevent the spread of communicable diseases and protect the environment. The programs non-regulatory work is also important to promote the health and safety of the community including efforts to improve air quality. A new focus of the non-regulatory work is climate change and community resiliency. This work is critical as we continue to experience weather related environmental health issues such as wildfires and extreme heat.
2. **Communicable Disease (100-703010)**: Provides health services to high-risk and general population at the earliest point of intervention so that communicable diseases can be identified and controlled, such as tuberculosis, access to sexually transmitted disease services and HIV. This program monitors compliance with childhood immunization requirements promotes access to health services including administering contracts with local health providers for school-based health clinics.
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 providers and funeral homes.
4. **Solid Waste and Recycling (100-703020)**: Provides enforcement of the County solid waste and nuisance and the noise ordinances and carries out the County's responsibilities regarding the metropolitan regional recycling program.
5. **Maternal Child & Family Program (100-703025)**: Provides evidence-based home-visiting services for eligible mothers, children, and families 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. This program includes Research, Analytics, Informatics & Data, public health modernization including public health leadership and communication.
7. **Health Equity, Policy and Planning (100-703035)**: Provides programs impacting communitywide health issues including tobacco prevention and education, chronic disease, and suicide prevention. Leads the Community Health Needs Assessment and the HHS Community Health Improvement Plan in concert with community partners.
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, breast feeding support 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.



Public Health 100-7030

Budget Detail

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
Environmental Health	3,068,122	3,068,122	3,075,199	7,077	0%
Communicable Disease	4,837,877	4,837,877	3,850,571	(987,306)	-20%
Medical Examiner	714,447	714,447	920,769	206,322	29%
Solid Waste and Recycling	2,310,104	2,310,104	2,582,160	272,056	12%
Maternal Child & Family Program	6,357,808	6,357,808	4,937,026	(1,420,782)	-22%
Public Health Administration	2,212,399	2,212,399	4,976,154	2,763,755	125%
Health Equity, Policy and Planning	1,143,148	5,234,145	3,104,627	(2,129,518)	-41%
Vital Records	383,628	383,628	401,527	17,899	5%
Women, Infants and Children (WIC)	2,751,047	2,751,047	2,860,151	109,104	4%
Public Health Emergency Preparedness	560,431	560,431	866,783	306,352	55%
<b>Total</b>	<b>24,339,011</b>	<b>28,430,008</b>	<b>27,574,967</b>	<b>(855,041)</b>	<b>-3%</b>
<b>by category</b>					
Licenses & Permits	4,495,786	4,495,786	4,442,900	(52,886)	-1%
Intergovernmental	10,352,511	14,443,508	13,952,087	(491,421)	-3%
Charges for Services	3,603,451	3,603,451	3,245,034	(358,417)	-10%
Interdepartmental	231,079	231,079	137,923	(93,156)	-40%
Miscellaneous	353,977	353,977	338,804	(15,173)	-4%
Operating Transfers In	15,000	15,000	15,000	-	0%
<b>Total Revenues</b>	<b>19,051,804</b>	<b>23,142,801</b>	<b>22,131,748</b>	<b>(1,011,053)</b>	<b>-4%</b>
Personnel Services	17,419,135	18,291,445	19,510,219	1,218,774	7%
Materials & Services	6,034,887	9,070,797	7,053,870	(2,016,927)	-22%
Other	706,648	706,648	812,294	105,646	15%
Interdepartmental	178,341	361,118	198,584	(162,534)	-45%
<b>Total Expenditures</b>	<b>24,339,011</b>	<b>28,430,008</b>	<b>27,574,967</b>	<b>(855,041)</b>	<b>-3%</b>
<b>General Fund Subsidy</b>	<b>5,287,207</b>	<b>5,287,207</b>	<b>5,443,219</b>	<b>156,012</b>	<b>3%</b>
<b>FTE's</b>	<b>135.70</b>	<b>147.50</b>	<b>153.25</b>	<b>5.75</b>	<b>4%</b>

**Budget Analysis:**

Revenues decrease \$1,011,053 (4%). Expenditures decrease \$855,041 (3%). General Fund subsidy increases \$156,012 (3%).

Revenues decrease due to the net effect of a decrease in License and Permit fees, a delay in implementation of tobacco retail licensure fees, this is off set somewhat by an increase from Solid Waste and Recycling (SWR) franchise fees. Intergovernmental revenues decrease overall even with the Metro recycling grant and increased state funding for public health modernization, preparedness, and tobacco prevention. These increases are offset by decreases related to: 1) a shift of state funding from the County to direct service providers for services at school-based health centers; 2) the elimination of Healthy Families activities from the Maternal, Child & Family program (MCF) which move to the Children Youth and Families (CYF) organizational unit (166-7050); and 3) a decrease in activity for a health literacy project which is nearing the end of its grant period in Health Equity, Policy and Planning (HEPP) program. Charges for Services revenue decreases due to the net effect of the increase in fee revenue for Vital Records is off set by a decrease of expected payments from commercial insurers relating to a delay in expanding universally offered home visits in MCF. Interdepartmental revenues decrease due to net effect of: 1) the elimination of Healthy Families activities which move from MCF to CYF; and 2) an increase in preparedness funding in the Public Health Emergency Preparedness (PHEP) program.

Personnel Services increase compared to the FY 2021-22 adopted budget due to salaries, retirement and health benefit costs, various reclassifications, the addition of 25.40 FTE as a result of the State Public Health Modernization funding, the Health Literacy grant, the elimination of 3.00 FTE, and the net transfer of 1.05 FTE from other organizational units to meet the needs of new grants and contracts as well as COVID response and recovery.

Materials & Services decreased. Administration for public health modernization are offset by decreases in Disease Control & Prevention (DCAP) for school based health center costs to be paid directly by the State for FY 2022-23; in PHEP due to a decrease in activity for a health literacy project nearing the end of its grant period; and in MCF due to transfer of Healthy Families activities to the Children, Youth and Families organizational unit (166-7050).

Other expenditures increase to allow for required matching payments for targeted case management claims in MCF. Interfund expenditures decrease due to the transfer of Healthy Families activity to the CYF organization unit (166-7050) and the correction of a prior error. No capital outlays are anticipated.

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Provides management and administrative services to the divisions and programs of Health and Human Services including: Public Health (Emergency Medical Services, Environmental Health, Communicable Disease & Prevention, Medical-Legal Death Investigators, Maternal Child & Family (including Children, Youth & Families), Public Health, Health Equity, Policy & Planning, Vital Records, Women, Infants & Children, and Public Health Emergency Preparedness), Solid, Waste & Recycling, Behavioral Health, Developmental Disabilities Services, Disability, Aging & Veterans Services, and Animal Services.

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

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
HHS Administration	2,451,827	2,451,827	2,404,085	(47,742)	-2%
<b>Total</b>	<b>2,451,827</b>	<b>2,451,827</b>	<b>2,404,085</b>	<b>(47,742)</b>	<b>-2%</b>
<b>by category</b>					
Interdepartmental	1,272,813	1,272,813	1,275,170	2,357	0%
<b>Total Revenues</b>	<b>1,272,813</b>	<b>1,272,813</b>	<b>1,275,170</b>	<b>2,357</b>	<b>0%</b>
Personnel Services	2,247,555	2,247,555	2,277,607	30,052	1%
Materials & Services	195,272	195,272	114,478	(80,794)	-41%
Other	9,000	9,000	12,000	3,000	33%
<b>Total Expenditures</b>	<b>2,451,827</b>	<b>2,451,827</b>	<b>2,404,085</b>	<b>(47,742)</b>	<b>-2%</b>
<b>General Fund Subsidy</b>	<b>1,179,014</b>	<b>1,179,014</b>	<b>1,128,915</b>	<b>(50,099)</b>	<b>-4%</b>
FTE's	15.00	16.00	16.00	-	0%

**Budget Analysis:**

Expenditures decrease \$47,742 (2%). General Fund subsidy decreases \$50,099 (4%).

Personnel Services expenditures increase due to salaries, retirement costs, and health benefits. In addition, in past years we budgeted some staff positions who were redeployed to COVID response in the public health and HHS budget in the COVID-19 Response and Recovery Fund (155) to ensure we had budget authority. This structure was set up during a time when we needed to quickly respond to the COVID-19 virus and systems to respond quickly to support the budget and accounting of the work. We are right sizing the budget to accurately reflect dollars to fund the positions, therefore, salary adjustments are utilized to show the amount of expenditures expected to be captured in the other fund.

Materials and Services expenditures decreased.

Other Special Expenditures increase to bring sponsorship levels to what they were in fiscal year 2019-20 to ensure continued support to community-based organizations.

# Animal Services 100-7090

# Budget Detail

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

1. **Animal Services (100-709005):** Operates the animal shelter and enforces 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	
	2021-22	2021-22	2022-23	\$	%
Animal Services	3,126,865	3,126,865	3,348,482	221,617	7%
<b>Total</b>	<b>3,126,865</b>	<b>3,126,865</b>	<b>3,348,482</b>	<b>221,617</b>	<b>7%</b>
<b>by category</b>					
Licenses & Permits	1,213,000	1,213,000	1,327,500	114,500	9%
Charges for Services	136,300	136,300	105,780	(30,520)	-22%
Fines & Forfeitures	35,000	35,000	35,000	-	0%
Miscellaneous	16,500	16,500	14,500	(2,000)	-12%
Operating Transfers In	300,000	300,000	240,000	(60,000)	-20%
<b>Total Revenues</b>	<b>1,700,800</b>	<b>1,700,800</b>	<b>1,722,780</b>	<b>21,980</b>	<b>1%</b>
Personnel Services	2,671,337	2,671,337	2,881,060	209,723	8%
Materials & Services	414,578	414,578	429,622	15,044	4%
Other	40,950	40,950	37,800	(3,150)	-8%
<b>Total Expenditures</b>	<b>3,126,865</b>	<b>3,126,865</b>	<b>3,348,482</b>	<b>221,617</b>	<b>7%</b>
<b>General Fund Subsidy</b>	<b>1,426,065</b>	<b>1,426,065</b>	<b>1,625,702</b>	<b>199,637</b>	<b>14%</b>
FTE's	25.00	25.00	25.00	-	0%

### Budget Analysis:

Revenues increase \$21,980 (1%). Expenditures increase \$221,617 (7%). General Fund subsidy increases \$199,637 (14%).

Revenue increases due to an increase in dog license fees which is offset by decreases in Charges for Services for dog and cat adoptions and Miscellaneous revenue from other sales. The Operating Transfer In of \$240,000 from the Animal Gifts and Donations Fund 154-7095 will be done on an as needed basis to cover operating costs.

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

Materials and Services expenditures increase due to a United States Department of Agriculture Wildlife Services contract moved from the Non-Departmental budget (100-1620) and an increase in medical supplies.

Veteran Services assists veterans and their dependents to obtain federal, state and local benefits and services. This is accomplished through assistance in filing claims for veterans’ benefits with the federal and state Veteran Affairs department; acting as a representative for veterans in disputes on claims against the U.S. Department of Veterans Affairs and developing new programs and services to educate and assist veterans, their dependents and other veteran representatives, groups and organizations.

1. **Veteran Services (100-751005):** Assists veterans and their dependents to obtain federal, state and local benefits and services.

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
Veteran Services	1,380,091	1,380,091	1,453,587	73,496	5%
<b>Total</b>	<b>1,380,091</b>	<b>1,380,091</b>	<b>1,453,587</b>	<b>73,496</b>	<b>5%</b>
<b>by category</b>					
Intergovernmental	339,070	339,070	403,086	64,016	19%
<b>Total Revenues</b>	<b>339,070</b>	<b>339,070</b>	<b>403,086</b>	<b>64,016</b>	<b>19%</b>
Personnel Services	1,252,315	1,252,315	1,323,907	71,592	6%
Materials & Services	125,976	125,976	123,580	(2,396)	-2%
Other	1,800	1,800	6,100	4,300	239%
<b>Total Expenditures</b>	<b>1,380,091</b>	<b>1,380,091</b>	<b>1,453,587</b>	<b>73,496</b>	<b>5%</b>
<b>General Fund Subsidy</b>	<b>1,041,021</b>	<b>1,041,021</b>	<b>1,050,501</b>	<b>9,480</b>	<b>1%</b>
<b>FTE's</b>	<b>10.77</b>	<b>10.77</b>	<b>11.07</b>	<b>0.30</b>	<b>3%</b>

**Budget Analysis:**

Revenues increase \$64,016 (19%). Expenditures increase \$73,496 (5%). General Fund subsidy increases \$9,480 (1%).

Revenue increases due to a carryforward from fiscal year 2021-22, an Oregon Department of Veterans’ Affairs revenue increase of 11%, and an increase in revenue from Veterans’ Treatment Court.

Personnel Services expenditures increase due to the net effect of salaries, retirement costs and health benefits, the addition of 0.50 FTE Limited Duration Administrative Specialist II and the elimination of 0.20 FTE Program Communication and Education Specialist.

The Other Expenditures category increases due to an increase in sponsorship, outreach and Veterans’ Treatment Court. The increase in expenditures in Veterans’ Treatment Court is in alignment with the increase in revenue.

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

1. **CDBG Administration (164-901005)**: Ensures compliance with federal programs and cross-cutting regulations; informs community members of funding cycle opportunities and ways to engage in assessing housing and community development needs and informing actions and priorities; provides technical assistance to potential sponsors; provides planning, program and activity design; and ensures accountability and control of Department of Housing and Urban Development federal funding.
2. **Project Administration (164-901010)**: This program accounts for the expenditure of all CDBG project activities carried out by the department and sub recipients related to public services, infrastructure development, public facilities and affordable housing.
3. **Housing (164-901015)**: Provides for the project administration of rehabilitation of existing housing for low-to-moderate income residents. The components of this functional area include: deferred payments loans; low interest-bearing loans; and home access and repair for the disabled and elderly (HARDE) grant program.
4. **Neighborhood Stabilization (164-901020)**: The Neighborhood Stabilization Program (NSP) is a program that was funded under the Housing and Economic Recovery Act (HERA) of 2008 and is intended to address foreclosed properties in targeted areas throughout the County that are either undergoing high incidences of foreclosures or are at risk of foreclosure. While this federal program was discontinued some time ago, a sub-recipient agreement remains in place with Oregon Housing and Community Services, the pass-through State Agency, to allow for the use of any program income generated from the sale of properties originally purchased with federal program funds. Washington County has continued to receive periodic repayments. HUD and the State of Oregon may approve periodic transfers of funds generated as program income to the CDBG Program. Those funds will be used to support the Housing Rehabilitation Program.
5. **Emergency Solutions Grant (164-901025)**: Provides homeless persons with basic shelter and essential supportive services. ESG also provides short-term homelessness prevention and rapid re-housing assistance to persons who are homeless or are at imminent risk of losing their housing due to eviction, foreclosure or utility shutoffs.
6. **Hillsboro Housing Rehabilitation (164-901045)**: The City of Hillsboro allocates a portion of its CDBG funds to Washington County Office of Community Development to manage the city's housing rehabilitation program. The funds are used for administration, project management and the hard costs of construction for approximately 16 households annually.

Community Development Block Grant 164-9010

Budget Detail

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
CDBG Administration	931,735	931,735	890,758	(40,977)	-4%
Project Administration	3,920,389	3,920,389	2,957,869	(962,520)	-25%
Housing	348,674	348,674	416,497	67,823	19%
Neighborhood Stabilization	600,000	600,000	-	(600,000)	-100%
Emergency Solutions Grant	192,189	192,189	190,064	(2,125)	-1%
Hillsboro Housing Rehabilitation	201,669	201,669	295,292	93,623	46%
<b>Total</b>	<b>6,194,656</b>	<b>6,194,656</b>	<b>4,750,480</b>	<b>(1,444,176)</b>	<b>-23%</b>
<b>by category</b>					
Intergovernmental	8,605,006	8,605,006	4,854,825	(3,750,181)	-44%
Interdepartmental	22,870	22,870	10,000	(12,870)	-56%
Operating Transfers In	307,500	307,500	327,847	20,347	7%
<b>Total Revenues</b>	<b>8,935,376</b>	<b>8,935,376</b>	<b>5,192,672</b>	<b>(3,742,704)</b>	<b>-42%</b>
Personnel Services	1,178,758	1,178,758	1,100,025	(78,733)	-7%
Materials & Services	1,418,068	1,418,068	446,716	(971,352)	-68%
Other	6,168,164	6,168,164	3,653,679	(2,514,485)	-41%
Interdepartmental	413,592	413,592	224,504	(189,088)	-46%
<b>subtotal</b>	<b>9,178,582</b>	<b>9,178,582</b>	<b>5,424,924</b>	<b>(3,753,658)</b>	<b>-41%</b>
Contingency	-	-	-	-	0%
<b>Total Expenditures</b>	<b>9,178,582</b>	<b>9,178,582</b>	<b>5,424,924</b>	<b>(3,753,658)</b>	<b>-41%</b>
<b>Revenues under expenditures</b>	<b>(243,206)</b>	<b>(243,206)</b>	<b>(232,252)</b>	<b>10,954</b>	<b>-5%</b>
Beginning Fund Balance	243,206	243,206	232,252	(10,954)	-5%
<b>Ending Fund Balance</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>FTE's</b>	<b>6.28</b>	<b>6.28</b>	<b>6.28</b>	<b>-</b>	<b>0%</b>



***Budget Analysis:***

Revenues decrease \$3,742,704 (42%). Expenditures decrease \$3,753,658 (41%). Beginning fund balance decreases \$10,954 (5%).

Revenues decrease due to the ending of federal COVID-19 aid from the Community Development Block Grant (CDBG) and Emergency Solutions Grant (ESG) from the US Department of Housing and Urban Development (HUD). Interfund revenues and fund balance remain flat. General Fund transfers increases to offset the decrease in HUD funding and to support specific projects related to fair housing and economic employment initiatives to advance equity priorities.

Personnel Services decrease due to the net effect of the decrease in temporary staff associated with COVID-19 aid ending and the increase in salaries, retirement costs and health benefits.

Materials and Services decrease due to reductions in Neighborhood Stabilization Program funding from the State of Oregon and reductions in both CDBG and ESG COVID-19 administrative funding from HUD.

Project and Interdepartmental expenditures decrease due to fewer anticipated COVID-19 related projects and program costs.

# Children, Youth & Families 166-7050

# Budget Detail

This organization unit develops, administers, and evaluates several children, youth, and family services. Although this program still exists as an organizational unit and special fund within the budgeting system, operationally this unit is now a part of the Maternal Child and Family Program within the Public Health Division.

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

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
Children, Youth & Families	3,205,759	3,855,172	7,194,885	3,339,713	87%
<b>Total</b>	<b>3,205,759</b>	<b>3,855,172</b>	<b>7,194,885</b>	<b>3,339,713</b>	<b>87%</b>
<b>by category</b>					
Intergovernmental	2,071,875	2,721,288	5,151,655	2,430,367	89%
Charges for Services	-	-	167,377	167,377	0%
Interdepartmental	7,000	7,000	564,545	557,545	7,965%
Operating Transfers In	239,522	239,522	239,522	-	0%
<b>Total Revenues</b>	<b>2,318,397</b>	<b>2,967,810</b>	<b>6,123,099</b>	<b>3,155,289</b>	<b>106%</b>
Personnel Services	683,170	683,170	937,591	254,421	37%
Materials & Services	1,484,451	2,133,864	4,669,906	2,536,042	119%
Other	17,379	17,379	17,379	-	0%
Interdepartmental	158,544	158,544	571,146	412,602	260%
<b>subtotal</b>	<b>2,343,544</b>	<b>2,992,957</b>	<b>6,196,022</b>	<b>3,203,065</b>	<b>107%</b>
Contingency	862,215	862,215	998,863	136,648	16%
<b>Total Expenditures</b>	<b>3,205,759</b>	<b>3,855,172</b>	<b>7,194,885</b>	<b>3,339,713</b>	<b>87%</b>
<b>Revenues under expenditures</b>	<b>(887,362)</b>	<b>(887,362)</b>	<b>(1,071,786)</b>	<b>(184,424)</b>	<b>21%</b>
Beginning Fund Balance	887,362	887,362	1,071,786	184,424	21%
<b>Ending Fund Balance</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>FTE's</b>	<b>5.10</b>	<b>6.20</b>	<b>6.55</b>	<b>0.35</b>	<b>6%</b>

**Budget Analysis:**

Revenues increase \$3,155,289 (106%). Expenditures, excluding Contingency, increase \$3,203,065 (107%). Contingency increases \$136,648 (16%). Beginning fund balance increases \$184,424 (21%).

Intergovernmental revenues increase due to carryforward revenue, additional funding in state and local revenue agreements for early learning, family support and youth development, and the inclusion of Healthy Families program revenue previously budgeted in Public Health (100-7030). Charges for Services and Interdepartmental revenues increase due to Medicaid revenue for the Healthy Families program.

Personnel Services expenditures increase due primarily to salaries, retirement costs, and health benefits, and the addition of 1.55 FTE including 1.00 FTE Senior Program Coordinator approved for fiscal year 2021-22 and 0.55 FTE moved from the Public Health organizational unit (100-7030), from a variety of positions, for Healthy Families and alcohol and drug prevention activity support.

Materials and Services expenditures increase in contracted and professional services for early learning, family support and youth development. Interdepartmental expenditures increase due to the inclusion of Healthy Families program indirect cost recognition. Other expenditures remain flat to support community advisory board participation.

Contingency increases and represents funds held in reserve for future appropriations.

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# Developmental Disabilities 191-7065

# Budget Detail

This organization unit administers support services to operate the Community Developmental Disabilities Program (CDDP) serving persons experiencing intellectual and developmental disabilities.

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

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
Developmental Disabilities Services	12,568,397	12,568,397	14,285,306	1,716,909	14%
<b>Total</b>	<b>12,568,397</b>	<b>12,568,397</b>	<b>14,285,306</b>	<b>1,716,909</b>	<b>14%</b>
<b>by category</b>					
Intergovernmental	12,530,207	12,530,207	14,230,473	1,700,266	14%
<b>Total Revenues</b>	<b>12,530,207</b>	<b>12,530,207</b>	<b>14,230,473</b>	<b>1,700,266</b>	<b>14%</b>
Personnel Services	10,270,146	10,270,146	11,559,261	1,289,115	13%
Materials & Services	667,288	667,288	676,076	8,788	1%
Other	1,000	1,000	1,000	-	0%
Interdepartmental	1,608,825	1,608,825	1,994,136	385,311	24%
<b>subtotal</b>	<b>12,547,259</b>	<b>12,547,259</b>	<b>14,230,473</b>	<b>1,683,214</b>	<b>13%</b>
Contingency	21,138	21,138	54,833	33,695	159%
<b>Total Expenditures</b>	<b>12,568,397</b>	<b>12,568,397</b>	<b>14,285,306</b>	<b>1,716,909</b>	<b>14%</b>
<b>Revenues under Expenditures</b>	<b>(38,190)</b>	<b>(38,190)</b>	<b>(54,833)</b>	<b>(16,643)</b>	<b>44%</b>
Beginning Fund Balance	38,190	38,190	54,833	16,643	44%
<b>Ending Fund Balance</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>FTE's</b>	<b>85.10</b>	<b>85.10</b>	<b>91.60</b>	<b>6.50</b>	<b>8%</b>

**Budget Analysis:**

Revenues increase \$1,700,266 (14%). Expenditures, excluding Contingency, increase \$1,683,214 (13%). Contingency increases \$33,695 (159%). Beginning fund balance increases \$16,643 (44%).

Intergovernmental revenues increase due to carryforward revenue and allocations from the State mental health grant revenue for persons with intellectual developmental disabilities.

Personnel Services expenditures increase due to salaries, retirement costs, and health benefits, and the addition of 7.00 FTE to assist with increasing case management assignments to effectively serve community members: 4.00 FTE Mental Health Services Coordinator II FY 2022-23 positions and 3.00 FTE approved during fiscal year 2021- 22; 1.00 FTE Mental Health Services Supervisor; 1.00 FTE Senior Administrative Specialist; and 1.00 FTE Senior Mental Health Services Coordinator. This increase is offset by the reduction of a 0.50 FTE Administrative Specialist II position.

Materials and Services expenditures increase for Professional Services, supplies, communication services, and Dues and Membership costs for additional staffing support. This is offset by a decrease in Professional Services that are no longer needed due to the increase in staff who are providing case management instead of contracting out to providers. Fleet costs decrease as more staff are using personal vehicles.

Other expenditures remain flat for sponsorships to support tri-county events for members enrolled in Developmental Disability Services. Interdepartmental expenditures increase due to Information Technology Services (ITS) project requests and the County Cost Allocation Plan.

Contingency increases and represents funds held in reserve for future appropriations.

This organization unit is responsible for the delivery of community behavioral health services including treatment and support for persons with mental illness and individuals with substance use disorders (SUD).

1. **Behavioral Health Administration** (192-706005): Provides needs assessment, planning, contracting, monitoring and evaluation of all mental health and SUD services. Develops and implements needed services in the community and provides input in statewide service development.
2. **Mental Health Services** (192-706010): Assures services that range from outpatient treatment including brief crisis response to more intensive residential treatment skill training, vocational and medication management for adults with chronic mental illness. County staff also investigates petitions regarding the civil commitment of an alleged mentally ill person.
3. **Children's Behavioral Health** (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.

# Behavioral Health 192-7060

# Budget Detail

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
Behavioral Health Administration	7,256,947	7,256,947	6,802,819	(454,128)	-6%
Mental Health Services	29,074,027	29,074,027	30,534,365	1,460,338	5%
Children's Behavioral Health	1,920,711	1,920,711	1,465,481	(455,230)	-24%
Alcohol & Drug Services	7,699,519	7,699,519	8,505,295	805,776	10%
<b>Total</b>	<b>45,951,204</b>	<b>45,951,204</b>	<b>47,307,960</b>	<b>1,356,756</b>	<b>3%</b>
<b>by category</b>					
Intergovernmental	37,668,780	37,668,780	39,444,484	1,775,704	5%
Interdepartmental	194,914	194,914	353,303	158,389	81%
Miscellaneous	38,430	38,430	39,000	570	1%
Operating Transfers In	1,867,465	1,867,465	1,893,470	26,005	1%
<b>Total Revenues</b>	<b>39,769,589</b>	<b>39,769,589</b>	<b>41,730,257</b>	<b>1,960,668</b>	<b>5%</b>
Personnel Services	4,726,088	4,726,088	5,351,937	625,849	13%
Materials & Services	30,981,098	30,981,098	32,479,499	1,498,401	5%
Other	47,155	47,155	32,655	(14,500)	-31%
Interdepartmental	1,277,481	1,277,481	1,282,411	4,930	0%
Operating Transfers Out	3,791,737	3,791,737	3,039,554	(752,183)	-20%
<b>subtotal</b>	<b>40,823,559</b>	<b>40,823,559</b>	<b>42,186,056</b>	<b>1,362,497</b>	<b>3%</b>
Contingency	5,127,645	5,127,645	5,121,904	(5,741)	0%
<b>Total Expenditures</b>	<b>45,951,204</b>	<b>45,951,204</b>	<b>47,307,960</b>	<b>1,356,756</b>	<b>3%</b>
<b>Revenues under expenditures</b>	<b>(6,181,615)</b>	<b>(6,181,615)</b>	<b>(5,577,703)</b>	<b>603,912</b>	<b>-10%</b>
Beginning Fund Balance	6,181,615	6,181,615	5,577,703	(603,912)	-10%
<b>Ending Fund Balance</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>FTE's</b>	<b>34.81</b>	<b>34.81</b>	<b>37.01</b>	<b>2.20</b>	<b>6%</b>



**Budget Analysis:**

Revenues increase \$1,960,668 (5%). Expenditures, excluding Contingency, increase \$1,362,497 (3%). Beginning fund balance decreases \$603,912 (10%).

Intergovernmental revenues increase in grant carryforward, Beer and Wine Taxes, and a new grant award from State Youth Development Division to support individuals with mental health and addictions disorders, as well as funding from coordinated care organization agreements for crisis and other behavioral health community services.

Interdepartmental revenues increase in funding from Housing Services unit (211-6530) which is offset by a decrease from Coordinated Care Organization (CCO2.0) unit (203-7087).

Operating Transfers In revenues decrease from Mental Health HB 2145 unit (194-7070) which is offset by an increase in General Fund to be used for mental health services for crisis response (Hawthorn); civil commitment investigations and hearings; a Mental Health liaison within the Jail; the coordination of mental health services with the Juvenile department; child abuse response and evaluation services (CARES), and the Mental Health Response team that works with the Sheriff's Office.

Personnel Services expenditures increase due to salaries, retirement costs, and health benefits, and the addition of 2.20 FTE positions: a 1.00 FTE new Senior Mental Health Services Coordinator and a 0.25 FTE new Administrative Specialist II. Additionally, 0.95 FTE transferred from CCO2.0 unit (203-7087) to Behavioral Health unit (192-7060) to align staff appropriately with care coordination workloads to effectively serve community members.

Materials and Services expenditures increase in contracted services for mental health and addictions programs. Other expenditures decrease due to the net effect of the decrease in reserve contributions to the Tigard Repair Fund 562 which was closed in fiscal year 2020-21, and an increase in sponsorships to support mental health and addictions programs in the community.

Interdepartmental expenditures increase due to the County Cost Allocation Plan. Transfers to Other funds decrease to Mental Health Crisis Services unit (199-7089) due to an increase in Medicaid revenue for Crisis Safety Net System, which is offset by an increase to House Bill 2145 unit (194-7070) for surplus of Beer and Wine tax revenue.

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

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 Oregon health care transformation. Health Share of Oregon is a separate organization unit for the provision of OHP mental health services.

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

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
OHP Mental Health Organization	5,578,094	5,578,094	5,567,565	(10,529)	0%
<b>Total</b>	<b>5,578,094</b>	<b>5,578,094</b>	<b>5,567,565</b>	<b>(10,529)</b>	<b>0%</b>
<b>by category</b>					
Interdepartmental	-	-	5,567,565	5,567,565	0%
<b>subtotal</b>	<b>-</b>	<b>-</b>	<b>5,567,565</b>	<b>5,567,565</b>	<b>0%</b>
Contingency	5,578,094	5,578,094	-	(5,578,094)	-100%
<b>Total Expenditures</b>	<b>5,578,094</b>	<b>5,578,094</b>	<b>5,567,565</b>	<b>(10,529)</b>	<b>0%</b>
<b>Revenues under expenditures</b>	<b>(5,578,094)</b>	<b>(5,578,094)</b>	<b>(5,567,565)</b>	<b>10,529</b>	<b>0%</b>
Beginning Fund Balance	5,578,094	5,578,094	5,567,565	(10,529)	0%
<b>Ending Fund Balance</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	

**Budget Analysis:**

Contingency decreases \$5,578,094 (100%).

Interdepartmental expenditures increase due to the transfer to (Tri-County Risk Reserve) Behavioral Health Resource Network unit (207-7086) to consolidate appropriations in a single fund to support the capital development costs of the Center for Addictions Treatment and Triage (CATT). After all of the funds are transferred out, this fund will be closed.

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

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

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
Mental Health HB 2145	555,154	555,154	781,654	226,500	41%
<b>Total</b>	<b>555,154</b>	<b>555,154</b>	<b>781,654</b>	<b>226,500</b>	<b>41%</b>
<b>by category</b>					
Operating Transfers In	-	-	37,508	37,508	0%
<b>Total Revenues</b>	<b>-</b>	<b>-</b>	<b>37,508</b>	<b>37,508</b>	<b>0%</b>
Operating Transfers Out	39,995	39,995	-	(39,995)	-100%
<b>subtotal</b>	<b>39,995</b>	<b>39,995</b>	<b>-</b>	<b>(39,995)</b>	<b>-100%</b>
Contingency	515,159	515,159	781,654	266,495	52%
<b>Total Expenditures</b>	<b>555,154</b>	<b>555,154</b>	<b>781,654</b>	<b>226,500</b>	<b>41%</b>
	<b>Revenues under expenditures</b>	<b>(555,154)</b>	<b>(555,154)</b>	<b>(744,146)</b>	<b>(188,992) 34%</b>
Beginning Fund Balance	555,154	555,154	744,146	188,992	34%
<b>Ending Fund Balance</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	

### **Budget Analysis:**

Expenditures, excluding Contingency, decrease \$39,995 (100%). Contingency increases \$266,495 (52%). Beginning fund balance increases \$188,992 (34%).

Revenues increase due to surplus of Beer and Wine tax revenue transferred from Behavioral Health (BH) unit (192-7060) to assure revenue is recorded when received.

Expenditures decrease in transfer to BH unit (192-7060) as funds are not needed to support addiction related services for fiscal year 2022-23.

Contingency increases and represents funds held in reserve for future appropriations.

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

This fund consists of Medicaid dollars used to manage Oregon Health Plan (OHP) mental health and addiction benefits for Washington County residents enrolled in HSO for the period between September 1, 2012, through December 31, 2019. As of January 1, 2020, the three metro counties role managing the behavioral health benefits was transitioned to another organization and the County's care coordination services moved to Fund 203 Coordinated Care Organization (CCO2.0).

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

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
Health Share of Oregon (HSO)	6,887,250	6,887,250	2,533,282	(4,353,968)	-63%
<b>Total</b>	<b>6,887,250</b>	<b>6,887,250</b>	<b>2,533,282</b>	<b>(4,353,968)</b>	<b>-63%</b>
<b>by category</b>					
Interdepartmental	-	4,500,000	2,533,282	(1,966,718)	-44%
<b>subtotal</b>	<b>-</b>	<b>4,500,000</b>	<b>2,533,282</b>	<b>(1,966,718)</b>	<b>-44%</b>
Contingency	6,887,250	2,387,250	-	(2,387,250)	-100%
<b>Total Expenditures</b>	<b>6,887,250</b>	<b>6,887,250</b>	<b>2,533,282</b>	<b>(4,353,968)</b>	<b>-63%</b>
<b>Revenues under Expenditures</b>	<b>(6,887,250)</b>	<b>(6,887,250)</b>	<b>(2,533,282)</b>	<b>4,353,968</b>	<b>-63%</b>
Beginning Fund Balance	6,887,250	6,887,250	2,533,282	(4,353,968)	-63%
<b>Ending Fund Balance</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	

**Budget Analysis:**

Expenditures, excluding Contingency, decrease \$1,966,718 (44%). Contingency decreases \$2,387,250 (100%). Beginning fund balance decreases \$4,353,968 (63%).

Interdepartmental expenditures increase due to the County Cost Allocation Plan and the transfer to (Tri-County Risk Reserve) Behavioral Health Resource Network unit (207-7086) to consolidate appropriations in a single fund to support the capital development costs of the Center for Addictions Triage and Treatment (CATT).

Aging Services helps older adults and people with physical disabilities access in-home and community-based resources that address basic needs and enhance their quality of life. This mission is fulfilled through the development of a comprehensive, coordinated system of services and programs. The division and its advisory council focus on addressing the concerns of those persons in greatest social and economic need to maximize their ability to live in community, as independently as possible.

1. ***In-Home Services*** (198-752020): Provides home care, personal care, home delivered meals, adult daycare, assisted transportation, medical equipment, home repair and respite care related to Oregon Project Independence (OPI) for older adults.
2. ***Administration*** (198-752025): Provides planning and program coordination, program implementation, maintenance of records; fulfillment of requirements of federal and state rules, regulations, policies and procedures and support to the advisory councils.
3. ***Program Development*** (198-752040): Provides support for existing programs and the development of new services which utilize service providers, staff and volunteers; including Medicare counseling, options counseling, information and assistance, benefit enrollment, homeless coordination efforts, money management, health promotion training, Gatekeeper and a pilot for Oregon Project Independence for clients under 60.
4. ***Older Americans Act/NSIP*** (198-752050): Combines Older American Act (OAA) support services, congregate meals, home delivered meals, disease prevention/health promotion, national family caregiver and elder abuse prevention for budgetary and financial reporting purposes. OAA and nutrition services incentive program include in home supportive services, transportation, home repair, congregate and home delivered meals, elder abuse prevention, outreach, advocacy, minor home repair, and respite care.
5. ***Housing Coordination*** (198-752060): Housing Coordination is aimed at housing older adults through grants and staff specializing in this area.

# Aging Services 198-7520

# Budget Detail

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
In-Home Services	1,167,319	1,167,319	1,318,738	151,419	13%
Administration	741,298	741,298	843,737	102,439	14%
Program Development	1,211,683	1,211,683	1,291,093	79,410	7%
Older Americans Act/NSIP	2,948,367	4,880,478	3,556,797	(1,323,681)	-27%
Housing Coordination	134,003	134,003	136,659	2,656	2%
<b>Total</b>	<b>6,202,670</b>	<b>8,134,781</b>	<b>7,147,024</b>	<b>(987,757)</b>	<b>-12%</b>
<b>by category</b>					
Intergovernmental	5,218,428	7,150,539	6,203,856	(946,683)	-13%
Interdepartmental	30,000	30,000	30,000	-	0%
Miscellaneous	32,400	32,400	15,400	(17,000)	-52%
Operating Transfers In	349,773	349,773	352,429	2,656	1%
<b>Total Revenues</b>	<b>5,630,601</b>	<b>7,562,712</b>	<b>6,601,685</b>	<b>(961,027)</b>	<b>-13%</b>
Personnel Services	2,276,200	2,609,421	2,651,510	42,089	2%
Materials & Services	2,858,695	4,457,585	3,292,497	(1,165,088)	-26%
Other	39,308	39,308	39,208	(100)	0%
Interdepartmental	472,361	472,361	538,746	66,385	14%
<b>subtotal</b>	<b>5,646,564</b>	<b>7,578,675</b>	<b>6,521,961</b>	<b>(1,056,714)</b>	<b>-14%</b>
Contingency	556,106	556,106	625,063	68,957	12%
<b>Total Expenditures</b>	<b>6,202,670</b>	<b>8,134,781</b>	<b>7,147,024</b>	<b>(987,757)</b>	<b>-12%</b>
<b>Revenues under Expenditures</b>	<b>(572,069)</b>	<b>(572,069)</b>	<b>(545,339)</b>	<b>26,730</b>	<b>-5%</b>
Beginning Fund Balance	572,069	572,069	545,339	(26,730)	-5%
<b>Ending Fund Balance</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>FTE's</b>	<b>18.98</b>	<b>18.98</b>	<b>21.68</b>	<b>2.70</b>	<b>14%</b>

**Budget Analysis:**

Revenues decrease \$961,027 (13%). Expenditures, excluding Contingency, decrease \$1,056,714 (14%). Contingency increases \$68,957 (12%). Beginning fund balance decreases \$26,730 (5%).

Revenues decrease primarily due to Coronavirus Aid, Relief and Economic Security (CARES) act funding provided for COVID-19 relief ending in fiscal year 2021-22 and a reduction in DAVS American Rescue Plan Act (ARPA) funds. This decrease is offset by other new sources of revenue from Supplemental Nutrition funds, Expanding Access to COVID-19 Vaccine funds, and the return of Sequestration Mitigation, which had closed in FY 2020-21. Additionally, Older American Act (OAA) revenues increased in Public Outreach, Volunteer Recruitment, Information for Caregivers, and Access Assistance to support service needs. Oregon Project Independence (OPI) revenues also increased in Personal Care, Homemaker and Case Management to support service needs.

Personnel Services expenditures increase due to salaries, retirement costs, health benefits and the net effect of: 1) the addition of 1.00 FTE Limited Duration Program Coordinator, 1.00 FTE Limited Duration Program Specialist, 0.75 FTE Program Specialist (comprised of a new 0.50 FTE and increasing a current 0.75 FTE position to 1.00 FTE); and 2) the elimination of 0.80 FTE Program Communication and Education Specialist position.

Materials and Services expenditures decrease due to the net effect of a decrease in contracted services funded by CARES and a reduction in Home Delivered and Congregate Meals funded by DAVS ARPA, the increase in Medical Equipment and Chronic Disease Prevention and Management under OAA and an increase in Contracted Services in: 1) Supplemental Nutrition and Expanding Access to COVID-19 Vaccine under OAA; 2) Sequestration Mitigation; 3) No Wrong Door; and 4) OPI under Personal Care and Homemaker.

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

Contingency increases and represents funds held in reserve for future appropriations.



# Mental Health Crisis Services 199-7089

# Budget Detail

This organization unit is a core component of the behavioral health safety net system of care managed by the County. This 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	
	2021-22	2021-22	2022-23	\$	%
Mental Health Crisis Services	8,713,209	8,713,209	8,776,002	62,793	1%
<b>Total</b>	<b>8,713,209</b>	<b>8,713,209</b>	<b>8,776,002</b>	<b>62,793</b>	<b>1%</b>
<b>by category</b>					
Intergovernmental	360,000	360,000	360,000	-	0%
Charges for Services	2,094,764	2,094,764	2,914,640	819,876	39%
Interdepartmental	130,000	130,000	130,000	-	0%
Operating Transfers In	4,113,475	4,113,475	3,323,784	(789,691)	-19%
<b>Total Revenues</b>	<b>6,698,239</b>	<b>6,698,239</b>	<b>6,728,424</b>	<b>30,185</b>	<b>0%</b>
Materials & Services	6,461,981	6,461,981	6,438,555	(23,426)	0%
Interdepartmental	251,258	251,258	2,289,869	2,038,611	811%
<b>subtotal</b>	<b>6,713,239</b>	<b>6,713,239</b>	<b>8,728,424</b>	<b>2,015,185</b>	<b>30%</b>
Contingency	1,999,970	1,999,970	47,578	(1,952,392)	-98%
<b>Total Expenditures</b>	<b>8,713,209</b>	<b>8,713,209</b>	<b>8,776,002</b>	<b>62,793</b>	<b>1%</b>
<b>Revenues under Expenditures</b>	<b>(2,014,970)</b>	<b>(2,014,970)</b>	<b>(2,047,578)</b>	<b>(32,608)</b>	<b>2%</b>
Beginning Fund Balance	2,014,970	2,014,970	2,047,578	32,608	2%
<b>Ending Fund Balance</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	

***Budget Analysis:***

Expenditures, excluding Contingency, increase \$2,015,185 (30%). Contingency decreases \$1,952,392 (98%). Beginning fund balance increases \$32,608 (2%).

Revenues remain flat due to the net effect of an increase in Charges for Services revenues due to Medicaid agreements with Coordinated Care Organizations (CCOs) to support the Crisis Safety Net System, and the decrease in Operating transfers from Behavioral Health unit (192-7060) due to increase in Medicaid revenue from CCOs.

Materials and Services expenditures remain flat due to a decrease for contracted and professional services for Crisis Safety Net System and an increase for communications services for the crisis line.

Interdepartmental expenditures increase due to the County Cost Allocation Plan and Facilities Capital project development of the Center for Addictions Triage and Treatment (CATT) for Hawthorn Crisis Walk-in Center permanent location.

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

# Coordinated Care Organization 203-7087

# Budget Detail

With the State's implementation of Coordinated Care Organization 2.0 (CCO 2.0) contracts, the role of the Behavioral Health program has changed significantly to focus on care coordination rather than plan management. Washington County contracts with Health Share of Oregon, CareOregon, Trillium Community Health Plan, and Yamhill Community Care Organization to provide care coordination services to community members within the Oregon Health Plan.

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

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
Coordinated Care Organization CCO 2.0	\$ 7,005,276	7,005,276	6,662,305	(342,971)	-5%
<b>Total</b>	<b>7,005,276</b>	<b>7,005,276</b>	<b>6,662,305</b>	<b>(342,971)</b>	<b>-5%</b>
<b>by category</b>					
Charges for Services	6,097,951	6,097,951	6,023,185	(74,766)	-1%
<b>Total Revenues</b>	<b>6,097,951</b>	<b>6,097,951</b>	<b>6,023,185</b>	<b>(74,766)</b>	<b>-1%</b>
Personnel Services	4,057,003	4,057,003	4,115,022	58,019	1%
Materials & Services	1,020,052	1,020,052	945,717	(74,335)	-7%
Other	3,000	3,000	3,000	-	0%
Interdepartmental	934,228	934,228	772,635	(161,593)	-17%
<b>subtotal</b>	<b>6,014,283</b>	<b>6,014,283</b>	<b>5,836,374</b>	<b>(177,909)</b>	<b>-3%</b>
Contingency	990,993	990,993	825,931	(165,062)	-17%
<b>Total Expenditures</b>	<b>7,005,276</b>	<b>7,005,276</b>	<b>6,662,305</b>	<b>(342,971)</b>	<b>-5%</b>
<b>Revenues under Expenditures</b>	<b>(907,325)</b>	<b>(907,325)</b>	<b>(639,120)</b>	<b>268,205</b>	<b>-30%</b>
Beginning Fund Balance	907,325	907,325	639,120	(268,205)	-30%
<b>Ending Fund Balance</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>FTE's</b>	<b>30.09</b>	<b>30.09</b>	<b>29.89</b>	<b>(0.20)</b>	<b>-1%</b>

**Budget Analysis:**

Revenues decrease \$74,766 (1%). Expenditures, excluding Contingency, decrease \$177,909 (3%). Contingency decreases \$165,062 (17%). Beginning fund balance decreases \$268,205 (30%).

Charges for Services revenues decrease due to adjustments in Medicaid revenue from agreements with coordinated care organizations (CCOs) to support care coordination and community-based services.

Personnel Services expenditures increase due primarily to salaries, retirement costs, and health benefits, which is offset by a decrease of 0.20 FTE position due to the addition of 0.75 FTE Administrative Specialist II and the transfer of 0.95 FTE from multiple positions that moved to Behavioral Health unit (192-7060) to align staff appropriately with care coordination workloads to effectively serve community members.

Materials and Services decrease for contracted and professional services for care coordination. Interdepartmental expenditures decrease due to Information Technology Services (ITS) requests and adjustments in the County Cost Allocation Plan.

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

This organization unit is responsible for the implementation of the Behavioral Health Resource Network to provide development and operations of the Center for Addictions, Triage and Treatment (CATT).

1. **Tri-County Risk Reserve for HSO (207-708605):** Provides support the Center for Addictions, Triage and Treatment (CATT) in collaboration with providers in the community to ensure a coordinated approach to the system of care for addictions services.

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
Tri-County Risk Reserve for HSO	10,500,000	10,500,000	25,089,358	14,589,358	139%
<b>Total</b>	<b>10,500,000</b>	<b>10,500,000</b>	<b>25,089,358</b>	<b>14,589,358</b>	<b>139%</b>
<b>by category</b>					
Intergovernmental	-	-	17,000,000	17,000,000	0%
Interdepartmental	-	-	8,089,358	8,089,358	0%
<b>Total Revenues</b>	<b>-</b>	<b>-</b>	<b>25,089,358</b>	<b>25,089,358</b>	<b>0%</b>
Materials & Services	-	-	1,000,000	1,000,000	0%
Other	250,000	-	-	-	0%
Interdepartmental	-	10,500,000	24,089,358	13,589,358	129%
<b>subtotal</b>	<b>250,000</b>	<b>10,500,000</b>	<b>25,089,358</b>	<b>14,589,358</b>	<b>139%</b>
Contingency	10,250,000	-	-	-	0%
<b>Total Expenditures</b>	<b>10,500,000</b>	<b>10,500,000</b>	<b>25,089,358</b>	<b>14,589,358</b>	<b>139%</b>
<b>Revenues under Expenditures</b>	<b>(10,500,000)</b>	<b>(10,500,000)</b>	<b>-</b>	<b>10,500,000</b>	<b>-100%</b>
Beginning Fund Balance	10,500,000	10,500,000	-	(10,500,000)	-100%
<b>Ending Fund Balance</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	

**Budget Analysis:**

Expenditures increase \$14,589,358 (139%). Beginning fund balance decreases \$10,500,000 (100%).

Intergovernmental revenues increase due to new Measure 110 grant funding for substance use prevention, treatment, and recovery services support. Interdepartmental revenues increase due to transfer of balances in Oregon Health Plan unit (193-7080) and Health Share of Oregon unit (195-7085) to consolidate appropriations in a single fund to support the capital development costs of the Center for Addictions Triage and Treatment (CATT).

Materials and Services increase for furniture and fixture supplies to set up operations for CATT. Interdepartmental expenditures increase for Facilities Capital project development for CATT to be a comprehensive substance use treatment center.

# Emergency Medical Services 208-7010

# Budget Detail

The Washington County Emergency Medical Services (EMS) office (WCEO) is responsible for oversight of ambulance and wheelchair car services in Washington County and a small border portion of Clackamas County, including ambulance and wheelchair ambulance inspections, support to the EMS Alliance and development of service standards.

1. **Emergency Medical Services (208-701005):** Manages the EMS Franchise agreement and provides oversight of ambulance services in Washington County including ambulance and wheelchair car inspections, support to the EMS Alliance and development of service standards.

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
Emergency Medical Services	1,692,415	1,692,415	1,638,772	(53,643)	-3%
<b>Total</b>	<b>1,692,415</b>	<b>1,692,415</b>	<b>1,638,772</b>	<b>(53,643)</b>	<b>-3%</b>
<b>by category</b>					
Licenses & Permits	570,902	570,902	616,672	45,770	8%
Charges for Services	1,000	1,000	52,240	51,240	5,124%
Interdepartmental	10,250	10,250	10,250	-	0%
Miscellaneous	36,394	36,394	37,087	693	2%
<b>Total Revenues</b>	<b>618,546</b>	<b>618,546</b>	<b>716,249</b>	<b>97,703</b>	<b>16%</b>
Personnel Services	450,337	450,337	382,294	(68,043)	-15%
Materials & Services	731,994	731,994	585,196	(146,798)	-20%
Other	3,000	3,000	2,000	(1,000)	-33%
Interdepartmental	111,700	111,700	112,184	484	0%
<b>subtotal</b>	<b>1,297,031</b>	<b>1,297,031</b>	<b>1,081,674</b>	<b>(215,357)</b>	<b>-17%</b>
Contingency	395,384	395,384	557,098	161,714	41%
<b>Total Expenditures</b>	<b>1,692,415</b>	<b>1,692,415</b>	<b>1,638,772</b>	<b>(53,643)</b>	<b>-3%</b>
<b>Revenues under Expenditures</b>	<b>(1,073,869)</b>	<b>(1,073,869)</b>	<b>(922,523)</b>	<b>151,346</b>	<b>-14%</b>
Beginning Fund Balance	1,073,869	1,073,869	922,523	(151,346)	-14%
<b>Ending Fund Balance</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>FTE's</b>	<b>3.20</b>	<b>3.20</b>	<b>2.70</b>	<b>(0.50)</b>	<b>-16%</b>

**Budget Analysis:**

Revenues increase \$97,703 (16%). Expenditures, excluding Contingency, decrease \$215,357 (17%). Contingency increases \$161,714 (41%). Beginning fund balance decreases \$151,346 (14%).

Revenues increase due to increases in ambulance franchise fees and emergency vehicle license fees as well as a new agreement to provide online medical direction services to a local district. Revenue from CPR training classes is eliminated from the Emergency Medical Services budget.

Personnel Services decrease due to the net effect of the transfer of 0.50 FTE from a variety of positions which are moving to the Public Health organization unit (100-7030) to assist with Public Health emergency preparedness and increases for salaries, retirement costs, and health benefits.

Materials & Services decrease primarily due to reductions in supply costs and planned system enhancements, as well as the elimination of costs relating to the provision of CPR training classes. Other Expenditures decrease due to an expected reduction in required meetings with regional partners.

Contingency increases and represents funds held in reserve for future appropriations.

The Department of Housing Services manages County and Housing Authority programs. Housing Authority programs are managed under the terms of an intergovernmental agreement between the County and the Authority.

1. **Housing Administration (218-651005)**: Includes staff and operating costs associated with the administration of the Department's Continuum of Care and Homeless programs, and the Housing Authority's Low Rent Public Housing, Section 8 Program, Local Fund and Affordable Housing portfolio.
2. **Maintenance (218-651010)**: Includes staff to maintain and the Housing Authority's Low Rent Public Housing, Section 8 Program, Local Fund and Affordable Housing portfolio.
3. **Continuum of Care-Housing Assistance Payment (218-651025)**: Includes HUD funds to pay for seven Continuum of Care grants to local service providers to provide services to the homeless. Funds are provided to local providers fund housing assistance payments and other supportive services.
4. **Continuum of Care Services, Operations & Administration (218-651030)**: Includes HUD funds for rental assistance administered by local providers of services. Funds support services, operating costs and other eligible expenses.
5. **Homeless Programs (218-651035)**: Primarily funded by the General Funds to administer homeless programs aligned with A Road Home: Community Plan to Prevent and End Homelessness. The County invests in Mary Mac Transitional Housing, funds a Chronic Health Case Manager, Renters Rights Hotline, and Rural Assistance in Transition from Homelessness Program. This program also provides a match for HUD funded projects.
6. **Kaiser Metro 300 (RSHIF) (218-651045)**: Closed



# Housing Services 218-6510

# Budget Detail

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
Housing Administration	9,050,587	9,050,587	12,282,869	3,232,282	36%
Maintenance	474,367	474,367	597,178	122,811	26%
Continuum of Care-Housing Assistance Payment	3,365,970	3,365,970	3,412,737	46,767	1%
Continuum of Care Services, Operations & Administration	792,095	792,095	901,627	109,532	14%
Homeless Programs	1,878,517	1,878,517	1,675,179	(203,338)	-11%
Kaiser Metro 300 (RSHIF)	700,775	700,775	-	(700,775)	-100%
<b>Total</b>	<b>16,262,311</b>	<b>16,262,311</b>	<b>18,869,590</b>	<b>2,607,279</b>	<b>16%</b>
<b>by category</b>					
Intergovernmental	4,862,016	4,862,016	4,150,491	(711,525)	-15%
Miscellaneous	9,084,929	9,084,929	12,880,047	3,795,118	42%
Operating Transfers In	1,880,540	1,880,540	1,332,568	(547,972)	-29%
<b>Total Revenues</b>	<b>15,827,485</b>	<b>15,827,485</b>	<b>18,363,106</b>	<b>2,535,621</b>	<b>16%</b>
Personnel Services	8,065,771	8,065,771	11,069,736	3,003,965	37%
Materials & Services	938,047	938,047	1,188,000	249,953	27%
Other	5,441,834	5,441,834	4,879,404	(562,430)	-10%
Interdepartmental	865,868	865,868	1,550,311	684,443	79%
Operating Transfers Out	600,325	600,325	-	(600,325)	-100%
<b>subtotal</b>	<b>15,911,845</b>	<b>15,911,845</b>	<b>18,687,451</b>	<b>2,775,606</b>	<b>17%</b>
Contingency	350,466	350,466	182,139	(168,327)	-48%
<b>Total Expenditures</b>	<b>16,262,311</b>	<b>16,262,311</b>	<b>18,869,590</b>	<b>2,607,279</b>	<b>16%</b>
<b>Revenues under Expenditures</b>	<b>(434,826)</b>	<b>(434,826)</b>	<b>(506,484)</b>	<b>(71,658)</b>	<b>16%</b>
Beginning Fund Balance	434,826	434,826	506,484	71,658	16%
<b>Ending Fund Balance</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>FTE's</b>	<b>62.00</b>	<b>70.00</b>	<b>86.00</b>	<b>16.00</b>	<b>23%</b>

**Budget Analysis:**

Revenues increase \$2,535,621 (16%). Expenditures, excluding Contingency, increase \$2,775,606 (17%). Contingency decreases \$168,327 (48%). Beginning fund balance increases \$71,658 (16%).

Intergovernmental Revenues decrease due to the close of the two-year Kaiser Metro 300 project.

Miscellaneous Revenues increase which are transfers from other Department of Housing Services programs, including Housing Authority programs, Fund 219 Metro Affordable Housing Bond Program, and Fund 221 Metro Supportive Housing Services program. This reflects available resource increases to provide housing related assistance to the community from all programs.

Operating Transfers decreases to reflect a combination of (1) a decrease in transfer from General Fund to support the Continuum of Care and Homeless programs, (2) eliminate inter-program transfer of General Fund operating support from the Housing Services Fund to the Continuum of Care programs, (3) eliminate inter-fund transfer of General Fund support to Fund 219 Metro Affordable Housing Bond, (4) decrease in transfer from General Fund to support Housing Authority's affordable development activities, and (5) an increase in operating transfer from the Public Safety Levy transfer for homeless programs of \$330,768 ( \$205,000 for Sojourner's; \$71,443 for Housing Navigation, and \$54,325 for an Employment Specialist for individuals impacted by domestic violence).

The net impact of General Fund transfer to support Housing Services and the Housing Authority decreased by \$56,179. A \$44,285 increase for the Continuum of Care programs and Homeless programs, a \$171,656 decrease to support Housing Authority's affordable development activities, and a \$76,497 increase for Fund 219 Metro Affordable Housing Bond to offset County-wide indirect cost impact and insufficient administration fee provided by Metro.

Personnel Services increase due to salaries, retirement costs, health benefits, and the addition of 7.00 FTE positions approved by the Board in fiscal year 2021-22 and 17.00 FTE positions to operate homeless programs funded by HUD grants, Fund 219 Metro Affordable Housing Bond Program, Fund 221 Metro Supportive Housing Services programs, and Housing Authority programs.

Other expenditures decrease to reflect a reduction in housing assistance payments.

Interdepartmental expenditures increase to reflect a \$498,159 County Cost Allocation Plan increase and a \$191,359 cost associated with a Department Communications Coordinator II position budgeted in the County Administrative Office, Communications program 100-151025.

Transfers to Other funds decreases \$600,325, reflecting eliminations of inter-program transfer of General Fund operating support from the Housing Services Fund to the Continuum of Care programs, inter-fund transfer of General Fund support to Fund 219 Metro Affordable Housing Bond and transfer from General Fund to support Housing Authority's affordable development activities.

# Metro Affordable Housing Bond 219-6520

# Budget Detail

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	
	2021-22	2021-22	2022-23	\$	%
General Housing Bond Program Administration	678,514	678,514	685,011	6,497	1%
Housing Bond Project Development	31,674,529	31,674,529	45,653,609	13,979,080	44%
<b>Total</b>	<b>32,353,043</b>	<b>32,353,043</b>	<b>46,338,620</b>	<b>13,985,577</b>	<b>43%</b>
<b>by category</b>					
Intergovernmental	32,089,979	32,089,979	45,999,059	13,909,080	43%
Operating Transfers In	263,064	263,064	339,561	76,497	29%
<b>Total Revenues</b>	<b>32,353,043</b>	<b>32,353,043</b>	<b>46,338,620</b>	<b>13,985,577</b>	<b>43%</b>
Materials & Services	1,403,962	1,403,962	568,549	(835,413)	-60%
Other	30,674,529	30,674,529	45,653,609	14,979,080	49%
Interdepartmental	274,552	274,552	116,462	(158,090)	-58%
<b>subtotal</b>	<b>32,353,043</b>	<b>32,353,043</b>	<b>46,338,620</b>	<b>13,985,577</b>	<b>43%</b>
Contingency	-	-	-	-	0%
<b>Total Expenditures</b>	<b>32,353,043</b>	<b>32,353,043</b>	<b>46,338,620</b>	<b>13,985,577</b>	<b>43%</b>
<b>Revenues under Expenditures</b>	-	-	-	-	<b>0%</b>
Beginning Fund Balance	-	-	-	-	0%
<b>Ending Fund Balance</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	

**Budget Analysis:**

Revenues increase \$13,985,577 (43%). Expenditures increase \$13,985,577 (43%).

The County will utilize \$685,011 program administration revenue for fiscal year 2022-23 and anticipates distributing \$45,653,609 project development funds to ten projects approved by Metro.

Operating Transfers In increases to offset the County Cost Allocation Plan impact and insufficient administration fee provided by Metro.

Material and Services include Professional Services for project development activities, \$369,203 staff payroll cost, \$86,996 Department of Housing Services (DHS) indirect cost and \$77,350 County Cost Allocation Plan expenditures allocated to DHS, direct payroll costs are used as the allocation basis.

Development Revenue and Development Expenditure both increase \$14,979,080, reflecting the development cost change in different stages of the multi-year project schedules.

Interdepartmental expenditures decrease primarily due to the County Cost Allocation Plan cost decrease of \$145,220 based on the County Cost Allocation Plan and interdepartmental personnel cost decrease of \$12,870 resulting from reduced environmental review service requirement by HUD.

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

1. **HOME Administration (220-902005)**: Ensures compliance with the federal program and cross-cutting regulations; informs community members of funding cycle opportunities and ways to engage in assessing housing and community development needs and informs actions and priorities; provides technical assistance to potential sponsors; provides planning, program and activity design; and ensures accountability and control of Department of Housing and Urban Development (HUD) funding.
2. **Project Administration (220-902010)**: This program accounts for the expenditure of HOME development, predevelopment, and operating support to assist in the development of affordable home ownership and rental housing. The HOME program is essentially an affordable housing block grant program.

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
HOME Administration	223,086	223,086	248,316	25,230	11%
Project Administration	4,770,489	4,770,489	1,884,176	(2,886,313)	-61%
<b>Total</b>	<b>4,993,575</b>	<b>4,993,575</b>	<b>2,132,492</b>	<b>(2,861,083)</b>	<b>-57%</b>
<b>by category</b>					
Intergovernmental	4,993,575	5,093,575	2,994,650	(2,098,925)	-41%
<b>Total Revenues</b>	<b>4,993,575</b>	<b>5,093,575</b>	<b>2,994,650</b>	<b>(2,098,925)</b>	<b>-41%</b>
Personnel Services	163,507	253,507	304,384	50,877	20%
Materials & Services	30,074	40,074	49,700	9,626	24%
Other	4,770,489	4,770,489	2,884,176	(1,886,313)	-40%
Interdepartmental	29,505	29,505	62,253	32,748	111%
<b>subtotal</b>	<b>4,993,575</b>	<b>5,093,575</b>	<b>3,300,513</b>	<b>(1,793,062)</b>	<b>-35%</b>
Contingency	-	-	-	-	0%
<b>Total Expenditures</b>	<b>4,993,575</b>	<b>5,093,575</b>	<b>3,300,513</b>	<b>(1,793,062)</b>	<b>-35%</b>
<b>Revenues under Expenditures</b>	-	-	<b>(305,863)</b>	<b>(305,863)</b>	<b>0%</b>
Beginning Fund Balance	-	-	305,863	305,863	0%
<b>Ending Fund Balance</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>FTE's</b>	<b>1.17</b>	<b>1.17</b>	<b>2.17</b>	<b>1.00</b>	<b>85%</b>

**Budget Analysis:**

Revenues decrease \$2,098,925 (41%). Expenditures decrease \$1,793,062 (35%).

HOME Investment Partnerships Program intergovernmental revenues from the US Department of Housing and Urban development (HUD) decrease from the prior year as a result of new projects not expected to expend funds during fiscal year 2022-23. This reduction is partially offset by additional Intergovernmental Revenues from HUD to fund HOME projects under the American Rescue Plan Act (HOME-ARP).

Personnel and Materials and Services costs increase from the prior year due to adding temporary staff to support HOME-ARP projects. Interfund expenses also increase due to the addition of HOME-ARP activities. Project expenditures decrease due to new HOME projects not expected to use funds during FY 2022-23.

This organization unit houses revenues and expenditures for the Metro Supportive Housing Services Measure, approved by Metro-area voters in May 2020. This measure is to raise revenue for supportive housing services for people experiencing homelessness or at risk of experiencing homelessness. Community members and leaders from around the region developed the measure to provide the much-needed housing and wraparound services to effectively and permanently elevate people out of homelessness.

The program is funded through a one percent tax on all taxable income of more than \$125,000 for individuals and \$200,000 for joint filers and a one percent tax on profits from businesses with gross receipts of more than \$5 million. The new tax requirements begin in January 2021. The program will be funded through December 2030, unless reauthorized by the voters on or before that date.

1. **Supportive Housing Services Administration (221-653005)**: This program provides accounting and administrative support for managing the taxes and expenditure planning for this fund.
2. **SHS Supportive Services Program (221-653010)**: Services include programs that create stable housing placements and long-term retention of housing. These programs include housing case managers serving people who need long term services (HCMS) and shorter-term programs like Rapid Rehousing; site-based services like Permanent Supportive Housing programs; and wrap around supports such as supported employment programs.
3. **SHS Shelter Services (221-653015)**: Services include programs that connect people experiencing homelessness and housing instability into services that best meet their needs. These services include outreach programs; access centers where intake workers can co-locate services for many populations and housing needs emergency shelter programs of all types (alternative shelters like tiny homes, bridge shelter, congregate shelter, winter shelter, and inclement weather shelter); and other programs providing connections to housing programs.
4. **SHS Long-Term Rental Assistance Program (221-653020)**: Provides rent assistance and other direct assistance to create economic and housing stability for people with very low incomes. These programs include long term rent assistance (RLRA), medium term rent assistance programs (Rapid Rehousing) and short or one time housing financial assistance (Rapid Resolution). These programs also include financial assistance and services for landlords to incentivize partnership with our housing programs, and direct financial assistance to individuals to aid in affording rent and other basic needs.
5. **SHS System and Capacity Building (221-653025)**: Systems and capacity building investments are designed to strengthen and expand our system of care. These programs include operation of Community Connect, the required Coordinated Entry System; Capacity building investments for emerging and culturally specific organizations; technical consultants to build new programs and support the training and capacity of partner providers; and capital investments to create new shelters, access centers, and PSH programs.

# Supportive Housing Services 221-6530

# Budget Detail

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
Supportive Housing Services Administration	\$ 38,329,500	50,829,500	4,465,746	(46,363,754)	-91%
SHS Supportive Services Program	-	-	16,956,259	16,956,259	-%
SHS Shelter Services	-	-	11,322,972	11,322,972	-%
SHS Long-Term Rental Assistance Program	-	-	16,433,323	16,433,323	-%
SHS System and Capacity Building	-	-	1,150,000	1,150,000	-%
<b>Total</b>	<b>38,329,500</b>	<b>50,829,500</b>	<b>50,328,300</b>	<b>(501,200)</b>	<b>-1%</b>
<b>by category</b>					
Intergovernmental	38,329,500	38,329,500	50,328,300	11,998,800	31%
Operating Transfers In	-	12,500,000	-	(12,500,000)	-100%
<b>Total Revenues</b>	<b>38,329,500</b>	<b>50,829,500</b>	<b>50,328,300</b>	<b>(501,200)</b>	<b>-1%</b>
Materials & Services	3,040,663	3,040,663	8,716,756	5,676,093	187%
Other	26,214,000	26,214,000	39,837,296	13,623,296	52%
Interdepartmental	-	-	1,033,268	1,033,268	0%
Operating Transfers Out	1,140,000	13,640,000	-	(13,640,000)	-100%
<b>subtotal</b>	<b>30,394,663</b>	<b>42,894,663</b>	<b>49,587,320</b>	<b>6,692,657</b>	<b>16%</b>
Contingency	7,934,837	7,934,837	740,980	(7,193,857)	-91%
<b>Total Expenditures</b>	<b>38,329,500</b>	<b>50,829,500</b>	<b>50,328,300</b>	<b>(501,200)</b>	<b>-1%</b>
<b>Revenues under Expenditures</b>	-	-	-	-	-%
Beginning Fund Balance	-	-	-	-	-%
<b>Ending Fund Balance</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	



**Budget Analysis:**

Revenues decrease \$501,200 (1%). Expenditures, excluding Contingency, increase \$6,692,657 (16%). Contingency decreases \$7,193,857 (91%).

Intergovernmental revenue from Metro increases \$11,998,800 (31%) to reflect total available funding amount for Washington County during the second fiscal year which is projected to be \$50,328,300.

Operating Transfers In decreases \$12,500,000 (100%) to remove a county loan which was to provide cash flow due to the pattern of collections that characterizes income taxes, the vast majority of fiscal year 2021-22 collections taxes will flow during the last three months of the fiscal year.

Materials and Supplies increase \$5,676,093 to reflect increase of available funding from Metro income tax collections. Material and supplies include professional services for program development activities, \$3,589,134 staff payroll cost and \$1,053,960 Department of Housing Services (DHS) indirect cost and \$543,693 County-wide indirect allocated to DHS, direct payroll costs are used as allocation basis.

Other expenditures increase to reflect increase in housing assistance payments and increase in contracts with services providers.

Interdepartmental expenditures \$1,033,268 include a \$156,178 county-wide indirect cost allocated to Fund 221 Metro Supportive Housing Services based on County Cost Allocation Plan, a \$194,052 county-wide indirect cost for use of Econo Lodge facility, \$20,000 to purchase computers for new positions, and a \$663,038 cost associated with a Department Communications Coordinator II position budgeted in the County Administrative Office, Communications program 100-151025; a Senior Program Coordinator position and a Program Coordinator position budgeted in the Equity, Inclusion and Community Engagement program 100-3110; and a Program Coordinator position budgeted in the Mental Health Services Program Fund 192.

Transfers to other funds decreases \$13,640,000 to remove the repayment of County loan.

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

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

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
Wood Smoke Reduction	1,514,171	1,514,171	932,905	(581,266)	-38%
<b>Total</b>	<b>1,514,171</b>	<b>1,514,171</b>	<b>932,905</b>	<b>(581,266)</b>	<b>-38%</b>
<b>by category</b>					
Intergovernmental	75,000	75,000	75,000	-	0%
Miscellaneous	500,000	500,000	250,000	(250,000)	-50%
<b>Total Revenues</b>	<b>575,000</b>	<b>575,000</b>	<b>325,000</b>	<b>(250,000)</b>	<b>-43%</b>
Personnel Services	162,655	162,655	175,315	12,660	8%
Materials & Services	44,874	44,874	77,359	32,485	72%
Other	1,273,867	1,273,867	642,937	(630,930)	-50%
Interdepartmental	32,775	32,775	37,294	4,519	14%
<b>subtotal</b>	<b>1,514,171</b>	<b>1,514,171</b>	<b>932,905</b>	<b>(581,266)</b>	<b>-38%</b>
Contingency	-	-	-	-	0%
<b>Total Expenditures</b>	<b>1,514,171</b>	<b>1,514,171</b>	<b>932,905</b>	<b>(581,266)</b>	<b>-38%</b>
<b>Revenues under Expenditures</b>	<b>(939,171)</b>	<b>(939,171)</b>	<b>(607,905)</b>	<b>331,266</b>	<b>-35%</b>
Beginning Fund Balance	939,171	939,171	607,905	(331,266)	-35%
<b>Ending Fund Balance</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>FTE's</b>	<b>1.30</b>	<b>1.30</b>	<b>1.30</b>	<b>-</b>	<b>0%</b>

**Budget Analysis:**

Revenues decrease \$250,000 (43%). Expenditures decrease \$581,266 (38%). Beginning fund balance decreases \$331,266 (35%).

The Wood Stove Exchange Program reflects a decrease in anticipated revenues due to carry forward project funds remaining available from last fiscal year. Grant revenues from private and public support for project expenditures are anticipated to decrease pending decision to extend program after fiscal year 2022-23. Program expenditures reflect a corresponding decrease due to use of fund balance carry forward amounts available from prior years. Personnel Services Expenditures increase due to salaries, retirement costs and health benefits.

Materials and Services expenditures increase due to budgeting remaining amount of administrative funds available as part of fund balance. Interdepartmental expenses increase due to increases in the County Cost Allocation Plan. Project expenditures decrease due to lower fund balances from prior year.

The fund balance consists of carryforward grant funds unused in prior year, as well as prior year Gain Share contributions used to support ongoing program administration. As this program approaches its original goals, fund balance amounts continue to be utilized.

# Housing Production Opportunity Fund 245-9040

# Budget Detail

The County created the Housing Production Opportunity Fund (HPOF) in fiscal year 2016-17 with General Fund resources. This fund was created to allow completion of multifamily affordable housing projects that experience gaps in funding due to unforeseen circumstances such as construction cost increases, changes to tax credit financing, loss of other sources of funding, etc. In FY 2019-20 the Board approved adding \$20 million dollars over five years to further these goals and expanded policy guidelines to provide assistance for affordable multifamily housing assistance, a homeownership program and innovative special needs housing programs.

- Housing Production Opportunity Fund (HPOF) (245-904005):** Provides funds for the Housing Production Opportunity Fund program including activities related to rental housing, homeownership and innovative special projects that address Consolidated Plan needs.

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
Housing Production Opportunity Fund (HPOF)	\$ 7,918,894	7,918,894	9,890,879	1,971,985	25%
<b>Total</b>	<b>7,918,894</b>	<b>7,918,894</b>	<b>9,890,879</b>	<b>1,971,985</b>	<b>25%</b>
<b>by category</b>					
Operating Transfers In	4,000,000	4,000,000	-	(4,000,000)	-100%
<b>Total Revenues</b>	<b>4,000,000</b>	<b>4,000,000</b>	<b>-</b>	<b>(4,000,000)</b>	<b>-100%</b>
Personnel Services	175,000	175,000	175,000	-	0%
Materials & Services	7,743,894	7,743,894	9,677,112	1,933,218	25%
Interdepartmental	-	-	38,767	38,767	0%
<b>subtotal</b>	<b>7,918,894</b>	<b>7,918,894</b>	<b>9,890,879</b>	<b>1,971,985</b>	<b>25%</b>
Contingency	-	-	-	-	0%
<b>Total Expenditures</b>	<b>7,918,894</b>	<b>7,918,894</b>	<b>9,890,879</b>	<b>1,971,985</b>	<b>25%</b>
<b>Revenues under Expenditures</b>	<b>(3,918,894)</b>	<b>(3,918,894)</b>	<b>(9,890,879)</b>	<b>(5,971,985)</b>	<b>152%</b>
Beginning Fund Balance	3,918,894	3,918,894	9,890,879	5,971,985	152%
<b>Ending Fund Balance</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	

## Budget Analysis:

Revenues decrease \$4,000,000 (100%). Expenditures increase \$1,971,985 (25%). Beginning fund balance increases \$5,971,985 (152%).

The carryforward from the previous fiscal year is sufficient to fund anticipated gap funding based on the estimated pipeline of current projects in development. The program originally intended to receive \$4 million in General Fund each year for 5 years. The program will be extended one year, so the original commitment of \$20 million General Fund dollars from the Board of Commissioners is honored.

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# Culture, Education & Recreation

- Parks .....100-3560
- Extension 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
- Event Center Operations .....435-9840

# CULTURE, EDUCATION & RECREATION

# BUDGET OVERVIEW

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

Organization Unit	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
Parks	\$ 1,809,446	1,809,446	1,886,570	77,124	4%
Extension Services	458,250	458,250	478,040	19,790	4%
Metzger Park	303,158	303,158	345,098	41,940	14%
<b>subtotal - Parks</b>	<b>2,570,854</b>	<b>2,570,854</b>	<b>2,709,708</b>	<b>138,854</b>	<b>5%</b>
Cooperative Library Services	52,656,517	52,666,367	55,043,200	2,376,833	5%
West Slope Library	1,429,641	1,437,241	1,707,412	270,171	19%
<b>subtotal - Libraries</b>	<b>54,086,158</b>	<b>54,103,608</b>	<b>56,750,612</b>	<b>2,647,004</b>	<b>5%</b>
County Fair Complex	2,665,872	2,665,872	5,380,284	2,714,412	102%
Transient Lodging Tax	2,228,776	2,228,776	4,006,033	1,777,257	80%
Event Center Operations	2,951,954	2,951,954	2,684,530	(267,424)	-9%
<b>subtotal - Other</b>	<b>7,846,602</b>	<b>7,846,602</b>	<b>12,070,847</b>	<b>4,224,245</b>	<b>54%</b>
<b>Totals</b>	<b>64,503,614</b>	<b>64,521,064</b>	<b>71,531,167</b>	<b>7,010,103</b>	<b>11%</b>
General Fund	2,267,696	2,267,696	2,364,610	96,914	4%
Special Funds	62,235,918	62,253,368	69,166,557	6,913,189	11%
<b>Totals \$</b>	<b>64,503,614</b>	<b>64,521,064</b>	<b>71,531,167</b>	<b>7,010,103</b>	<b>11%</b>
<b>FTE's</b>	<b>71.50</b>	<b>72.50</b>	<b>70.60</b>	<b>(1.90)</b>	<b>-3%</b>

# CULTURE, EDUCATION & RECREATION

# BUDGET OVERVIEW

Category Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
Taxes	\$ 18,975,234	18,975,234	22,222,834	3,247,600	17%
Intergovernmental	651,408	651,408	618,950	(32,458)	-5%
Charges for Services	1,298,525	1,298,525	2,057,000	758,475	58%
Miscellaneous	975,645	993,095	1,458,445	465,350	47%
Operating Transfers In	24,196,364	24,196,364	25,131,113	934,749	4%
<b>Total Revenues</b>	<b>46,097,176</b>	<b>46,114,626</b>	<b>51,488,342</b>	<b>5,373,716</b>	<b>12%</b>
Personnel Services	8,205,588	8,206,238	8,907,993	701,755	9%
Materials & Services	36,852,120	36,868,920	40,195,778	3,326,858	9%
Other	935,685	935,685	1,199,795	264,110	28%
Interdepartmental	1,496,418	1,496,418	1,627,673	131,255	9%
Operating Transfers Out	977,140	977,140	1,062,713	85,573	9%
Capital Outlay	100,000	100,000	220,443	120,443	120%
<b>subtotal</b>	<b>48,566,951</b>	<b>48,584,401</b>	<b>53,214,395</b>	<b>4,629,994</b>	<b>10%</b>
Contingency	15,936,663	15,936,663	18,316,772	2,380,109	15%
<b>Total Expenditures</b>	<b>64,503,614</b>	<b>64,521,064</b>	<b>71,531,167</b>	<b>7,010,103</b>	<b>11%</b>
Revenues under Expenditures	(18,406,438)	(18,406,438)	(20,042,825)	(1,636,387)	9%
General Fund Subsidy	995,843	995,843	907,281	(88,562)	-9%
	17,410,595	17,410,595	19,135,544	1,724,949	10%
<b>Ending Fund Balances \$</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	



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

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

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
Parks	\$ 1,809,446	1,809,446	1,886,570	77,124	4%
<b>Total</b>	<b>1,809,446</b>	<b>1,809,446</b>	<b>1,886,570</b>	<b>77,124</b>	<b>4%</b>
<b>by Category</b>					
Intergovernmental	548,128	548,128	563,329	15,201	3%
Charges for Services	687,725	687,725	842,000	154,275	22%
Miscellaneous	36,000	36,000	52,000	16,000	44%
<b>Total Revenues</b>	<b>1,271,853</b>	<b>1,271,853</b>	<b>1,457,329</b>	<b>185,476</b>	<b>15%</b>
Personnel Services	1,251,133	1,251,133	1,362,669	111,536	9%
Materials & Services	509,778	509,778	476,146	(33,632)	-7%
Other	48,535	48,535	47,755	(780)	-2%
<b>Total Expenditures</b>	<b>1,809,446</b>	<b>1,809,446</b>	<b>1,886,570</b>	<b>77,124</b>	<b>4%</b>
<b>General Fund Subsidy</b>	<b>537,593</b>	<b>537,593</b>	<b>429,241</b>	<b>(108,352)</b>	<b>-20%</b>
<b>FTE's</b>	<b>9.90</b>	<b>9.90</b>	<b>10.00</b>	<b>0.10</b>	<b>1%</b>

**Budget Analysis:**

Revenues increase \$185,476 (15%). Expenditures increase \$77,124 (4%). General Fund subsidy decreases \$108,352 (20%).

Revenues increase primarily due to additional parking pass sales, reservation fees, and paddle-craft rentals at Scoggins Valley Park. In fiscal year 2022-23 the paddle-craft rental business will operate a full season, expanding recreation options for the community and generating additional revenue. Parking and reservation revenue is expected to increase due to a growing number of visitors at Scoggins Valley Park. An additional \$30,000 in support from the US Bureau of Reclamation for operations and maintenance is anticipated in FY 2022-23.

Personnel Services expenditures increase due to salaries, retirement costs, and health benefits. With the recent changes in hiring practices and a salary equity analysis, six variable-hour General Services Aides originally budgeted at step A, were adjusted to Step C and D.

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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	
	2021-22	2021-22	2022-23	\$	%
Agricultural Extension	\$ 458,250	458,250	478,040	19,790	4%
<b>Total</b>	<b>458,250</b>	<b>458,250</b>	<b>478,040</b>	<b>19,790</b>	<b>4%</b>
<b>by Category</b>					
Other	458,250	458,250	478,040	19,790	4%
<b>Total Expenditures</b>	<b>458,250</b>	<b>458,250</b>	<b>478,040</b>	<b>19,790</b>	<b>4%</b>
<b>General Fund Subsidy</b>	<b>458,250</b>	<b>458,250</b>	<b>478,040</b>	<b>19,790</b>	<b>4%</b>

**Budget Analysis:**

Expenditures increase \$19,790 (4%). General Fund subsidy increases \$19,790 (4%).

Expenditures increase slightly due to a cost-of-living increase in the contracted amount.

County funds sent directly to OSU Extension are reflected in “Other” expenses and are used by OSU Extension for Washington County Extension Service’s personnel. The budget includes full-time Administrative Management, part-time Fiscal Management, full-time Administrative Support Specialist, and full-time Office Specialist. Through the SEIU CBA update, classified employees receive a 5.6% cost of living increase during calendar year 2022.

These expenditures increase \$19,970 (4%) due to increases in salaries, health benefits and specialized program support, including Equity, Diversity & Inclusion.

# Metzger Park 162-3560

# Budget Detail

Metzger Park is a well-used, seven-acre park in urbanized, unincorporated Washington County near Washington Square Mall. Amenities include play structures, sports courts, open lawn, natural areas and the Patricia D. Whiting Metzger Park Hall. The Metzger Park Local Improvement District Fund is managed by Washington County Parks.

1. **Metzger Park (162-356010):** Metzger Park Local Improvement District (MPLID) assessment applied to properties within the MPLID boundary and rental income provide revenue for the operation and maintenance of the park. The fund is the repository for assessment revenue that provides for operations and maintenance, capital replacement, and capital improvements of Metzger Park.

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
Metzger Park	\$ 303,158	303,158	345,098	41,940	14%
<b>Total</b>	<b>303,158</b>	<b>303,158</b>	<b>345,098</b>	<b>41,940</b>	<b>14%</b>
<b>by Category</b>					
Miscellaneous	169,995	169,995	177,495	7,500	4%
Operating Transfers In	76,532	76,532	-	(76,532)	-100%
<b>Total Revenues</b>	<b>246,527</b>	<b>246,527</b>	<b>177,495</b>	<b>(69,032)</b>	<b>-28%</b>
Personnel Services	33,125	33,125	30,097	(3,028)	-9%
Materials & Services	158,450	158,450	163,171	4,721	3%
Other	200	200	200	-	0%
Interdepartmental	82,232	82,232	87,387	5,155	6%
Capital Outlay	-	-	40,443	40,443	0%
<b>subtotal</b>	<b>274,007</b>	<b>274,007</b>	<b>321,298</b>	<b>47,291</b>	<b>17%</b>
Contingency	29,151	29,151	23,800	(5,351)	-18%
<b>Total Expenditures</b>	<b>303,158</b>	<b>303,158</b>	<b>345,098</b>	<b>41,940</b>	<b>14%</b>
<b>Revenues under Expenditures</b>	<b>(56,631)</b>	<b>(56,631)</b>	<b>(167,603)</b>	<b>(110,972)</b>	<b>196%</b>
Beginning Fund Balance	56,631	56,631	167,603	110,972	196%
<b>Ending Fund Balance</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>FTE's</b>	<b>0.10</b>	<b>0.10</b>	<b>-</b>	<b>(0.10)</b>	<b>-100%</b>

***Budget Analysis:***

Revenues decrease \$69,032 (28%). Expenditures, excluding Contingency, increase \$47,291 (17%). Contingency decreases \$5,351 (18%). Beginning fund balance increases \$110,972 (196%).

The Board of County Commissioners approves the Metzger Park LID maximum assessment annually. The maximum assessment for fiscal year 2022-23 remains unchanged. Revenue increases primarily due to an increase in rental income as COVID-19 restrictions are eased.

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

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

# Cooperative Library Services 184-9710

# Budget Detail

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
Administration	\$ 42,678,487	42,678,487	44,526,475	1,847,988	4%
Countywide Collections	4,383,277	4,393,127	4,673,164	280,037	6%
ILS & Technical Services	1,129,609	1,129,609	1,194,523	64,914	6%
Library & Community Initiatives	843,122	843,122	925,736	82,614	10%
Operations, Courier & Project Support	900,959	900,959	848,944	(52,015)	-6%
Marketing & Communications	846,544	846,544	898,662	52,118	6%
Network & IT	1,874,519	1,874,519	1,975,696	101,177	5%
<b>Total</b>	<b>52,656,517</b>	<b>52,666,367</b>	<b>55,043,200</b>	<b>2,376,833</b>	<b>5%</b>
<b>by Category</b>					
Taxes	15,818,125	15,818,125	16,527,805	709,680	4%
Intergovernmental	46,847	46,847	-	(46,847)	-100%
Miscellaneous	23,400	33,250	21,600	(11,650)	-35%
Operating Transfers In	23,142,692	23,142,692	24,068,400	925,708	4%
<b>Total Revenues</b>	<b>39,031,064</b>	<b>39,040,914</b>	<b>40,617,805</b>	<b>1,576,891</b>	<b>4%</b>
Personnel Services	4,779,606	4,780,256	5,083,839	303,583	6%
Materials & Services	32,637,296	32,646,496	33,842,781	1,196,285	4%
Other	3,000	3,000	1,100	(1,900)	-63%
Interdepartmental	740,694	740,694	810,763	70,069	9%
Operating Transfers Out	977,140	977,140	1,062,713	85,573	9%
Capital Outlay	-	-	30,000	30,000	0%
<b>subtotal</b>	<b>39,137,736</b>	<b>39,147,586</b>	<b>40,831,196</b>	<b>1,683,610</b>	<b>4%</b>
Contingency	13,518,781	13,518,781	14,212,004	693,223	5%
<b>Total Expenditures</b>	<b>52,656,517</b>	<b>52,666,367</b>	<b>55,043,200</b>	<b>2,376,833</b>	<b>5%</b>
<b>Revenues under Expenditures</b>	<b>(13,625,453)</b>	<b>(13,625,453)</b>	<b>(14,425,395)</b>	<b>(799,942)</b>	<b>6%</b>
Beginning Fund Balance	13,625,453	13,625,453	14,425,395	799,942	6%
<b>Ending Fund Balance</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>FTE's</b>	<b>36.50</b>	<b>36.50</b>	<b>38.00</b>	<b>1.50</b>	<b>4%</b>



**Budget Analysis:**

Revenues increase \$1,576,891 (4%). Expenditures, excluding Contingency, increase \$1,683,610 (4%). Contingency increases \$693,223 (5%). Beginning fund balance increases \$799,942 (6%).

The Library Local Option Levy tax revenue increases by 4% due to projected increases in assessed value.

Intergovernmental revenues decrease by 100% due to the State Library of Oregon distributing Ready to Read grant funds directly to Cooperative nonprofit libraries and the West Slope Community Library. In prior fiscal years, these grant funds were passed through the Cooperative to the nonprofit libraries and West Slope Community Library.

Miscellaneous revenues decrease by 35% due to a change in accounting practice where revenue is not recognized for the reimbursement of expenses, an anticipated decrease in donations, and a decrease in patron fees due to eliminating overdue fines in a prior fiscal year.

Operating Transfers-In increase by 4% due to the transfer from the General Fund per the Library Levy proposal approved by the Board of Commissioners in January 2020.

Personnel Services expenditures increase due primarily to salaries, retirement costs, and health benefits. The total FTE increases from 37.00 FTE to 38.00 FTE. Two 0.50 FTE Delivery Clerk 1 positions have been requested to replace two temporary part-time positions. The goal is to provide a baseline of seven days per week courier service to Cooperative libraries.

Materials and Services expenditures increase primarily due to Cooperative partner city and nonprofit libraries receiving a 3% annual operational increase. The Public Library Network, Services, and Funding intergovernmental agreements is pending Washington County Board of Commissioners approval and will provide funding to Cooperative partner city and nonprofit libraries beginning fiscal year 2022-23 through FY 2025-26. Books, subscriptions and publications increase due to the continued growth in patron demand for digital collections. Professional services contracts increase primarily due to patron interpretation services for compliance with Title VI of the Civil Rights Act and consulting for strategic initiatives, including evaluating cooperative funding and governance structures, as committed to in the draft Public Library Network, Services, and Funding intergovernmental agreement.

Other expenditures decrease due to less bank service charges from fewer patron fee transactions.

Interdepartmental expenditures increase due primarily to an increase in the County Cost Allocation Plan.

Transfer to other funds increase due to funding West Slope Community Library operations and staff professional development.

Capital Outlay costs include upgrading to an electric transit van with more cargo space and reduced operating costs.

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

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

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
West Slope	\$ 1,429,641	1,437,241	1,707,412	270,171	19%
<b>Total</b>	<b>1,429,641</b>	<b>1,437,241</b>	<b>1,707,412</b>	<b>270,171</b>	<b>19%</b>
<b>by Category</b>					
Intergovernmental	3,267	3,267	2,455	(812)	-25%
Miscellaneous	6,750	14,350	11,350	(3,000)	-21%
Operating Transfers In	977,140	977,140	1,062,713	85,573	9%
<b>Total Revenues</b>	<b>987,157</b>	<b>994,757</b>	<b>1,076,518</b>	<b>81,761</b>	<b>8%</b>
Personnel Services	986,049	986,049	969,603	(16,446)	-2%
Materials & Services	117,250	124,850	121,350	(3,500)	-3%
Other	600	600	200	(400)	-67%
Interdepartmental	92,762	92,762	132,519	39,757	43%
<b>subtotal</b>	<b>1,196,661</b>	<b>1,204,261</b>	<b>1,223,672</b>	<b>19,411</b>	<b>2%</b>
Contingency	232,980	232,980	483,740	250,760	108%
<b>Total Expenditures</b>	<b>1,429,641</b>	<b>1,437,241</b>	<b>1,707,412</b>	<b>270,171</b>	<b>19%</b>
<b>Revenues under Expenditures</b>	<b>(442,484)</b>	<b>(442,484)</b>	<b>(630,894)</b>	<b>(188,410)</b>	<b>43%</b>
Beginning Fund Balance	442,484	442,484	630,894	188,410	43%
<b>Ending Fund Balance</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>FTE's</b>	<b>10.00</b>	<b>10.00</b>	<b>10.00</b>	<b>-</b>	<b>0%</b>

**Budget Analysis:**

Revenues increase \$81,761 (8%). Expenditures, excluding Contingency, increase \$19,411 (2%). Contingency increases \$250,760 (108%). Beginning fund balance increases \$188,410 (43%).

Intergovernmental revenues decrease due to an anticipated decrease in Ready to Read grant funds.

Miscellaneous revenues decrease primarily due to a change in accounting practice where revenue is not recognized for the reimbursement of expenses. Friends of Library donations are anticipated to increase by \$1,000 compared to the prior fiscal year.

Operating Transfers-In increase due to the transfer from the Coop Library to fund operations and staff professional development.

Personnel services increase due primarily to salaries, retirement costs and health benefits. The total 10.00 FTE remains the same as the prior fiscal year.

Materials and Services expenditures decrease primarily due to a change in accounting practice where a cooperative member library reimburses their portion of the expense for circulating wi-fi hotspots used by patrons.

Other expenditures decrease due to less bank service charges from fewer patron fee transactions.

Interdepartmental expenditures increase due to the County Cost Allocation Plan. The completion of the public service area and staff work room improvements in a prior fiscal year increased the total square footage and associated costs, such as janitorial and utility expenditures.

The fund balance target is a minimum of three months of total annual expenditures. The goal is to ensure sustainable operations that will meet community needs.

Westside Commons (formerly the Fair Complex or Fairgrounds), is the nearly 100-acres owned by Washington County where the annual County Fair event takes place and is home of the new Wingspan Event & Conference Center (WECC) In addition to the County Fair, Westside Commons hosts a variety of events throughout the year. The County oversees the management, maintenance, and marketing of Westside Commons including the WECC. During the period of the annual County Fair, the Fair Board, appointed by the Board of Commissioners, operates under a Memorandum of Understanding to provide fiscal and operational oversight on production of the Fair.

1. **Fairgrounds Operations (200-981005):** Fund 200 accounts for the operation of Westside Commons (formerly the Fair Complex/ Fairgrounds); the annual County Fair, Fairgrounds Operations & Rentals, and Fairgrounds Capital Improvements are each housed in their own program under fund 200. The Wingspan Event & Conference Center is housed in its own fund (435).
2. **Annual County Fair (200-981010):** This program accounts for all the activities associated with the annual County Fair that are planned, prepared and produced by staff under the direction of the Fair Board.
3. **Fair Complex Capital Improvements (200-981030):** This program accounts for Capital Improvements Maintenance Plan projects and other major facility needs.

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
Fairgrounds Operations	\$ 1,352,871	1,352,871	3,311,703	1,958,832	145%
Annual County Fair	1,213,001	1,213,001	1,918,581	705,580	58%
Fair Complex Capital Improvements	100,000	100,000	150,000	50,000	50%
<b>Total</b>	<b>2,665,872</b>	<b>2,665,872</b>	<b>5,380,284</b>	<b>2,714,412</b>	<b>102%</b>
<b>by Category</b>					
Taxes	948,000	948,000	1,710,029	762,029	80%
Intergovernmental	53,166	53,166	53,166	-	0%
Charges for Services	505,800	505,800	1,005,000	499,200	99%
Miscellaneous	291,500	291,500	430,000	138,500	48%
<b>Total Revenues</b>	<b>1,798,466</b>	<b>1,798,466</b>	<b>3,198,195</b>	<b>1,399,729</b>	<b>78%</b>
Personnel Services	574,078	574,078	718,210	144,132	25%
Materials & Services	710,894	710,894	1,168,154	457,260	64%
Other	423,600	423,600	661,500	237,900	56%
Interdepartmental	197,531	197,531	167,446	(30,085)	-15%
Capital Outlay	100,000	100,000	100,000	-	0%
<b>subtotal</b>	<b>2,006,103</b>	<b>2,006,103</b>	<b>2,815,310</b>	<b>809,207</b>	<b>40%</b>
Contingency	659,769	659,769	2,564,974	1,905,205	289%
<b>Total Expenditures</b>	<b>2,665,872</b>	<b>2,665,872</b>	<b>5,380,284</b>	<b>2,714,412</b>	<b>102%</b>
<b>Revenues under Expenditures</b>	<b>(867,406)</b>	<b>(867,406)</b>	<b>(2,182,089)</b>	<b>(1,314,683)</b>	<b>152%</b>
Beginning Fund Balance	867,406	867,406	2,182,089	1,314,683	152%
<b>Ending Fund Balance</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>FTE's</b>	<b>8.50</b>	<b>8.90</b>	<b>6.40</b>	<b>(2.50)</b>	<b>-28%</b>

**Budget Analysis:**

Revenues increase \$1,399,729 (78%). Expenditures, excluding Contingency, increase \$809,207 (40%). Contingency increases \$1,905,205 (289%). Beginning fund balance increases \$1,314,683 (152%).

In fiscal year 2021-22 Oregon Health Authority COVID-19 restrictions began to ease allowing the 2021 Washington County Fair to occur and post record attendance and revenue totals. The facility opened for limited events. Transient Lodging Tax (TLT) collection began to recover, and collection is anticipated to exceed pre-pandemic levels by 5% in the upcoming fiscal year. A portion of the TLT is directed to the Fair and Fairgrounds by ordinance, 75% of the TLT is budgeted to Fairground's operations, and 25% to the annual County Fair.

Personnel costs for Westside Commons are split between County Fair Complex Program (981005), the County Fair program (981010), and the Wingspan Event & Conference Center (WECC) (Fund 435). Three of five positions that were planned pre- COVID will be filled in this fiscal year due to the resumption of pre-pandemic operations. Two positions remain unfilled.

**Fairgrounds Operations**

Revenue, excluding TLT is expected to increase as event operations resume. TLT collection is expected to increase due to the resumption of overnight lodging stays.

Personnel Services costs increase as previously redeployed staff return and vacant positions are filled. Materials & Services increase and Interfund expenses decrease \$22,564 (15%).

Contingency for the fund is expected to increase significantly over the prior year's budget. This increase is due to the post-COVID recovery of TLT and the financial success of the 2021 County Fair. The target for Contingency in this fund is \$500,000-\$1 million. This is a budgetary reserve set aside for future or unforeseen facility emergencies or budget shortfalls from the County Fair.

**Annual County Fair**

Revenue, excluding TLT, increases due to the expansion from a 4-day to a 10-day format. Prior to 2021, the County Fair program required additional TLT subsidy due to the costs associated with tent rentals, portable buildings and restrooms, rental generators and unexpected revenue shortfalls due to lower event attendance because of high heat and wildfire smoke. The new 10-day Fair format provides the opportunity to generate additional revenue.

Personnel Services costs increase \$89,801 as previously redeployed staff have returned and vacant positions have been, or will be, filled. Materials & Services increase \$385,400, Other expenditures increase \$237,900 These increases account for the higher cost of operating a 10-day Fair versus a 4-day Fair as well as the significant cost increases of goods and labor. Interdepartmental expenses decrease \$7,521

**Capital Improvements**

No major capital improvements are planned for this fiscal year. \$100,000 is allocated to Capital Outlay for unanticipated capital improvement needs that may emerge during the year. \$50,000 has been budgeted for Capital Improvement Planning.

# 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	
	2021-22	2021-22	2022-23	\$	%
Targeted Tourism	\$ 1,499,800	1,499,800	2,691,033	1,191,233	79%
Flexible Tourism	728,976	728,976	1,315,000	586,024	80%
<b>Total</b>	<b>2,228,776</b>	<b>2,228,776</b>	<b>4,006,033</b>	<b>1,777,257</b>	<b>80%</b>
<b>by Category</b>					
Taxes	2,209,109	2,209,109	3,985,000	1,775,891	80%
<b>Total Revenues</b>	<b>2,209,109</b>	<b>2,209,109</b>	<b>3,985,000</b>	<b>1,775,891</b>	<b>80%</b>
Materials & Services	2,201,276	2,201,276	3,978,533	1,777,257	81%
Interdepartmental	27,500	27,500	27,500	-	0%
<b>subtotal</b>	<b>2,228,776</b>	<b>2,228,776</b>	<b>4,006,033</b>	<b>1,777,257</b>	<b>80%</b>
Contingency	-	-	-	-	0%
<b>Total Expenditures</b>	<b>2,228,776</b>	<b>2,228,776</b>	<b>4,006,033</b>	<b>1,777,257</b>	<b>80%</b>
<b>Revenues under Expenditures</b>	<b>(19,667)</b>	<b>(19,667)</b>	<b>(21,033)</b>	<b>(1,366)</b>	<b>7%</b>
Beginning Fund Balance	19,667	19,667	21,033	1,366	7%
<b>Ending Fund Balance</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	

***Budget Analysis:***

Revenues increase \$1,775,891 (80%). Expenditures increase \$1,777,257 (80%). Beginning fund balance increases \$1,366 (7%).

Revenues are beginning to return to pre-pandemic levels as travel restrictions have been reduced. The current year revenues are about 85% above this time last year and next year is expected to continue this current level of recovery.

The distribution to Washington County Visitor's Association (WCVA) is anticipated to be approximately \$3.958 million which is approximately an 81% increase over the prior year. This reflective of the anticipated revenue 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 remaining fund balance is held for future tourism related needs and currently consists of interest earnings from prior years.

# Event Center Operations 435-9840

# Budget Detail

The new Wingspan Event & Conference Center (WECC) is located on the nearly 100-acre property known as Westside Commons (formerly the Fair Complex or Fairgrounds) owned by Washington County. The WECC will host a variety of events throughout the year. The County oversees the management, maintenance, and marketing of Westside Commons including the WECC. During the period of the annual County Fair, the WECC will be used by the Fair Board at not cost per the operating agreement between the Board of Commissioners and the Fair Board.

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

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
Event Center Operations	\$ 2,951,954	2,951,954	2,684,530	(267,424)	-9%
<b>Total</b>	<b>2,951,954</b>	<b>2,951,954</b>	<b>2,684,530</b>	<b>(267,424)</b>	<b>-9%</b>
<b>by Category</b>					
Charges for Services	105,000	105,000	210,000	105,000	100%
Miscellaneous	448,000	448,000	766,000	318,000	71%
<b>Total Revenues</b>	<b>553,000</b>	<b>553,000</b>	<b>976,000</b>	<b>423,000</b>	<b>76%</b>
Personnel Services	581,597	581,597	743,575	161,978	28%
Materials & Services	517,176	517,176	445,643	(71,533)	-14%
Other	1,500	1,500	11,000	9,500	633%
Interdepartmental	355,699	355,699	402,058	46,359	13%
Capital Outlay	-	-	50,000	50,000	0%
<b>subtotal</b>	<b>1,455,972</b>	<b>1,455,972</b>	<b>1,652,276</b>	<b>196,304</b>	<b>13%</b>
Contingency	1,495,982	1,495,982	1,032,254	(463,728)	-31%
<b>Total Expenditures</b>	<b>2,951,954</b>	<b>2,951,954</b>	<b>2,684,530</b>	<b>(267,424)</b>	<b>-9%</b>
<b>Revenues under Expenditures</b>	<b>(2,398,954)</b>	<b>(2,398,954)</b>	<b>(1,708,530)</b>	<b>690,424</b>	<b>-29%</b>
Beginning Fund Balance	2,398,954	2,398,954	1,708,530	(690,424)	-29%
<b>Ending Fund Balance</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>FTE's</b>	<b>6.50</b>	<b>7.10</b>	<b>6.20</b>	<b>(0.90)</b>	<b>-13%</b>



**Budget Analysis:**

Revenues increase \$423,000 (76%). Expenditures, excluding Contingency, increase \$196,304 (13%). Contingency decreases \$463,728 (31%). Beginning fund balance decreases \$690,424 (29%).

The Wingspan Event & Conference Center (WECC) was originally planned to open in July 2020. Due to the COVID-19 pandemic, the WECC had a limited opening in late 2021. Events and event revenue generation was very limited due to COVID-19 impacts. Center operations are transitioning to a post-COVID operations and working with partners to develop long-term strategies for success.

**Revenue**

Revenue is generated entirely by facility use agreements and the associated parking revenue. As post-COVID event recovery begins, revenue generation increases \$423,000 (76%) from prior year budget. Revenue estimates for this fiscal year are based upon the current business plan.

**Expenditures**

Personnel Services costs increase as previously redeployed WECC staff return vacant positions are filled. Three of five positions that were planned pre-COVID will be filled in this fiscal year. One position will be filled in quarter one (Event & Fair Supervisor). A second position (Event Services Coordinator) is budgeted at 75% and is planned to be filled in the second quarter, and the third (Sales & Marketing Associate), is budgeted at 50% and will be filled in the third quarter. The remaining planned positions will remain unfilled (two Facilities Maintenance Workers) until there is a demonstrated need.

Materials & Services and Other costs decline. As public event attendance begins to recover, marketing and advertising plans will be re-tooled, in partnership with the Washington County Visitors Association, to reflect post-COVID sales & marketing strategies and event needs.

Capital Outlay of \$50,000 is budgeted to retrofit the parking lot ticket machines to provide additional services needed for event clients and attendees. Additionally, this planned Capital Outlay, aligns with the County's vision toward equity, diversity, and inclusion providing flexibility in payment types and payment amounts.

Interdepartmental costs increase \$46,359 (13%) due to indirect charges for the second full year of operation of the WECC.

**Contingency**

The WECC's original business plan included contingency ("seed funding") provided in fiscal year 2019-20, allowing for a three-year ramp up of its portfolio of events before reaching full financial capacity. However, continued COVID-19 related impacts on the event industry have dramatically shifted the original three-year timeframe. The transfer of \$1.5 million from Gain Share dollars in FY 2020-21, originally set aside for the WECC, preserved the fund balance, and provided support for WECC.

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# Non-departmental

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

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# NON-DEPARTMENTAL

# BUDGET OVERVIEW

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

Organization Unit	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
Non-departmental	\$ 824,355	824,355	284,450	(539,905)	-65%
General Fund Contingency	3,789,979	12,515,779	30,088,603	17,572,824	140%
Community Network	747,500	747,500	825,820	78,320	10%
<b>Totals</b>	<b>5,361,834</b>	<b>14,087,634</b>	<b>31,198,873</b>	<b>17,111,239</b>	<b>121%</b>

## by Category

Materials & Services	469,560	469,560	184,450	(285,110)	-61%
Other	1,102,295	1,102,295	925,820	(176,475)	-16%
<b>subtotal</b>	<b>1,571,855</b>	<b>1,571,855</b>	<b>1,110,270</b>	<b>(461,585)</b>	<b>-29%</b>
Contingency	3,789,979	12,515,779	30,088,603	17,572,824	140%
<b>Total Expenditures</b>	<b>5,361,834</b>	<b>14,087,634</b>	<b>31,198,873</b>	<b>17,111,239</b>	<b>121%</b>
<b>General Fund Subsidy \$</b>	<b>5,361,834</b>	<b>14,087,634</b>	<b>31,198,873</b>	<b>17,111,239</b>	<b>121%</b>

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

1. **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) Westside Transportation Alliance; and 4) other community services funding allocated by the Board of Commissioners.

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
Non-departmental	\$ 824,355	824,355	284,450	(539,905)	-65%
<b>Total</b>	<b>824,355</b>	<b>824,355</b>	<b>284,450</b>	<b>(539,905)</b>	<b>-65%</b>
<b>by Category</b>					
Materials & Services	469,560	469,560	184,450	(285,110)	-61%
Other	354,795	354,795	100,000	(254,795)	-72%
<b>Total Expenditures</b>	<b>824,355</b>	<b>824,355</b>	<b>284,450</b>	<b>(539,905)</b>	<b>-65%</b>
<b>General Fund Subsidy</b>	<b>824,355</b>	<b>824,355</b>	<b>284,450</b>	<b>(539,905)</b>	<b>-65%</b>

**Budget Analysis:**

Expenditures decrease \$539,905 (65%). General Fund subsidy decreases \$539,905 (65%).

Expenditures decrease due primarily to a transfer of expenditures to other General Fund programs. The TriMet Passport Program and Employee Giving Campaign administration with the United Way moved to Human Resources. Animal Damage Control is moved to HHS-Animal Services. Membership dues to Housing Alliance is moved to Housing Services. Contributions to RACC, Tualatin Valley Creates, Young Audiences, and the amount dedicated to other special projects are moved to the Community Network budget.

<b>Non Departmental</b>	<b>2021-22 Modified</b>	<b>2022-23 Proposed</b>	<b>\$ Change</b>	<b>% Change</b>
Various Association of Counties Dues	\$ 174,200	\$ 160,000	\$ (14,200)	-8%
Association of Oregon & California Counties Dues	3,700	3,700	-	0%
Housing Alliance Dues	5,000	-	(5,000)	-100%
National Association of County Organizations (NACO)	9,500	9,500	-	0%
Special Projects	50,000	-	(50,000)	-100%
New: GARE membership	-	5,000	5,000	0%
Westside Transportation Alliance Dues	3,750	3,750	-	0%
TriMet Passport Program	220,910	-	(220,910)	-100%
Regional Arts and Culture Council	193,420	-	(193,420)	-100%
Miscellaneous Membership Dues	2,500	2,500	-	0%
Animal Damage Control	56,375	-	(56,375)	-100%
United Way - Online Administrative Cost For Employee Giving Campaign	5,000	-	(5,000)	-100%
Board of Commssioner Allocations	100,000	100,000	-	0%
<b>Totals</b>	<b>\$ 824,355</b>	<b>\$ 284,450</b>	<b>\$ (539,905)</b>	<b>-65%</b>

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	
	2021-22	2021-22	2022-23	\$	%
Contingency	\$ 3,789,979	12,515,779	30,088,603	17,572,824	140%
<b>Total</b>	<b>3,789,979</b>	<b>12,515,779</b>	<b>30,088,603</b>	<b>17,572,824</b>	<b>140%</b>
<b>by Category</b>					
Contingency	3,789,979	12,515,779	30,088,603	17,572,824	140%
<b>Total Expenditures</b>	<b>3,789,979</b>	<b>12,515,779</b>	<b>30,088,603</b>	<b>17,572,824</b>	<b>140%</b>
<b>General Fund Subsidy \$</b>	<b>3,789,979</b>	<b>12,515,779</b>	<b>30,088,603</b>	<b>17,572,824</b>	<b>140%</b>

**Budget Analysis:**

The combined contingencies in the Revenue Stabilization (\$11,615,588) and General Fund Contingency (\$30,088,603) total \$41,704,191. The Board of Commissioner's goal is to maintain the General Fund's fund balance at 15% of net revenues as a minimum, with a goal of 20% of net revenues. The projected General Fund ending fund balance in the annual budget include: 1) 6% of budgeted expenditures within departmental budget appropriations based on the assumption that departmental expenditures will be spent at 94% of budget; 2) General Fund Contingency 3) Revenue Stabilization fund balance and 4) Strategic Investment Program fund balance. The projected General Fund ending fund balance is estimated to be above 15% of net revenue for fiscal year 2022-23. These funds are held to assist with Operating expenditures in future years to provide stability in funding government services.



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	
	2021-22	2021-22	2022-23	\$	%
Community Network	\$ 747,500	747,500	825,820	78,320	10%
<b>Total</b>	<b>747,500</b>	<b>747,500</b>	<b>825,820</b>	<b>78,320</b>	<b>10%</b>
<b>by Category</b>					
Other	747,500	747,500	825,820	78,320	10%
<b>Total Expenditures</b>	<b>747,500</b>	<b>747,500</b>	<b>825,820</b>	<b>78,320</b>	<b>10%</b>
<b>General Fund Subsidy \$</b>	<b>747,500</b>	<b>747,500</b>	<b>825,820</b>	<b>78,320</b>	<b>10%</b>

**Budget Analysis:**

Expenditures increase \$78,320 (10%). General Fund subsidy increases \$78,320 (10%).

Expenditures increase due to a transfer of the following organizations from Non-Departmental to this program: 1) RACC; 2) Tualatin Valley Creates; 3) Young Audiences; and 4) funds allocated for other special projects. The budget for Worksystems, Inc. SummerWorks program was moved to Human Resources. A 5% budget cut will be implemented across all organizations during this fiscal year as the General Fund status is reassessed.

Community Network	2021-22 Modified	2022-23 Proposed	\$ Change	% Change
Various Association of Counties Dues	\$ 142,000	\$ 142,000	\$ -	0%
Centro Cultural	50,000	\$ 50,000	-	0%
CDC:Community Partners for Affordable Housing (CPAH)	10,000	\$ 10,000	-	0%
Community Housing Fund	110,000	\$ 110,000	-	0%
211-Information	80,000	\$ 80,000	-	0%
Volunteer Clearing House (Hands on Portland)	35,000	\$ 35,000	-	0%
Building Maintenance Fund: CAO	25,000	\$ 25,000	-	0%
CDC: Bienestar (HDC)	10,000	\$ 10,000	-	0%
Building Maintenance Fund: Good Neighbor Center	15,000	\$ 15,000	-	0%
Building Maintenance Fund: Domestic Violence Resource Center (DVRC)	15,000	\$ 15,000	-	0%
Building Maintenance Fund: Family Promise of Washington County (formerly Family Bridge)	2,500	\$ 2,500	-	0%
Building Maintenance Fund: Boys & Girls Aid (Safe Place)	15,000	\$ 15,000	-	0%
Building Maintenance Fund: Centro Cultural	25,000	\$ 25,000	-	0%
Building Maintenance Fund: Washington County Museum Historical Society	25,000	\$ 25,000	-	0%
Community Action	120,000	\$ 120,000	-	0%
CASH Oregon	10,000		(10,000)	-100%
Worksystems Inc. SummerWorks - moved to Human Resources budget	58,000	\$ -	(58,000)	-100%
NEW: RACC, TVC and Young Audiences		\$ 193,420	193,420	0%
NEW: Budget Cut not identified by specific organization 5% across the board.	-	\$ (47,100)	(47,100)	0%
<b>Totals</b>	<b>\$ 747,500</b>	<b>\$ 825,820</b>	<b>\$ 78,320</b>	<b>10%</b>

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# Capital

- 2016 FF&C Facilities Capital Projects .....353-3580
- ITS Capital Projects .....354-3580
- Facilities Park SDC .....355-3580
- Facilities Capital Projects .....356-3580
- Parks & Open Spaces Opportunity .....357-3580
- Emergency Communications System .....359-3580
- Event Center .....380-9820
- Major Streets Transportation Improvement Program (MSTIP) .....362-6065
- Road Capital Projects .....368-6065
- Transportation Development Tax .....374-6065
- North Bethany SDC .....376-6065
- Bonny Slope West SDC .....378-6065

# 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	
	2021-22	2021-22	2022-23	\$	%
2016 FF&C Facilities Capital Projects	\$ 2,245,785	2,245,785	2,185,253	(60,532)	-3%
ITS Capital Projects	9,974,656	11,133,738	8,672,520	(2,461,218)	-22%
Facilities Park SDC	95,344	95,344	170,480	75,136	79%
Facilities Capital Projects	13,110,300	28,659,593	41,968,810	13,309,217	46%
Parks & Open Spaces Opportunity	339,664	339,664	336,285	(3,379)	-1%
Emergency Communications System	19,714,656	19,714,656	3,117,914	(16,596,742)	-84%
Event Center	3,290,137	3,290,137	-	(3,290,137)	-100%
<b>subtotal - Facilities &amp; Technology</b>	<b>48,770,542</b>	<b>65,478,917</b>	<b>56,451,262</b>	<b>(9,027,655)</b>	<b>-14%</b>
Countywide Traffic Impact Fee	822,119	822,119	-	(822,119)	-100%
Major Streets Transportation Improvement Program (MSTIP)	123,483,967	141,182,339	166,622,903	25,440,564	18%
Road Capital Projects	32,024,843	32,024,843	38,023,230	5,998,387	19%
Transportation Development Tax	49,484,244	49,484,244	43,616,983	(5,867,261)	-12%
North Bethany SDC	1,030,806	1,030,806	2,401,457	1,370,651	133%
Bonny Slope West SDC	3,020,569	3,020,569	6,033,871	3,013,302	100%
<b>subtotal - Transportation</b>	<b>209,866,548</b>	<b>227,564,920</b>	<b>256,698,444</b>	<b>29,133,524</b>	<b>13%</b>
<b>Totals \$</b>	<b>258,637,090</b>	<b>293,043,837</b>	<b>313,149,706</b>	<b>20,105,869</b>	<b>7%</b>

# CAPITAL

# BUDGET OVERVIEW

Category Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
Intergovernmental	\$ 11,681,293	11,681,293	49,518,116	37,836,823	324%
Charges for Services	6,344,828	6,344,828	6,501,432	156,604	2%
Interdepartmental	3,212,546	18,212,546	33,252,423	15,039,877	83%
Miscellaneous	3,630,000	3,630,000	1,686,306	(1,943,694)	-54%
Operating Transfers In	60,864,483	61,139,546	60,432,776	(706,770)	-1%
<b>Total Revenues</b>	<b>85,733,150</b>	<b>101,008,213</b>	<b>151,391,053</b>	<b>50,382,840</b>	<b>50%</b>
Materials & Services	194,403,064	212,176,022	238,454,826	26,278,804	12%
Other	11,500	11,500	3,000	(8,500)	-74%
Interdepartmental	10,520,816	10,520,816	10,271,619	(249,197)	-2%
Operating Transfers Out	9,812,389	10,012,866	7,050,463	(2,962,403)	-30%
Capital Outlay	38,074,364	54,507,676	54,607,293	99,617	0%
<b>subtotal</b>	<b>252,822,133</b>	<b>287,228,880</b>	<b>310,387,201</b>	<b>23,158,321</b>	<b>8%</b>
Contingency	5,814,957	5,814,957	2,762,505	(3,052,452)	-52%
<b>Total Expenditures</b>	<b>258,637,090</b>	<b>293,043,837</b>	<b>313,149,706</b>	<b>20,105,869</b>	<b>7%</b>
Revenues under Expenditures	(172,903,940)	(192,035,624)	(161,758,653)	30,276,971	-16%
Beginning Fund Balance	172,903,940	192,035,624	161,758,653	(30,276,971)	-16%
<b>Ending Fund Balances \$</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	

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# 2016 FF&C Facilities Capital Projects 353-3580

# Budget Detail

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

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

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
Projects for FF&C Funding	\$ 2,245,785	2,245,785	2,185,253	(60,532)	-3%
<b>Total</b>	<b>2,245,785</b>	<b>2,245,785</b>	<b>2,185,253</b>	<b>(60,532)</b>	<b>-3%</b>
<b>by category</b>					
Capital Outlay	1,045,785	1,045,785	985,253	(60,532)	-6%
<b>subtotal</b>	<b>1,045,785</b>	<b>1,045,785</b>	<b>985,253</b>	<b>(60,532)</b>	<b>-6%</b>
Contingency	1,200,000	1,200,000	1,200,000	-	0%
<b>Total Expenditures</b>	<b>2,245,785</b>	<b>2,245,785</b>	<b>2,185,253</b>	<b>(60,532)</b>	<b>-3%</b>
	<b>Revenues under expenditures</b>	<b>(2,245,785)</b>	<b>(2,245,785)</b>	<b>(2,185,253)</b>	<b>60,532</b> -3%
Beginning Fund Balance	2,245,785	2,245,785	2,185,253	(60,532)	-3%
<b>Ending Fund Balance \$</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	



**Budget Analysis:**

Expenditures, excluding Contingency, decrease \$60,532 (6%). Beginning fund balance decreases \$60,532 (3%).

Revenue remains flat.

The fund has completed its most recent active project consisting of relocating staff from Health and Human Services' Developmental Disabilities program to Service Center East. A slight decrease in expenditures is the result of a lower beginning fund balance to start fiscal year 2022-23. Resources are held in the account for use toward future project allocations.

Description	Resources	Prior Years Summary	2021-22 Estimate	2022-23 Budget
Beginning Fund Balance		69,524,997	2,184,252	2,185,251
Bond Proceeds	32,895,477			
Interest Revenue		723,128	1,000	
<b>Total Resources</b>	<b>32,895,477</b>	<b>70,248,125</b>	<b>2,185,252</b>	<b>2,185,251</b>
Description	Project Cost Estimates	Prior Years Summary	2021-22 Estimate	2022-23 Budget
Public Services Building Seismic	\$ 9,000,000	10,573,123	-	
Public Safety Training Center	9,343,746	11,310,686		
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		
Blanton Property		2,000,000		
HHS Relocation (SCE)		333,888		
Building Improvement Projects (in various planning stages)		-		985,253
Contingency	3,516,067			1,200,000
<b>Total General Facilities Projects</b>	<b>32,759,813</b>	<b>31,298,634</b>	<b>-</b>	<b>2,185,253</b>
Closing Costs	135,664	135,717		
<b>Total Expenditures</b>	<b>\$ 32,895,477</b>	<b>31,434,351</b>	<b>-</b>	<b>2,185,253</b>
Resources less expenditures = Ending Fund Balance	-		2,185,251	0

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; Infrastructure Services; Enterprise Applications & Solutions; and Land, Spatial & Digital.

1. **ITS Capital Land, Spatial, and Digital (354-358080)**: This program supports internet and intranet technologies, land-oriented and engineering, and Geographic Information Systems (mapping) related systems and services. Projects included in this program relate to county websites and digital experience, Permitting and Taxation, and GIS.
2. **ITS Capital Enterprise Application & Engineering (354-358081)**: This program is responsible for targeted implementations of new line-of-business applications for County departments along with enterprise-wide solutions for general use. Projects in this program may include cloud-based and on-premise applications as well as consulting and enhancement of existing tools and applications. Typical projects in this area would include initiatives to enhance transparency, add staff capabilities and modernize existing application systems.
3. **ITS Capital Client Services (354-358082)**: This program supports standard client software and computer hardware for all County employees. Projects in this program include enhancements to staff capabilities, desktop application life cycle management, and innovations to better serve county staff and the public.
4. **ITS Capital Office of the Chief Information Officer (CIO) (354-358084)**: This program focuses on projects requiring support across all functional areas of ITS. Projects in this program relate to general security, compliance, business continuity and project management.
5. **ITS Capital Infrastructure Services (354-358085)**: This program supports network, server, storage, virtualization, cloud and voice infrastructure needed to support all other digital functions for ITS and the County. Projects in this program include the lifecycle management of the hardware and software necessary to support county operations as well as new and innovative technologies that further the county mission.

# ITS Capital Projects 354-3580

# Budget Detail

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
ITS Capital Land, Spatial, and Digital	\$ 1,285,711	1,285,711	882,940	(402,771)	-31%
ITS Capital Enterprise Application & Engineering	2,454,085	2,454,085	2,817,477	363,392	15%
ITS Capital Client Services	3,437,965	3,713,028	(435,172)	(4,148,200)	-112%
ITS Capital Office of the Chief Information Officer (CIO)	1,156,395	2,040,414	3,356,615	1,316,201	65%
ITS Capital Infrastructure Services	1,640,500	1,640,500	2,050,660	410,160	25%
<b>Total</b>	<b>9,974,656</b>	<b>11,133,738</b>	<b>8,672,520</b>	<b>(2,461,218)</b>	<b>-22%</b>
<b>by category</b>					
Interdepartmental	1,942,879	1,942,879	1,813,065	(129,814)	-7%
Operating Transfers In	4,293,128	4,568,191	2,015,000	(2,553,191)	-56%
<b>Total Revenues</b>	<b>6,236,007</b>	<b>6,511,070</b>	<b>3,828,065</b>	<b>(2,683,005)</b>	<b>-41%</b>
Materials & Services	-	275,063	-	(275,063)	-100%
Capital Outlay	8,134,707	9,018,726	7,956,780	(1,061,946)	-12%
<b>subtotal</b>	<b>8,134,707</b>	<b>9,293,789</b>	<b>7,956,780</b>	<b>(1,337,009)</b>	<b>-14%</b>
Contingency	1,839,949	1,839,949	715,740	(1,124,209)	-61%
<b>Total Expenditures</b>	<b>9,974,656</b>	<b>11,133,738</b>	<b>8,672,520</b>	<b>(2,461,218)</b>	<b>-22%</b>
<b>Revenues under expenditures</b>	<b>(3,738,649)</b>	<b>(4,622,668)</b>	<b>(4,844,455)</b>	<b>(221,787)</b>	<b>5%</b>
Beginning Fund Balance	3,738,649	4,622,668	4,844,455	221,787	5%
<b>Ending Fund Balance \$</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	

***Budget Analysis:***

Revenues decrease \$2,683,005 (41%). Expenditures, excluding Contingency, decrease \$1,337,009 (14%). Contingency decreases \$1,124,209 (61%). Beginning fund balance increases \$221,787 (5%).

Beginning fund balance is projected at \$4,844,455 which represents unfinished projects carrying forward from fiscal year 2021-22. Total revenue is comprised of General Fund, Special Fund, Gain Share and System Replacement Fund revenues. Revenues decreased 11%.

Special Fund revenue decreases slightly, reflecting a decline in requests for new technology projects from across County departments for the upcoming fiscal year.

A mid-year budget adjustment in FY 2021-22 temporarily increased the General Fund transfer amount when the purchase of computers was moved from ITS' Operations budget to its Capital budget. General Fund revenue for FY 2022-23 will be allocated at zero dollars, a \$2 million reduction from the prior year, due to the County's reprioritization of General Fund resources. Additionally, existing General Fund project allocations may be modified to reflect project prioritization revisions.

The System Replacement Fund revenue also decreases. ITS intentionally decreases the planned use of System Replacement Fund revenues in order to rebuild a reserve for future technology replacement projects. A summary of projected FY 2022-23 funding sources and associated projects is provided on the next page.

Capital Outlay represents both newly requested projects as well as carryforward projects from prior years, which decrease 12% from FY 2021-22 to FY 2022-23. This decrease is largely due to project reprioritizations. The pandemic caused ITS and the County to change which planned projects moved forward in the prior year and the pandemic continues to impact project planning.

The net impact to total Capital Expenditures is only a slight decrease of only 4% year to year, after accounting for Contingency. Contingency is available to meet future needs and unplanned technology needs.

Project Category	Project Description	Beginning Fund Balance	Gain Share	General Fund	System Replacement Fund	Special Funds	Totals
Assessment & Taxation System	Hardware/Software to support A&T. Includes Orion enhancements and Digital Voucher Transmission.	50,000	-	-	-	-	50,000
Client Systems and Software	Client hardware/software support including workstation upgrades, monitors, scanners and printers.	250,000	-	-	600,000	499,640	1,349,640
COOP/DR	Hardware/Software to support COOP and DR activities. Includes analysis of cloud solutions to enhance resiliency, table top exercises and offsite disaster recover solution.	500,000	-	-	-	-	500,000
Criminal Justice Systems	Hardware/Software to support Criminal Justice and Public Safety. Includes solutions for SB751, mobile device investigation, e-ticketing, scheduling and field training tracking.	52,500	275,000	-	-	135,990	463,490
Cyber Security and Compliance	Hardware/Software and systems to support county cyber security and compliance efforts. Includes enhancement of monitoring and detection, risk assessments, security framework and risk assessment.	270,000	-	-	-	-	270,000
Document Publishing	Hardware/Software to support Document Publishing. Includes Laserfiche enhancements and open data initiatives.	-	80,000	-	-	4,000	84,000
Elections System	Hardware/Software to Support Elections, including Voter Pamphlet eFiling Solution.	-	-	-	-	-	-
Engineering System	Hardware/Software to support Engineering Systems. Includes construction management, TSMO and electronic plan review.	-	-	-	-	514,775	514,775
Enterprise Systems	Hardware/Software to support Engineering Systems. Includes support for enhanced constituent engagement, data warehouse, analytics and file sharing.	120,000	50,000	-	-	-	170,000
Facilities Systems	Hardware/Software to support Facilities Management. Includes security enhancements to County employee ID badge.	-	-	-	-	-	-
Finance System	Hardware/Software to support Finance. Includes analysis of ERP replacement, WISARD hardware/software and CAFR publication application.	100,000	250,000	-	-	-	350,000
GIS	Hardware/Software to support GIS. Includes aerial imagery, data visualization and application for Mosquito Management.	1,400	-	-	-	61,800	63,200
Health & Human Services System	Hardware/Software to support HHS. Includes project management and department wide system improvements evaluation.	-	-	-	-	2,500	2,500
Infrastructure	Infrastructure to support Enterprise Systems. Includes lifecycle replacement of critical network equipment, server hardware, storage, support for cloud migration and expanded remote workforce.	665,000	-	-	415,000	6,200	1,086,200
Other Department Systems	Hardware/Software to support departments not included elsewhere. Includes asset management, comprehensive demographic data collection, fleet management and WebEOC.	-	245,000	-	-	448,660	693,660
Permitting & Inspection System	Hardware/Software to support Permitting and Inspection systems. Additional Accela work, Annexations processing, public facing portal and inspection recording.	6,300	-	-	-	139,500	145,800
Web & Digital Presence	Hardware/Software to support county digital presence. Includes website redesign, intranet redesign and community engagement tools.	116,640	100,000	-	-	-	216,640
Contingency	Contingency reflects unforeseen projects determined to be carried forward by the end of the current fiscal year as well as a prediction of projects that may be cancelled by County departments and have not yet been redirected.	2,712,615	-	-	-	-	2,712,615
		<b>4,844,455</b>	<b>1,000,000</b>	<b>-</b>	<b>1,015,000</b>	<b>1,813,065</b>	<b>8,672,520</b>

# 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	
	2021-22	2021-22	2022-23	\$	%
Park SDC	\$ 95,344	95,344	170,480	75,136	79%
<b>Total</b>	<b>95,344</b>	<b>95,344</b>	<b>170,480</b>	<b>75,136</b>	<b>79%</b>
<b>by category</b>					
Charges for Services	9,828	9,828	10,132	304	3%
<b>Total Revenues</b>	<b>9,828</b>	<b>9,828</b>	<b>10,132</b>	<b>304</b>	<b>3%</b>
<b>Contingency</b>					
	95,344	95,344	170,480	75,136	79%
<b>Total Expenditures</b>	<b>95,344</b>	<b>95,344</b>	<b>170,480</b>	<b>75,136</b>	<b>79%</b>
	-	-	-	-	0%
<b>Revenues under expenditures</b>	<b>(85,516)</b>	<b>(85,516)</b>	<b>(160,348)</b>	<b>(74,832)</b>	<b>88%</b>
Beginning Fund Balance	85,516	85,516	160,348	74,832	88%
<b>Ending Fund Balance \$</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	

### **Budget Analysis:**

Revenues increase \$304 (3%). Contingency increases \$75,136 (79%). Beginning fund balance increases \$74,832 (88%).

Program revenue is derived from development activity on lots within the Systems Development Charges (SDC) boundary. The revenue estimate for fiscal year 2022-23 assumes four lots will be developed during the year. A detailed review of this district has identified approximately 40 lots available for development.

All funds in prior years were appropriated and remained unspent. A budgeting change in FY 2021-22 moved all funds into contingency since they are not anticipated to be spent. The County partners with 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	
	2021-22	2021-22	2022-23	\$	%
Projects for General Fund	\$ 8,266,426	8,815,719	9,144,495	328,776	4%
Projects for Special Fund	1,322,167	16,322,167	31,515,608	15,193,441	93%
Projects for Gain Share	3,202,537	3,202,537	1,077,537	(2,125,000)	-66%
Projects for Energy Savings	319,170	319,170	231,170	(88,000)	-28%
<b>Total</b>	<b>13,110,300</b>	<b>28,659,593</b>	<b>41,968,810</b>	<b>13,309,217</b>	<b>46%</b>
<b>by category</b>					
Intergovernmental	15,000	15,000	15,000	-	0%
Interdepartmental	1,269,667	16,269,667	31,439,358	15,169,691	93%
Operating Transfers In	3,052,500	3,052,500	76,250	(2,976,250)	-98%
<b>Total Revenues</b>	<b>4,337,167</b>	<b>19,337,167</b>	<b>31,530,608</b>	<b>12,193,441</b>	<b>63%</b>
Capital Outlay	10,710,300	26,259,593	41,568,810	15,309,217	58%
<b>subtotal</b>	<b>10,710,300</b>	<b>26,259,593</b>	<b>41,568,810</b>	<b>15,309,217</b>	<b>58%</b>
Contingency	2,400,000	2,400,000	400,000	(2,000,000)	-83%
<b>Total Expenditures</b>	<b>13,110,300</b>	<b>28,659,593</b>	<b>41,968,810</b>	<b>13,309,217</b>	<b>46%</b>
<b>Revenues under expenditures</b>	<b>(8,773,133)</b>	<b>(9,322,426)</b>	<b>(10,438,202)</b>	<b>(1,115,776)</b>	<b>12%</b>
Beginning Fund Balance	8,773,133	9,322,426	10,438,202	1,115,776	12%
<b>Ending Fund Balance \$</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	

***Budget Analysis:***

Revenues increase \$12,193,441 (63%). Expenditures, excluding Contingency, increase \$15,309,217 (58%). Contingency decreases \$2,000,000 (83%). Beginning fund balance increases \$1,115,776 (12%).

Special funds and General Fund are the primary resources for capital improvement projects housed in Fund 356. General Fund revenue for fiscal year 2022-23 will be allocated at zero dollars, a \$3 million reduction from the prior year, due to the County's reprioritization of General Fund resources. Additionally, existing General Fund project allocations may be modified to reflect project prioritization revisions. Special fund revenues increase significantly, primarily as the result of budgeting more than \$26 million for potential site acquisition and property development expenditures related to the Health and Human Services interest in establishing a Center for Addiction, Treatment, and Triage (CATT).

Expenditures increase primarily due to 1) designs for the Walnut Street Center Seismic Retrofit multi-year infrastructure project moved forward during FY 2021-22; potential funding for other Walnut Street Center initiatives including a mix of space planning projects to address service delivery and growth needs as well as infrastructure improvement projects; 2) the CATT project mentioned above.



Fiscal Year 2022-23 Facilities Capital Projects					
Project Title	General Fund	Special Fund	Gain Share	Energy Savings	Fund 356 Facilities Projects
LUT WSC Racking System for Street Lights & Signals	\$	25,000	-		25,000
LUT WSC 2nd Floor (seismic)		1,657,334	-		1,657,334
LUT WSC 1st Floor (seismic)		2,142,666	-		2,142,666
LUT WSC Security Camera System (seismic)		150,000	-		150,000
LUT WSC Training Room Dividers (seismic)		150,000	-		150,000
LUT WSC Equipment Parking Shelter		400,000	-		400,000
LUT WSC Barco Operations Conference Room W		10,000	-		10,000
WSC Fleet Extnded storage East of Walnut Street Garages (seismic)		75,000	-		75,000
WSC Fleet Enclose East end of Walnut Street Garages (seismic)		100,000	-		100,000
WSC Fleet Mezzanine (seismic)		40,000	-		40,000
Courthouse Security Camera Replacement/Upgrade		300,000	-		300,000
Jail Waste Filtration System		300,000	-		300,000
WSC Seismic Upgrade			2,875,000		2,875,000
CATT: Center for Addictions/Treatment/Triage		26,089,358			26,089,358
Project continuation - Countywide (Project allocations may be modified to reflect project prioritization revisions.)	4,744,495		202,537	231,170	5,178,202
Contingency	2,400,000				2,400,000
<b>Totals</b>	<b>\$ 7,144,495</b>	<b>31,439,358</b>	<b>3,077,537</b>	<b>231,170</b>	<b>41,892,560</b>

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# Parks & Open Spaces Opportunity 357-3580

# Budget Detail

This fund accounts for proceeds from the sale of County owned timber property and receipts from the selected harvest. 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	
	2021-22	2021-22	2022-23	\$	%
Greenspace	\$ 339,664	339,664	336,285	(3,379)	-1%
<b>Total</b>	<b>339,664</b>	<b>339,664</b>	<b>336,285</b>	<b>(3,379)</b>	<b>-1%</b>
<b>by category</b>					
Materials & Services	30,000	30,000	30,000	-	0%
Capital Outlay	30,000	30,000	30,000	-	0%
<b>subtotal</b>	<b>60,000</b>	<b>60,000</b>	<b>60,000</b>	<b>-</b>	<b>0%</b>
Contingency	279,664	279,664	276,285	(3,379)	-1%
<b>Total Expenditures</b>	<b>339,664</b>	<b>339,664</b>	<b>336,285</b>	<b>(3,379)</b>	<b>-1%</b>
<b>Revenues under expenditures</b>	<b>(339,664)</b>	<b>(339,664)</b>	<b>(336,285)</b>	<b>3,379</b>	<b>-1%</b>
Beginning Fund Balance	339,664	339,664	336,285	(3,379)	-1%
<b>Ending Fund Balance \$</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	

## Budget Analysis:

Contingency decreases \$3,379 (1%). Beginning fund balance decreases \$3,379 (1%).

Revenue is derived primarily from the management of timber on County-owned property. Revenue remains flat.

A limited portion of the total resources will be appropriated to maintain flexibility in addressing needs that arise for forestry and other miscellaneous program expenses while the remainder will be housed in contingency for future use toward the purchase of land and improvements to parks and timber property.

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).

# Emergency Communications System 359-3580

# Budget Detail

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. **Dispatch Center** (359-358070): Provides financial accounting for the activities related to the Dispatch Center.
3. **System Infrastructure** (359-358075): Provides financial accounting for the system infrastructure.

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
Administration	\$ 500,714	500,714	-	(500,714)	-100%
Dispatch Center	7,367,728	7,367,728	1,000,000	(6,367,728)	-86%
System Infrastructure	11,846,214	11,846,214	2,117,914	(9,728,300)	-82%
<b>Total</b>	<b>19,714,656</b>	<b>19,714,656</b>	<b>3,117,914</b>	<b>(16,596,742)</b>	<b>-84%</b>
<b>by category</b>					
Miscellaneous	2,900,000	2,900,000	1,000,000	(1,900,000)	-66%
Operating Transfers In	1,475,000	1,475,000	600,000	(875,000)	-59%
<b>Total Revenues</b>	<b>4,375,000</b>	<b>4,375,000</b>	<b>1,600,000</b>	<b>(2,775,000)</b>	<b>-63%</b>
Materials & Services	11,846,214	11,846,214	2,117,914	(9,728,300)	-82%
Capital Outlay	7,868,442	7,868,442	1,000,000	(6,868,442)	-87%
<b>subtotal</b>	<b>19,714,656</b>	<b>19,714,656</b>	<b>3,117,914</b>	<b>(16,596,742)</b>	<b>-84%</b>
Contingency	-	-	-	-	0%
<b>Total Expenditures</b>	<b>19,714,656</b>	<b>19,714,656</b>	<b>3,117,914</b>	<b>(16,596,742)</b>	<b>-84%</b>
<b>Revenues under expenditures</b>	<b>(15,339,656)</b>	<b>(15,339,656)</b>	<b>(1,517,914)</b>	<b>13,821,742</b>	<b>-90%</b>
Beginning Fund Balance	15,339,656	15,339,656	1,517,914	(13,821,742)	-90%
<b>Ending Fund Balance \$</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	

***Budget Analysis:***

Revenues decrease \$2,775,000 (63%). Expenditures decrease \$16,596,742 (84%). Beginning fund balance decreases \$13,821,742 (90%).

Fiscal year 2022-23 will be the seventh, and possibly final year following the issuance of the \$77 million voter-approved general obligation bonds to fund updates to the County's emergency communications system. The bonds, issued in July 2016, included an \$11.3 million premium due to a favorable bond market.

The Emergency Communication System improvement projects are anticipated to be completed this year. In support of project finalization, the supplemental revenue resources previously identified are scheduled. Property sale discussions continue related to the prior Washington County Consolidated Communications Agency Building and the resulting financial transactions are anticipated in calendar year 2022. A transfer from the General Fund is also included in this budget in case the funds are needed for project completion.

# 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 Wingspan Event and Conference Center at the Westside Commons.

1. **Event Center (380-982005):** This program accounts for all the construction activities associated with the new Wingspan Event and Conference Center at the Westside Commons.

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
Event Center	\$ 3,290,137	3,290,137	-	(3,290,137)	-100%
<b>Total</b>	<b>3,290,137</b>	<b>3,290,137</b>	<b>-</b>	<b>(3,290,137)</b>	<b>-100%</b>
<b>by category</b>					
Capital Outlay	3,290,137	3,290,137	-	(3,290,137)	-100%
<b>subtotal</b>	<b>3,290,137</b>	<b>3,290,137</b>	<b>-</b>	<b>(3,290,137)</b>	<b>-100%</b>
Contingency	-	-	-	-	0%
<b>Total Expenditures</b>	<b>3,290,137</b>	<b>3,290,137</b>	<b>-</b>	<b>(3,290,137)</b>	<b>-100%</b>
	<b>Revenues under Expenditures</b>	<b>(3,290,137)</b>	<b>(3,290,137)</b>	<b>-</b>	<b>3,290,137 -100%</b>
Beginning Fund Balance	3,290,137	3,290,137	-	(3,290,137)	-100%
<b>Ending Fund Balance \$</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	

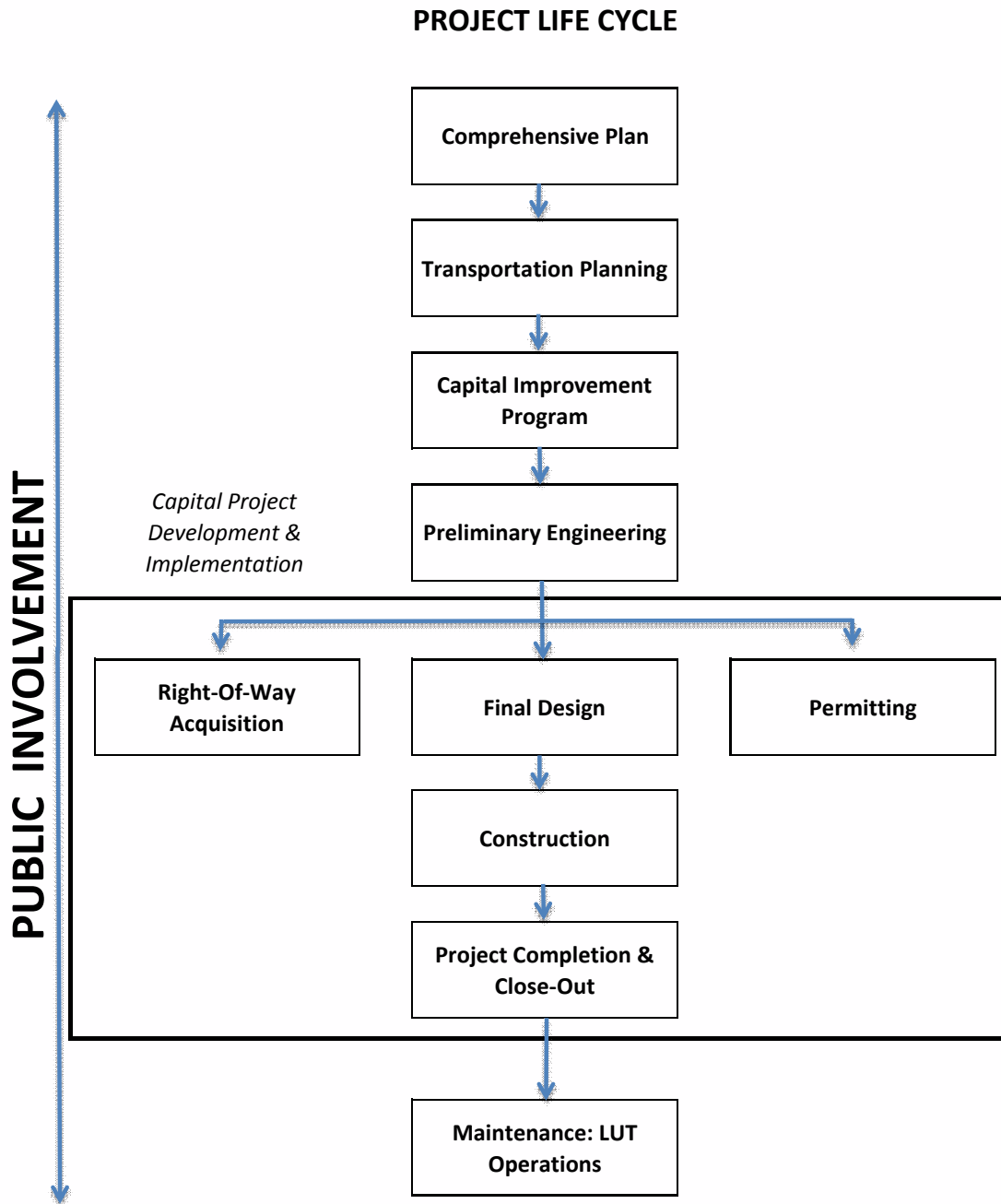
### **Budget Analysis:**

Expenditures decrease \$3,290,137 (100%). Beginning fund balance decreases \$3,290,137 (100%).

The Wingspan Event and Conference Center project is essentially complete and close out procedures should be completed in fiscal year 2021-2022.

# Transportation Capital Project Budget Lifecycle

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# 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.

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
LUT Capital Projects	\$ 123,483,967	141,182,339	166,622,903	25,440,564	18%
<b>Total</b>	<b>123,483,967</b>	<b>141,182,339</b>	<b>166,622,903</b>	<b>25,440,564</b>	<b>18%</b>
<b>by category</b>					
Intergovernmental	7,930,133	7,930,133	48,774,499	40,844,366	515%
Miscellaneous	730,000	730,000	686,306	(43,694)	-6%
Operating Transfers In	38,899,903	38,899,903	36,402,128	(2,497,775)	-6%
<b>Total Revenues</b>	<b>47,560,036</b>	<b>47,560,036</b>	<b>85,862,933</b>	<b>38,302,897</b>	<b>81%</b>
Materials & Services	109,319,363	126,817,258	155,848,219	29,030,961	23%
Interdepartmental	7,494,358	7,494,358	7,007,479	(486,879)	-6%
Operating Transfers Out	1,502,753	1,703,230	890,205	(813,025)	-48%
Capital Outlay	5,167,493	5,167,493	2,877,000	(2,290,493)	-44%
<b>subtotal</b>	<b>123,483,967</b>	<b>141,182,339</b>	<b>166,622,903</b>	<b>25,440,564</b>	<b>18%</b>
Contingency	-	-	-	-	0%
<b>Total Expenditures</b>	<b>123,483,967</b>	<b>141,182,339</b>	<b>166,622,903</b>	<b>25,440,564</b>	<b>18%</b>
<b>Revenues under Expenditures</b>	<b>(75,923,931)</b>	<b>(93,622,303)</b>	<b>(80,759,970)</b>	<b>12,862,333</b>	<b>-14%</b>
Beginning Fund Balance	75,923,931	93,622,303	80,759,970	(12,862,333)	-14%
<b>Ending Fund Balance \$</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	



***Budget Analysis:***

Revenues increase \$38,302,897 (81%). Expenditures increase \$25,440,564 (18%). Beginning fund balance decreases \$12,862,333 (14%).

City revenues increased primarily due to the City of Hillsboro's high-growth balloon payments of \$15,240,000 (287%) expected in spring of 2023, spread over four projects, #100294 - Century Blvd/TV Hwy Intersection, #100295 - 209th Ave (TV Hwy - Blanton), #100249 - 198th Ave (TV Hwy to Farmington), and #100570 - Cornelius Pass Rd Bridge over Butternut Creek. Other Intergovernmental revenues increased due to the construction advancement of seven capital projects with intergovernmental agreements with local agencies, providing an increase of \$23,205,595 (994%).

Miscellaneous revenue decreases overall by \$43,694 (6%) due to a reduction in Reimbursement from Developers. Operating transfers in decrease by \$2,497,775 (6%) primarily due to a reduction in Transportation Development Tax Fund (TDT) revenue transfers of \$2,838,331 (71%).

Expenditures increase primarily due to the normal fluctuations in project expenditures associated with the timing of multi-year transportation projects. Materials and Supplies increase \$29,030,960 (23%) primarily due to a reduction in Services-contracts \$6,356,500 (-91%) for Oregon Department of Revenue project funds and professional services increase \$35,296,949 (30%).

Interdepartmental expenditures increase \$126,597 (32%) because of project-related Interdepartment chg-recording fees \$15,000 (not budgeted last fiscal year) and an increase of \$111,597 (28%) in County Cost Allocation Plan charges.

Transfers to other funds decrease by \$486,879 (6%) primarily due to a reduction in Transfer to Road Fund for Statewide Transportation Improvement Fund charges, savings in the LUT Cost Allocation Plan, and Transfer to Road Capital Projects Fund with reduced costs due to project timing.

Capital outlay is reduced by \$2,290,493 (44%) because of decreased Right-of-way acquisitions since many of the current projects' acquisitions were completed in fiscal year 2021-22.

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 55 active projects. Within the MSTIP program there have been eight multi-year project packages; MSTIP 3, MSTIP 3B, MSTIP 3C, MSTIP 3D, MSTIP 3D HG, MSTIP Project Development, MSTIP 3E, and MSTIP 3F. 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
<b>MSTIP 3</b>			
MSTIP 3 Administration	Program	1,467,474	Program
Traffic Flow Enhancement Program	Program	128,276	Program
<b>MSTIP 3C</b>			
Tualatin Sherwood Road - Borchers to Langer Farms	Road	11,727,400	Construction
State & Federal Program Match	Program	1,300,000	Program
Walker Road - Schendel to Butner	Road	6,505,000	ROW/Construction
Walker Road/Murray Blvd Intersection Improvements	Road	3,979,905	ROW/Construction
Jenkins Road - 158th to Murray	Road	65,250	Post-Construction
<b>MSTIP 3D</b>			
MSTIP 3d Opportunity Fund	Program	796	Program
Cornell Road - 102nd to 113th	Road	5,184,000	Construction
198th Avenue - TV Hwy to Farmington	Road	306,500	Post-Construction
Elwert Road/Krueger Road Intersection	Road	152,557	Post-Construction
Advanced Traffic Mgmt Systm	Program	50,000	Program
25th Avenue/Cornell Road Intersection	Road	2,636,000	Construction
Cornelius Pass Road Bridge over Rock Creek	Bridge	100,700	Construction
<b>MSTIP 3D HG</b>			
Cornelius Pass Road - Frances to TV Hwy	Road	12,722,400	Construction
Roy Rogers Road - Scholls Ferry to Bull Mountain	Road	27,500	Post-Construction
Century Blvd/TV Hwy Intersection	Road	3,691,800	Construction
209th Avenue - TV Hwy to Blanton	Road	8,175,400	Construction
Thompson Road - Kenny to Saltzman	Road	3,468,495	ROW/Construction
Cornelius Pass Road Bridge over Butternut Creek	Bridge	2,701,755	Construction
SW Kinnaman Rd (209th-198th)	Road	515,500	Design/ROW
Blanton - 198th to 209th (TV Trail)	Road	238,000	Design
Thompson Road - Saltzman to Marcotte	Road	679,500	Design
Scholls Ferry Road/Teal Blvd Intersection	Road	403,500	Design
Scholls Ferry Road - N/S Collector to Tile Flat	Road	385,500	Design
Scholls Ferry Road - N/S Collector to Roy Rogers	Road	385,500	Design
Tile Flat - UGB to Scholls Ferry	Road	284,500	Design
<b>MSTIP 3E</b>			
MSTIP 3f Program Development	Program	400,000	Program
Main Street/Banks Rd/Cedar Canyon Intersection	Road	1,733,505	Design/ROW
Martin Road - Hwy 47 to Verboort	Road	7,411,500	Construction
West Union Road - 185th to Cornelius Pass	Road	547,000	Design/ROW
Walker Road - 173rd to 185th	Road	3,173,205	ROW/Construction
Century Blvd Extension - Baseline to Lois	Road	10,664,005	ROW/Construction
Scotch Church Road Bridge over McKay Creek	Bridge	1,800	Post-Construction
Stringtown Road Bridge over Pickett Creek	Bridge	238,905	Design
Tualatin Sherwood Road - Teton to Langer Farms	Road	8,878,500	ROW/Construction
Beaverton Arterial Sidewalk	Road	1,500,100	Design
Roy Rogers Road - Borchers to Chicken Creek	Road	7,612,500	Construction
HWY 47/Maple/Fern Hill Intersection	Road	1,318,500	Design
121st Avenue - Tippit to Whistler	Road	4,118,726	Construction
Augusta Lane Ped Bridge over Beaverton Creek	Bridge	40,000	Post-Construction
Farmington Road/River Road Intersection	Road	3,582,500	Construction
Oregon Smart Mobility Network	Program	489,500	Program
Saltzman Road - Laidlaw to Bayonne	Road	476,500	Design
MSTIP 3e Opportunity Fund	Program	763,972	Program
Millikan Way - Watson to Lombard (Xfer to Beaverton)	Road	5,006,000	Design
170th Ave - Merlo to Alexander	Road	861,200	Design
Denny Road - Hwy 217 to Scholls Ferry	Road	500,200	Design
Bonita Road/Sequoia Parkway Intersection	Road	226,300	Design
Walker Rd - Murray to Hwy 217	Road	665,300	Design
Alexander - 178th to 192nd	Road	558,800	Design
205th - Quatama to Baseline	Road	495,700	Design
<b>Total</b>		<b>\$ 128,547,426</b>	

# 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	
	2021-22	2021-22	2022-23	\$	%
LUT Capital Projects	\$ 17,239,204	17,239,204	23,663,804	6,424,600	37%
Bikeway & Pedestrian	754,000	754,000	547,105	(206,895)	-27%
Bridge Program	5,559	5,559	3,750	(1,809)	-33%
Road Fund Capital Projects	10,366,980	10,366,980	10,520,466	153,486	1%
Gain Share Bike & Pedestrian	2,903,600	2,903,600	2,376,355	(527,245)	-18%
Gain Share ITS (Intelligent Trans System)	755,500	755,500	911,750	156,250	21%
<b>Total</b>	<b>32,024,843</b>	<b>32,024,843</b>	<b>38,023,230</b>	<b>5,998,387</b>	<b>19%</b>
<b>by category</b>					
Intergovernmental	3,736,160	3,736,160	728,617	(3,007,543)	-80%
Operating Transfers In	12,369,060	12,369,060	20,889,398	8,520,338	69%
<b>Total Revenues</b>	<b>16,105,220</b>	<b>16,105,220</b>	<b>21,618,015</b>	<b>5,512,795</b>	<b>34%</b>
Materials & Services	27,002,054	27,002,054	35,130,451	8,128,397	30%
Interdepartmental	2,441,645	2,441,645	2,658,736	217,091	9%
Operating Transfers Out	753,644	753,644	44,593	(709,051)	-94%
Capital Outlay	1,827,500	1,827,500	189,450	(1,638,050)	-90%
<b>subtotal</b>	<b>32,024,843</b>	<b>32,024,843</b>	<b>38,023,230</b>	<b>5,998,387</b>	<b>19%</b>
Contingency	-	-	-	-	0%
<b>Total Expenditures</b>	<b>32,024,843</b>	<b>32,024,843</b>	<b>38,023,230</b>	<b>5,998,387</b>	<b>19%</b>
<b>Revenues under Expenditures</b>	<b>(15,919,623)</b>	<b>(15,919,623)</b>	<b>(16,405,215)</b>	<b>(485,592)</b>	<b>3%</b>
Beginning Fund Balance	15,919,623	15,919,623	16,405,215	485,592	3%
<b>Ending Fund Balance \$</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	

***Budget Analysis:***

Revenues increase \$5,512,795 (34%). Expenditures increase \$5,998,387 (19%). Beginning fund balance increases \$485,592 (3%).

Intergovernmental revenue decreases \$3,007,543 (80%) due to reduced revenue from Oregon Department of Transportation and Other Intergovernmental, primarily based on project statuses for Basalt Creek Parkway Extension, 170th Ave/Farmington Road Intersection Improvement, and Gales Creek Rd/Thatcher Rd Intersection, and Council Creek Bike & Pedestrian Trail.

Operating transfers in from Road Fund increase \$7,909,716 (88%), transfers from Major Street Transportation Improvement District decrease \$369,730 (49%), Transportation Development Tax Transfer increase \$980,352 (4,990%). Transfer reductions and increases are a result of normal fluctuations in project timing and schedules.

Materials and Supplies increases \$8,128,397 (30%) primarily due to an increase in professional services \$8,103,474 (30%) based on project timing.

Interfund expenditures include a decrease of \$3,899 (3%) in County Cost Allocation Plan charges. Capital outlay decreases \$1,638,050 (90%) due to completion of numerous right-of-way acquisitions for projects in this fund.

Project Name	Project Type	Amount	Status
<b>Road Capital - Road</b>			
Road Capital Road Administration	Program	303,383	Program
Basalt Creek Parkway - Grahams Ferry to Boones Ferry	Road	267,850	Design
Hagg Lake	Road	6,585,444	Construction
170th Ave/Farmington Road Intersection	Road	16,000	Post-Construction
Gales Creek Road/Thatcher Road Intersection	Road	1,043,355	Construction
Reedville Area Regional WQ	Road	24,500	Post-Construction
West Union/Neakahnie Turn Lane	Road	938,405	Construction
<b>Road Capital Bike &amp; Ped</b>			
Aloha Access: OR8 - Cornelius Pass - 160th	Bike & Ped	126,200	Design
Reedville Trail: Baseline to Johnson	Bike & Ped	420,905	Design
<b>Road Capital - Bridge</b>			
227th Avenue Bridge #1323	Bridge	3,750	Post-Construction
<b>Road Capital - Road Fund Capital Projects</b>			
Replace Gaston Road Bridge over Wapato Creek	Bridge	1,100	Post-Construction
ADA Ramps 2018 - WashCo Gov't Bldgs	ADA Ramp	554,205	Construction
ADA Public ROW Transition Plan	ADA Ramp	10,000	Design
ADA Ramps - Baseline/185th South	ADA Ramp	6,000	Post-Construction
ADA Ramps 2020 Farmington - Murray to Kinnaman	ADA Ramp	2,500	Post-Construction
ADA Ramps 2020 Farmington - 209th to 198th	ADA Ramp	56,450	Construction
174th Avenue - Lapaloma to Solano	Ped Improvements	376,765	Construction
Park Way - Devonshire to Walker	Ped Improvements	146,250	Construction
Scholls Ferry Road/77th Avenue Intersection	Ped Improvements	335,705	Construction
Filbert Street - Saltzman to Murray	Ped Improvements	1,053,005	ROW/Construction
Butner/Downing - Murray to Walker	Ped Improvements	1,115,393	ROW/Construction
Meadow Drive - Walker to Pioneer	Ped Improvements	322,213	ROW/Construction
Phillips Road Bridge over Holcomb Creek	Bridge	2,700	Post-Construction
Pongratz Road Bridge over Whitcher Creek	Bridge	2,700	Post-Construction
System Signals & Illumination	Signal	287,000	Construction
South Road Bridge over Tualatin River	Bridge	926,250	Construction
Bridge #2 - Dairy Creek #1366	Bridge	130,750	Design
Bridge #3 - Cochran #1394	Bridge	130,750	Design
22-23 ADA Ramps North	ADA Ramp	943,455	Construction
22-23 ADA Ramps West	ADA Ramp	783,455	Construction
22-23 ADA Ramps Central	ADA Ramp	503,455	Construction
22-23 ADA Ramps South	ADA Ramp	803,455	Construction
22-23 ADA Ramps Murray Blvd	ADA Ramp	903,455	Construction
22-23 ADA Ramps Park Way	ADA Ramp	1,123,455	Construction
<b>Road Capital - Gainshare Bike &amp; Ped</b>			
Florence Street - 165th to 175th	Ped Improvements	799,000	Construction
Scholls Ferry Road - 77th to Laurelwood	Ped Improvements	289,000	Design
Miller Hill Road - Wagner to Georgene	Ped Improvements	590,405	ROW/Construction
OR8 Access to Transit II	Ped Improvements	23,350	Design
GainShare Metzger Area Projects	Ped Improvements	66,600	Design
GainShare Neighborhood Bikeways	Ped Improvements	267,750	Design
GainShare Glencoe Rd	Ped Improvements	282,750	Design
GainShare SRTS - Skills Course	Ped Improvements	57,500	Design
<b>Road Capital - Gainshare ITS</b>			
Gain Share ITS 2017	Traffic System	211,000	Design
Gain Share ITS 2019	Traffic System	542,500	Design
Gain Share ITS 2020	Traffic System	158,250	Design
<b>Total</b>		<b>\$ 23,538,363</b>	

# Transportation Development Tax 374-6065

# Budget Detail

This fund has been established to provide a separate program to account for resources made available by the creation of a new transportation tax on development. The Transportation Development Tax (TDT) was approved by voters in November 2008 and replaced the Traffic Impact Fee (TIF) which will be phased out over the next several years. The TDT is collected from new development for use in building transportation system capacity.

1. **LUT Capital Projects** (374-606505): Program accounts for the financial activities related to road construction activities.
2. **Administration and Analysis** (374-606510): Program accounts for the financial activities related to administration of the TDT analysis and transportation planning efforts.

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
LUT Capital Projects	\$ 1,057,648	1,057,648	25,000	(1,032,648)	-98%
Administration and Analysis	48,426,596	48,426,596	43,591,983	(4,834,613)	-10%
<b>Total</b>	<b>49,484,244</b>	<b>49,484,244</b>	<b>43,616,983</b>	<b>(5,867,261)</b>	<b>-12%</b>
<b>by category</b>					
Charges for Services	5,000,000	5,000,000	5,000,000	-	0%
Operating Transfers In	774,892	774,892	-	(774,892)	-100%
<b>Total Revenues</b>	<b>5,774,892</b>	<b>5,774,892</b>	<b>5,000,000</b>	<b>(774,892)</b>	<b>-13%</b>
Materials & Services	43,164,536	43,164,536	39,389,459	(3,775,077)	-9%
Other	4,000	4,000	3,000	(1,000)	-25%
Interdepartmental	544,108	544,108	580,848	36,740	7%
Operating Transfers Out	5,771,600	5,771,600	3,643,676	(2,127,924)	-37%
<b>subtotal</b>	<b>49,484,244</b>	<b>49,484,244</b>	<b>43,616,983</b>	<b>(5,867,261)</b>	<b>-12%</b>
Contingency	-	-	-	-	0%
<b>Total Expenditures</b>	<b>49,484,244</b>	<b>49,484,244</b>	<b>43,616,983</b>	<b>(5,867,261)</b>	<b>-12%</b>
<b>Revenues under Expenditures</b>	<b>(43,709,352)</b>	<b>(43,709,352)</b>	<b>(38,616,983)</b>	<b>5,092,369</b>	<b>-12%</b>
Beginning Fund Balance	43,709,352	43,709,352	38,616,983	(5,092,369)	-12%
<b>Ending Fund Balance \$</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	

**Budget Analysis:**

Revenues decrease \$774,892 (13%). Expenditures decrease \$5,867,261 (12%). Beginning fund balance decreases \$5,092,369 (12%).

Operating transfers in reflect a reduction of \$774,892 (100%). Funds were received in fiscal year 2021-22 from the closure of Fund 360 TIF. No new operating transfers in are budgeted for FY 2022-23.

Materials and Supplies decrease \$5,850,077 primarily due to a reduction in professional services as a result of decreased unobligated reserve of \$5,847,577 (14%).

Other expenditures decreased \$1,000 (25%) due to fewer bank charges.

Interfund expenditures decrease \$38,760 (18%) because of a decrease in the County Cost Allocation Plan charges. TDT is also paying for the allocated County Cost Allocation Plan charges for the closed TIF Fund (360) for FY 2022-23, a total of \$3,135.

Transfers to other funds decrease by \$2,127,924 (37%) due to a decreased Transfer to Road Fund of \$69,945 (69%); an increase of \$980,352 (4,990%) in Transfer to Road Capital Projects Fund, a reduction of \$2,838,331 (71%) in Transfer to MSTIP 3 Fund, a \$650,000 (39%) decrease in Transfer to North Bethany County Service District, and the new addition of a Transfer to Bonny Slope West SDC of \$450,000 not previously budgeted. Fluctuations are normal based on the nature of projects and development fees allocated to County Service Districts. FY 2022-23 has only one project budgeted, but has funds committed for future projects and current projects with future transfers from the Nike TDT deposits as they near completion in FY 2023-24 and beyond. Nike transfers include Project #100309 - Walker Rd (Schendel to Butner) and Project #100238 - Walker Rd/Murray Blvd Intersection Improvements. Future projects include, but are not limited to, Thompson Rd (Saltzman to Marcotte), Laidlaw Rd (Saltzman to Marcotte), Marcotte Rd (Laidlaw to Thompson), and Saltzman Rd (Laidlaw to Thompson).

Project Name	Project Type	Amount	Status
TDT Admin	Program	4,202,524	Program
TDT Credit Calculation	Program	25,000	Program
Grabhorn Road Realignment	Road	25,000	Design
<b>Total</b>		<b>\$ 4,252,524</b>	

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

- Administration and Analysis (376-606510):** Program accounts for the financial activities related to administration of the North Bethany SDC analysis and transportation planning efforts.

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
Administration and Analysis	\$ 1,030,806	1,030,806	2,401,457	1,370,651	133%
<b>Total</b>	<b>1,030,806</b>	<b>1,030,806</b>	<b>2,401,457</b>	<b>1,370,651</b>	<b>133%</b>
<b>by category</b>					
Charges for Services	720,000	720,000	1,050,000	330,000	46%
<b>Total Revenues</b>	<b>720,000</b>	<b>720,000</b>	<b>1,050,000</b>	<b>330,000</b>	<b>46%</b>
Materials & Services	-	-	150,000	150,000	0%
Other	5,000	5,000	-	(5,000)	-100%
Interdepartmental	21,142	21,142	7,060	(14,082)	-67%
Operating Transfers Out	1,004,664	1,004,664	2,244,397	1,239,733	123%
<b>subtotal</b>	<b>1,030,806</b>	<b>1,030,806</b>	<b>2,401,457</b>	<b>1,370,651</b>	<b>133%</b>
Contingency	-	-	-	-	0%
<b>Total Expenditures</b>	<b>1,030,806</b>	<b>1,030,806</b>	<b>2,401,457</b>	<b>1,370,651</b>	<b>133%</b>
	<b>Revenues under Expenditures</b>	<b>(310,806)</b>	<b>(310,806)</b>	<b>(1,351,457)</b>	<b>(1,040,651) 335%</b>
Beginning Fund Balance	310,806	310,806	1,351,457	1,040,651	335%
<b>Ending Fund Balance \$</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	

**Budget Analysis:**

Revenues increase \$330,000 (46%). Expenditures increase \$1,370,651 (133%). Beginning fund balance increases \$1,040,651 (335%).

Charges for Services decreased and reflect activity levels consistent with the current fiscal year actual revenues as the North Bethany development activity continues.

Transfers to other funds reflects a transfer of funds to the North Bethany County Service District for Roads (NBCSDR) to provide construction resources toward Project #100365 - Springville Road (Kaiser to Joss) and design and construction resources toward Project #100461 - Springville Road (Joss to PCC entrance). All resources are fully appropriated to maintain flexibility to address future priority transportation projects.

The reduction in this year's appropriations is because SDC collections from previous years were transferred in fiscal year 2019-20 to NBCSDR. The transfer for fiscal year 2022-23 includes new revenue and all available funds less fund expenditures for the current budget year.



# 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.

- Administration and Analysis (378-606510):** Program accounts for the financial activities related to administration of the Bonny Slope West SDC analysis and transportation planning efforts.

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
Administration and Analysis	\$ 3,020,569	3,020,569	6,033,871	3,013,302	100%
<b>Total</b>	<b>3,020,569</b>	<b>3,020,569</b>	<b>6,033,871</b>	<b>3,013,302</b>	<b>100%</b>
<b>by category</b>					
Charges for Services	615,000	615,000	441,300	(173,700)	-28%
Operating Transfers In	-	-	450,000	450,000	0%
<b>Total Revenues</b>	<b>615,000</b>	<b>615,000</b>	<b>891,300</b>	<b>276,300</b>	<b>45%</b>
Materials & Services	3,004,818	3,004,818	5,788,783	2,783,965	93%
Other	2,500	2,500	-	(2,500)	-100%
Interdepartmental	12,097	12,097	17,496	5,399	45%
Operating Transfers Out	1,154	1,154	227,592	226,438	19,622%
<b>subtotal</b>	<b>3,020,569</b>	<b>3,020,569</b>	<b>6,033,871</b>	<b>3,013,302</b>	<b>100%</b>
Contingency	-	-	-	-	0%
<b>Total Expenditures</b>	<b>3,020,569</b>	<b>3,020,569</b>	<b>6,033,871</b>	<b>3,013,302</b>	<b>100%</b>
<b>Revenues under Expenditures</b>	<b>(2,405,569)</b>	<b>(2,405,569)</b>	<b>(5,142,571)</b>	<b>(2,737,002)</b>	<b>114%</b>
Beginning Fund Balance	2,405,569	2,405,569	5,142,571	2,737,002	114%
<b>Ending Fund Balance \$</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	

***Budget Analysis:***

Revenues increase \$276,300 (45%). Expenditures increase \$3,013,302 (100%). Beginning fund balance increases \$2,737,002 (114%).

System Development Charges (SDC) revenue collection is expected to decrease slightly. With a review of existing lots currently platted, yet to be built, and the knowledge that two new subdivisions with a total of 40 lots have been approved for development soon, a decrease in SDC collections is projected.

Bonny Slope West SDC funds will be allocated between four projects, Thompson Road (Saltzman Road to Marcotte Road), Laidlaw Road (Saltzman Road to Marcotte Road), Marcotte Road (Laidlaw Road to Thompson Road) and Saltzman Road (Laidlaw Road to Thompson Road). Materials and Services increase, reflected in professional services, as all available resources are fully appropriated to maintain flexibility to address these future transportation projects.

Interdepartmental expenditures increase as indirect costs to this program from the previous years' budget. A significant decrease in a transfer to the Road Fund for this program's share of Land Use & Transportation (LUT) Administrative Services support as identified in the LUT Administrative Services cost allocation plan is reflected. Overall Transfers to other funds increased as a transfer to the Major Streets Transportation Improvement Program (MSTIP) is required for Temporary Project #21-22.2 Thompson Rd (Saltzman to Marcotte) is to be 33% funded by Bonny Slope.



# 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	
	2021-22	2021-22	2022-23	\$	%
General Obligation Bonds	\$ 4,927,438	4,927,438	5,126,438	199,000	4%
Series 2016B FF&C	32,054,707	32,054,707	42,654,906	10,600,199	33%
Miscellaneous Debt	5,568,860	5,568,860	5,718,563	149,703	3%
<b>subtotal - Debt Service</b>	<b>42,551,005</b>	<b>42,551,005</b>	<b>53,499,907</b>	<b>10,948,902</b>	<b>26%</b>
Liability/Casualty Insurance	9,086,798	9,086,798	13,140,781	4,053,983	45%
Life Insurance	550,812	550,812	653,497	102,685	19%
Workers Compensation Insurance	3,847,541	3,847,541	5,176,649	1,329,108	35%
Medical Insurance	49,537,581	49,537,581	54,696,342	5,158,761	10%
Unemployment Insurance	646,301	646,301	541,435	(104,866)	-16%
PERS Employer Stabilization	336,600	336,600	336,450	(150)	0%
<b>subtotal - Risk Management/Insurance</b>	<b>64,005,633</b>	<b>64,005,633</b>	<b>74,545,154</b>	<b>10,539,521</b>	<b>16%</b>
Revenue Stabilization	11,615,588	11,615,588	11,615,582	(6)	0%
Animal Services Gifts & Donations	1,550,824	1,550,824	1,621,241	70,417	5%
Building Equipment Replacement	7,411,548	8,368,979	11,564,805	3,195,826	38%
ITS Systems Replacement	1,327,977	1,327,977	1,377,310	49,333	4%
Fleet Replacement	20,891,434	20,891,434	24,226,982	3,335,548	16%
<b>subtotal - Replacement/Reserve</b>	<b>42,797,371</b>	<b>43,754,802</b>	<b>50,405,920</b>	<b>6,651,118</b>	<b>15%</b>
General Fund Transfers	96,752,620	99,519,981	91,063,419	(8,456,562)	-8%
Lottery Program	3,000,000	3,000,000	3,223,760	223,760	7%
Strategic Investment Program	54,300,539	54,300,539	60,889,701	6,589,162	12%
Gain Share	11,856,574	11,856,574	10,094,029	(1,762,545)	-15%
Indirect Cost Recovery	33,748,954	33,748,954	38,233,332	4,484,378	13%
<b>subtotal - Miscellaneous</b>	<b>199,658,687</b>	<b>202,426,048</b>	<b>203,504,241</b>	<b>1,078,193</b>	<b>1%</b>
<b>Totals</b>	<b>\$ 349,012,696</b>	<b>352,737,488</b>	<b>381,955,222</b>	<b>29,217,734</b>	<b>8%</b>

# NON-OPERATING

# BUDGET OVERVIEW

Category Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
Taxes	\$ 176,961,202	176,961,202	192,238,258	15,277,056	9%
Licenses & Permits	1,650,600	1,650,600	1,623,000	(27,600)	-2%
Intergovernmental	18,401,536	18,401,536	19,461,314	1,059,778	6%
Charges for Services	104,387,011	104,387,011	110,216,462	5,829,451	6%
Fines & Forfeitures	700,000	700,000	830,000	130,000	19%
Interdepartmental	33,603,273	33,603,273	38,233,332	4,630,059	14%
Miscellaneous	3,764,462	3,764,462	5,075,049	1,310,587	35%
Operating Transfers In	95,274,628	95,274,628	96,308,129	1,033,501	1%
<b>Total Revenues</b>	<b>434,742,712</b>	<b>434,742,712</b>	<b>463,985,544</b>	<b>29,242,832</b>	<b>7%</b>
Materials & Services	63,613,473	63,613,473	69,695,606	6,082,133	10%
Other	23,145,076	23,145,076	54,021,496	30,876,420	133%
Interdepartmental	2,939,486	2,939,486	3,281,992	342,506	12%
Operating Transfers Out	179,053,462	194,320,823	172,823,417	(21,497,406)	-11%
Capital Outlay	9,746,100	11,103,531	16,504,100	5,400,569	49%
<b>subtotal</b>	<b>278,497,597</b>	<b>295,122,389</b>	<b>316,326,611</b>	<b>21,204,222</b>	<b>7%</b>
Contingency	70,515,099	57,615,099	65,628,611	8,013,512	14%
<b>Total Expenditures</b>	<b>349,012,696</b>	<b>352,737,488</b>	<b>381,955,222</b>	<b>29,217,734</b>	<b>8%</b>
Revenues over Expenditures	85,730,016	82,005,224	82,030,322	25,098	0%
General Fund Subsidy	(143,409,818)	(140,642,457)	(162,809,175)	(22,166,718)	16%
Special Funds Beginning Balances	57,679,802	58,637,233	80,778,853	22,141,620	38%
<b>Ending Fund Balances \$</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	

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# General Obligation Bonds 304-3585

# Budget Detail

This fund pays the principal and interest on the May 2016 voter approved general obligation bond for the Emergency Communications System (911).

1. **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	
	2021-22	2021-22	2022-23	\$	%
Debt Service	\$ 4,927,438	4,927,438	5,126,438	199,000	4%
<b>Total</b>	<b>4,927,438</b>	<b>4,927,438</b>	<b>5,126,438</b>	<b>199,000</b>	
<b>by category</b>					
Taxes	4,836,587	4,836,587	5,030,119	193,532	4%
Miscellaneous	20,000	20,000	20,000	-	0%
<b>Total Revenues</b>	<b>4,856,587</b>	<b>4,856,587</b>	<b>5,050,119</b>	<b>193,532</b>	<b>4%</b>
Other	4,902,438	4,902,438	5,126,438	224,000	5%
<b>subtotal</b>	<b>4,902,438</b>	<b>4,902,438</b>	<b>5,126,438</b>	<b>224,000</b>	<b>5%</b>
Contingency	25,000	25,000	-	(25,000)	-100%
<b>Total Expenditures</b>	<b>4,927,438</b>	<b>4,927,438</b>	<b>5,126,438</b>	<b>199,000</b>	<b>4%</b>
<b>Revenues under expenditures</b>	<b>(70,851)</b>	<b>(70,851)</b>	<b>(76,319)</b>	<b>(5,468)</b>	<b>8%</b>
Beginning Fund Balance	70,851	70,851	76,319	5,468	8%
<b>Ending Fund Balance \$</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	

### Budget Analysis:

Revenues increase \$193,532 (4%). Expenditures, excluding Contingency, increase \$224,000 (5%). Contingency decreases \$25,000 (100%). Beginning fund balance increases \$5,468 (8%).

Property tax revenues are used to pay the debt service on these bonds. The debt service payments for fiscal year 2022-23 will be levied in the fall of 2022; assumptions include a 96% collection rate. The beginning fund balance represents the building up of a reserve to cover any unforeseen revenue shortfalls.

The debt service payments in Other Expenditures represent the actual payment amounts according to the debt service amortization schedule as well as the debt service reserve.

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

This fund accounts for the principal and interest on the Series 2016 B Full Faith and Credit Obligations (FF&C). Proceeds from this issue are being used to provide funding for capital projects for County facilities, the building of an Event Center and various Major Street Transportation Improvement Program projects.

1. **Debt Service** (305-358505): Principal and interest payments are taken from the amortization schedule included with the closing documents for the debt issue. All expenditures will be tracked in this program. Revenue is received as follows: 1) the General Fund's share of the debt service for General Facilities Capital projects, 2) Gain Share allocated to the Event Center project and future capital outlay, 3) Transient Lodging Tax revenue allocated for a portion of the debt service related to the Event Center project and 4) property taxes allocated to Major Streets Transportation Improvement Program (MSTIP) Fund's share of the debt service for MSTIP Projects.

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
Debt Service	\$ 32,054,707	32,054,707	42,654,906	10,600,199	33%
<b>Total</b>	<b>32,054,707</b>	<b>32,054,707</b>	<b>42,654,906</b>	<b>10,600,199</b>	
<b>by category</b>					
Taxes	1,137,600	1,137,600	1,194,480	56,880	5%
Operating Transfers In	19,372,179	19,372,179	21,608,045	2,235,866	12%
<b>Total Revenues</b>	<b>20,509,779</b>	<b>20,509,779</b>	<b>22,802,525</b>	<b>2,292,746</b>	
Other	12,238,850	12,238,850	42,654,906	30,416,056	249%
<b>subtotal</b>	<b>12,238,850</b>	<b>12,238,850</b>	<b>42,654,906</b>	<b>30,416,056</b>	<b>249%</b>
Contingency	19,815,857	19,815,857	-	(19,815,857)	-100%
<b>Total Expenditures</b>	<b>32,054,707</b>	<b>32,054,707</b>	<b>42,654,906</b>	<b>10,600,199</b>	<b>33%</b>
<b>Revenues under expenditures</b>	<b>(11,544,928)</b>	<b>(11,544,928)</b>	<b>(19,852,381)</b>	<b>(8,307,453)</b>	<b>72%</b>
Beginning Fund Balance	11,544,928	11,544,928	19,852,381	8,307,453	72%
<b>Ending Fund Balance \$</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	



**Budget Analysis:**

Revenues increase \$2,292,746 (11%). Expenditures, excluding Contingency, increase \$30,416,056 (249%). Contingency decreases \$19,815,857 (100%). Beginning fund balance increases \$8,307,453 (72%).

In December 2016 the County issued \$121 million in Full Faith and Credit Obligations. The proceeds from the borrowing are being used to fund three project areas - general facilities projects, construction of the Wingspan Event and Conference Center, and road projects associated with the Major Street Transportation Improvement Program (MSTIP).

Revenues to this fund represent funding sources to pay the annual debt service and are derived from the General Fund, Gain Share Fund, Transient Lodging Tax revenue, and a portion of the General Fund property taxes allocated to MSTIP.

The debt service payments under Other Expenditures represent the actual payments according to the debt service amortization schedule, as well as the debt service reserve.

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

# Miscellaneous Debt 306-3585

# Budget Detail

This fund accounts for the principal and interest on other debt not accounted for in the General Obligation Debt Service Fund or the 2016 full faith & credit (FF&C) Debt Service Fund. The debt instruments accounted for in this fund include full faith and credit obligations, notes, and contracts for debt issued prior to calendar year 2016.

- Debt Service (306-358505):** Principal and interest payments are taken from the amortization schedules included with the closing documents for the respective debt types.

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
Debt Service	\$ 5,568,860	5,568,860	5,718,563	149,703	3%
<b>Total</b>	<b>5,568,860</b>	<b>5,568,860</b>	<b>5,718,563</b>	<b>149,703</b>	
<b>by category</b>					
Operating Transfers In	5,532,172	5,532,172	5,681,672	149,500	3%
<b>Total Revenues</b>	<b>5,532,172</b>	<b>5,532,172</b>	<b>5,681,672</b>	<b>149,500</b>	<b>3%</b>
Other	5,532,172	5,532,172	5,718,563	186,391	3%
<b>subtotal</b>	<b>5,532,172</b>	<b>5,532,172</b>	<b>5,718,563</b>	<b>186,391</b>	<b>3%</b>
Contingency	36,688	36,688	-	(36,688)	-100%
<b>Total Expenditures</b>	<b>5,568,860</b>	<b>5,568,860</b>	<b>5,718,563</b>	<b>149,703</b>	<b>3%</b>
<b>Revenues under expenditures</b>	<b>(36,688)</b>	<b>(36,688)</b>	<b>(36,891)</b>	<b>(203)</b>	<b>1%</b>
Beginning Fund Balance	36,688	36,688	36,891	203	1%
<b>Ending Fund Balance \$</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	

**Budget Analysis:**

Revenues increase \$149,500 (3%). Expenditures, excluding Contingency, increase \$186,391 (3%). Contingency decreases \$36,688 (100%). Beginning fund balance increases \$203 (1%).

Transfers from the General Fund and various special revenue funds provide the funding sources for the annual debt service payments.

The debt service payments in Other Expenditures represent the actual payments according to the debt service payment amortization schedule. as well as the debt service reserve.

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

General Fund	\$ 5,373,124
Cost Allocation Plan	308,548
<b>Total Revenues</b>	<b>5,681,672</b>

Financing Description	Project Description	Amount
2013 Refunding of 2006 New Money	Commuter Rail, CWS & Hillsboro buyout of PSB space, PCC site improvements, Walnut St Warehouse	2,216,422
2016 Refunding of Series 2006 Refunding of 2001A	PERS, Durham Quarry 2001-02 GF Transfer to MSTIP	3,463,250
	Bank Charges	2,000
	<b>Total Debt Service</b>	<b>5,681,672</b>
2022-23 Debt Service Payment Reserve		5,681,672 36,891
<b>Total 2022-23 Appropriations</b>		<b>\$ 5,718,563</b>

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# Liability/Casualty Insurance 504-3570

# Budget Detail

This fund and organizational unit was established to pay claims, legal fees and adjustment services for the County's self-insurance program. Premiums for the County's property insurance, bonds and excess general liability are paid out of this fund.

- Insurance Liability (504-357010):** Provides financial activities related to accounting for insurance required payments and revenues from departments to offset those costs.

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
Insurance Liability	\$ 9,086,798	9,086,798	13,140,781	4,053,983	45%
<b>Total</b>	<b>9,086,798</b>	<b>9,086,798</b>	<b>13,140,781</b>	<b>4,053,983</b>	
<b>by category</b>					
Charges for Services	7,747,722	7,747,722	9,446,371	1,698,649	22%
Miscellaneous	200,000	200,000	230,000	30,000	15%
<b>Total Revenues</b>	<b>7,947,722</b>	<b>7,947,722</b>	<b>9,676,371</b>	<b>1,728,649</b>	<b>22%</b>
Materials & Services	5,641,000	5,641,000	6,045,876	404,876	7%
Interdepartmental	1,672,292	1,672,292	1,850,437	178,145	11%
Operating Transfers Out	500,000	500,000	500,000	-	0%
<b>subtotal</b>	<b>7,813,292</b>	<b>7,813,292</b>	<b>8,396,313</b>	<b>583,021</b>	<b>7%</b>
Contingency	1,273,506	1,273,506	4,744,468	3,470,962	273%
<b>Total Expenditures</b>	<b>9,086,798</b>	<b>9,086,798</b>	<b>13,140,781</b>	<b>4,053,983</b>	<b>45%</b>
<b>Revenues under expenditures</b>	<b>(1,139,076)</b>	<b>(1,139,076)</b>	<b>(3,464,410)</b>	<b>(2,325,334)</b>	<b>204%</b>
Beginning Fund Balance	1,139,076	1,139,076	3,464,410	2,325,334	204%
<b>Ending Fund Balance \$</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	

### Budget Analysis:

Revenues increase \$1,728,649 (22%). Expenditures, excluding Contingency, increase \$583,021 (7%). Contingency increases \$3,470,962 (273%). Beginning fund balance increases \$2,325,334 (204%).

Revenues increase in accordance with the County Cost Allocation Plan. The change is primarily due to rate increases to cover operating costs and maintain a healthy reserve for this fund.

Interdepartmental revenues increase due to higher costs for vehicle accident reimbursements and property reimbursements that are collected from insurance companies and others if they are responsible for damages to County property. Materials and Services increase primarily due insurance costs. Other expenditure increases are related to the County Cost Allocation Plan.

Contingency represents the anticipated ending fund balance / reserve for future claims as estimated by the actuarial report.

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	
	2021-22	2021-22	2022-23	\$	%
Insurance Employee Benefits	\$ 550,812	550,812	653,497	102,685	19%
<b>Total</b>	<b>550,812</b>	<b>550,812</b>	<b>653,497</b>	<b>102,685</b>	
<b>by category</b>					
Miscellaneous	481,644	481,644	519,151	37,507	8%
<b>Total Revenues</b>	<b>481,644</b>	<b>481,644</b>	<b>519,151</b>	<b>37,507</b>	<b>8%</b>
Materials & Services	510,000	510,000	519,151	9,151	2%
Interdepartmental	5,290	5,290	5,133	(157)	-3%
<b>subtotal</b>	<b>515,290</b>	<b>515,290</b>	<b>524,284</b>	<b>8,994</b>	<b>2%</b>
Contingency	35,522	35,522	129,213	93,691	264%
<b>Total Expenditures</b>	<b>550,812</b>	<b>550,812</b>	<b>653,497</b>	<b>102,685</b>	<b>19%</b>
	<b>Revenues under expenditures</b>	<b>(69,168)</b>	<b>(69,168)</b>	<b>(134,346)</b>	<b>(65,178) 94%</b>
Beginning Fund Balance	69,168	69,168	134,346	65,178	94%
<b>Ending Fund Balance \$</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	

**Budget Analysis:**

Revenues increase \$37,507 (8%). Expenditures, excluding Contingency, increase \$8,994 (2%). Contingency increases \$93,691 (264%). Beginning fund balance increases \$65,178 (94%).

Revenues and expenditures increase due to increased staffing when compared to last year, but rates are still structured to spend down fund balance. The fund balance target for this fund is approximately three months' expenditures and excess funds are held in Contingency.

The Human Resources Benefits team leads an annual review of the rate setting structure to stabilize the ongoing fund balance as well as the rates to charge the departments.

# 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.

- 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	
	2021-22	2021-22	2022-23	\$	%
Insurance Liability	\$ 3,847,541	3,847,541	5,176,649	1,329,108	35%
<b>Total</b>	<b>3,847,541</b>	<b>3,847,541</b>	<b>5,176,649</b>	<b>1,329,108</b>	
<b>by category</b>					
Charges for Services	3,413,896	3,413,896	5,076,364	1,662,468	49%
Miscellaneous	50,500	50,500	90,500	40,000	79%
<b>Total Revenues</b>	<b>3,464,396</b>	<b>3,464,396</b>	<b>5,166,864</b>	<b>1,702,468</b>	<b>49%</b>
Materials & Services	2,625,000	2,625,000	3,360,986	735,986	28%
Other	110,000	110,000	250,000	140,000	127%
Interdepartmental	470,894	470,894	565,663	94,769	20%
<b>subtotal</b>	<b>3,205,894</b>	<b>3,205,894</b>	<b>4,176,649</b>	<b>970,755</b>	<b>30%</b>
Contingency	641,647	641,647	1,000,000	358,353	56%
<b>Total Expenditures</b>	<b>3,847,541</b>	<b>3,847,541</b>	<b>5,176,649</b>	<b>1,329,108</b>	<b>35%</b>
<b>Revenues under expenditures</b>	<b>(383,145)</b>	<b>(383,145)</b>	<b>(9,785)</b>	<b>373,360</b>	<b>-97%</b>
Beginning Fund Balance	383,145	383,145	9,785	(373,360)	-97%
<b>Ending Fund Balance \$</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	

## Budget Analysis:

Revenues increase \$1,702,468 (49%). Expenditures, excluding Contingency, increase \$970,755 (30%). Contingency increases \$358,353 (56%). Beginning fund balance decreases \$373,360 (97%).

The fund balance declines substantially due to increased claims costs over the last several years.

Revenues continue to increase to rebuild the fund balance and plan for adequate funding needs to cover new claims. Miscellaneous revenues increase \$40,000 to reflect the current revenue trends from the State back to work programs.

Materials and Services increase \$735,986 as a result of new programs to help contain claims costs through early intervention, increases in claims estimates in the February 2022 Actuarial report, an increase in the payment for the reserve account to meet actuarial expectations. Claims handling fees also have increased due to contractual obligations.

Contingency increases as we rebuild fund balance and is available to meet future claims needs.

# 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	
	2021-22	2021-22	2022-23	\$	%
Insurance Employee Benefits	\$ 49,537,581	49,537,581	54,696,342	5,158,761	10%
<b>Total</b>	<b>49,537,581</b>	<b>49,537,581</b>	<b>54,696,342</b>	<b>5,158,761</b>	
<b>by category</b>					
Charges for Services	44,347,178	44,347,178	45,208,766	861,588	2%
Miscellaneous	472,951	472,951	455,336	(17,615)	-4%
<b>Total Revenues</b>	<b>44,820,129</b>	<b>44,820,129</b>	<b>45,664,102</b>	<b>843,973</b>	<b>2%</b>
Materials & Services	44,408,187	44,408,187	47,453,850	3,045,663	7%
Interdepartmental	129,394	129,394	187,758	58,364	45%
<b>subtotal</b>	<b>44,537,581</b>	<b>44,537,581</b>	<b>47,641,608</b>	<b>3,104,027</b>	<b>7%</b>
Contingency	5,000,000	5,000,000	7,054,734	2,054,734	41%
<b>Total Expenditures</b>	<b>49,537,581</b>	<b>49,537,581</b>	<b>54,696,342</b>	<b>5,158,761</b>	<b>10%</b>
<b>Revenues under Expenditures</b>	<b>(4,717,452)</b>	<b>(4,717,452)</b>	<b>(9,032,240)</b>	<b>(4,314,788)</b>	<b>91%</b>
Beginning Fund Balance	4,717,452	4,717,452	9,032,240	4,314,788	91%
<b>Ending Fund Balance \$</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	



**Budget Analysis:**

Revenues increase \$843,973 (2%). Expenditures, excluding Contingency, increase \$3,104,027 (7%). Contingency increases \$2,054,734 (41%). Beginning fund balance increases \$4,314,788 (91%).

Revenues for Charges for Services increases 2% due to stable rates charged to departments and new positions added across the County. The County charges a blended health insurance rate to departments that is intended to cover the actual costs incurred based on each employee’s elected benefit level.

Expenditures increase due primarily to premium adjustments effective January 1, 2022 and projected adjustments for January 2023 which are offset by the addition of Contingency this year to fund future cost increases and provide a stable cash flow for the fund.

County employees pay 5% or 10% of their health care costs based on their plan choices (Providence low or high deductible; Kaiser low or high deductible; ODS Dental or Kaiser Dental). For fiscal year 2021-22 the breakdown between plans were medical (Providence 59% and Kaiser 41%) and Dental (ODS Dental 69% and Kaiser Dental 31%). In addition, approximately 73 employees waive all three coverages (medical, dental & vision) and are eligible to receive a contribution to a Voluntary Employee Benefit Account (VEBA).

The fund balance target is approximately \$9 million, about 2-3 months of expenditures, to allow for adequate cash flow during the fiscal year. The projected beginning fund balance for FY 2022-23 is \$9 million due to lower than expected rate increases in January 2022 and vacant positions. The fund balance will be managed through rates charged to departments.

<b>Provider / Plan</b>	<b>Percent Change from January 1, 2021 to January 1, 2022</b>
Providence Low Deductible	0%
Providence High Deductible	0%
Kaiser Low Deductible	0.8%
Kaiser High Deductible	0.8%
VSP Vision	-5.1%
ODS Dental	0%
Kaiser Dental	0%

# Unemployment Insurance 512-3570

# Budget Detail

This fund and organizational unit was established to collect funds from departments for unemployment insurance and, in turn, pay unemployment claims.

1. **Insurance Employee Benefits (512-357005)**: Provides financial activities related to accounting for employee unemployment benefits.

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
Insurance Employee Benefits	\$ 646,301	646,301	541,435	(104,866)	-16%
<b>Total</b>	<b>646,301</b>	<b>646,301</b>	<b>541,435</b>	<b>(104,866)</b>	
<b>by category</b>					
Charges for Services	213,482	213,482	222,474	8,992	4%
<b>Total Revenues</b>	<b>213,482</b>	<b>213,482</b>	<b>222,474</b>	<b>8,992</b>	<b>4%</b>
Materials & Services	404,000	404,000	404,000	-	0%
Interdepartmental	4,775	4,775	4,772	(3)	0%
<b>subtotal</b>	<b>408,775</b>	<b>408,775</b>	<b>408,772</b>	<b>(3)</b>	<b>0%</b>
Contingency	237,526	237,526	132,663	(104,863)	-44%
<b>Total Expenditures</b>	<b>646,301</b>	<b>646,301</b>	<b>541,435</b>	<b>(104,866)</b>	<b>-16%</b>
	<b>Revenues under Expenditures</b>	<b>(432,819)</b>	<b>(432,819)</b>	<b>(318,961)</b>	<b>113,858 -26%</b>
Beginning Fund Balance	432,819	432,819	318,961	(113,858)	-26%
	<b>Ending Fund Balance \$</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

## Budget Analysis:

Revenues increase \$8,992 (4%). Contingency decreases \$104,863 (44%). Beginning fund balance decreases \$113,858 (26%).

Unemployment claims are projected to remain high for FY 2022-23 as they have been for the past two fiscal years due to the COVID-19 pandemic. The State of Oregon has offered some credits for these higher than usual claims, but it is not known at this time if these credits will continue.

The fund balance target is set at one year's expenditures based on the unemployment claims experienced during the 2009 through 2012 economic downturn. The fund balance is anticipated to reduce to \$132,663 if no State assistance is received. Future rates to the departments will be adjusted as needed to restore the fund balance to target level.

# PERS Employer Stabilization 524-1615

# Budget Detail

This fund was established to maintain a reserve for future rate increases. Resources may be used to offset a PERS rate increase or to make a lump sum payment to PERS to reduce the County's unfunded liability.

The Board of Commissioners created this fund to accumulate resources to partially offset future PERS rate increases.

1. **PERS Employer Stabilization (524-161505):** This program accounts for the reserve activity.

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
PERS Employer Stabilization	\$ 336,600	336,600	336,450	(150)	0%
<b>Total</b>	<b>336,600</b>	<b>336,600</b>	<b>336,450</b>	<b>(150)</b>	
<b>by category</b>					
Contingency	336,600	336,600	336,450	(150)	0%
<b>Total Expenditures</b>	<b>336,600</b>	<b>336,600</b>	<b>336,450</b>	<b>(150)</b>	<b>0%</b>
<b>Revenues under Expenditures</b>	<b>(336,600)</b>	<b>(336,600)</b>	<b>(336,450)</b>	<b>150</b>	<b>0%</b>
Beginning Fund Balance	336,600	336,600	336,450	(150)	0%
<b>Ending Fund Balance</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	

### Budget Analysis:

During FY 2003-04 and FY 2004-05, resources were collected from a rate charged to departments based on payroll and subsequent interest earnings. The rate for this two-year period was 6.02% of payroll. These funds were used to subsidize rate increases during FY's 2011-13. The remaining funds are available to offset future PERS expenses.

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

The beginning fund balance for FY 2022-23 is \$336,450 and is expected to remain in this fund until the County's next PERS investment.

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This fund provides for the reservation of resources transferred from the General Fund. The Revenue Stabilization Fund combined with the General Fund Contingency, and fund balance in the Strategic Investment Program Fund comprises the General Fund reserve.

1. **Revenue Stabilization (105-166005):** The fund balance in this fund is considered the General Fund Reserve and is a portion of the General Fund's fund balance for the fund balance target calculation.

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
Revenue Stabilization	\$ 11,615,588	11,615,588	11,615,582	(6)	0%
<b>Total</b>	<b>11,615,588</b>	<b>11,615,588</b>	<b>11,615,582</b>	<b>(6)</b>	
<b>by category</b>					
Contingency	11,615,588	11,615,588	11,615,582	(6)	0%
<b>Total Expenditures</b>	<b>11,615,588</b>	<b>11,615,588</b>	<b>11,615,582</b>	<b>(6)</b>	<b>0%</b>
	<b>Revenues under Expenditures</b>	<b>(11,615,588)</b>	<b>(11,615,582)</b>	<b>6</b>	<b>0%</b>
Beginning Fund Balance	11,615,588	11,615,588	11,615,582	(6)	0%
<b>Ending Fund Balance \$</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	

**Budget Analysis:**

The resources in this fund have been set aside to provide financial stability for the General Fund over the long-term. The Revenue Stabilization Fund, combined with the ending fund balance in the Strategic Investment Program Fund, the General Fund Contingency and the projected savings from the general fund department's proposed budgets, make up the total of general fund projected fund balance. The County's Fund Balance Targets and Reserve Policy directs the County to maintain a fund balance at 15% as a minimum, with a goal of 20% of net General Fund revenues. Net General Fund revenues exclude the property taxes dedicated to the Major Streets Transportation Improvement Program (MSTIP) and Washington County Cooperative Library Services (WCCLS) funds. The reserve amount maintained in this fund represents approximately 5% of Net General Fund revenues.

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# Animal Services Gifts & Donations 154-7095

# Budget Detail

This fund accounts for financial contributions from private donors to support current operations and future capital improvements of the Animal Services program and animal shelter.

- Animal Services Gifts & Donations (154-709505):** Provides financial activities related to accounting for gifts and donations provided by private donors.

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
Animal Services Gifts & Donations	\$ 1,550,824	1,550,824	1,621,241	70,417	5%
<b>Total</b>	<b>1,550,824</b>	<b>1,550,824</b>	<b>1,621,241</b>	<b>70,417</b>	
<b>by category</b>					
Intergovernmental	443,368	443,368	599,316	155,948	35%
Miscellaneous	341,000	341,000	240,000	(101,000)	-30%
<b>Total Revenues</b>	<b>784,368</b>	<b>784,368</b>	<b>839,316</b>	<b>54,948</b>	<b>7%</b>
Materials & Services	443,368	443,368	599,316	155,948	35%
Operating Transfers Out	300,000	300,000	240,000	(60,000)	-20%
<b>subtotal</b>	<b>743,368</b>	<b>743,368</b>	<b>839,316</b>	<b>95,948</b>	<b>13%</b>
Contingency	807,456	807,456	781,925	(25,531)	-3%
<b>Total Expenditures</b>	<b>1,550,824</b>	<b>1,550,824</b>	<b>1,621,241</b>	<b>70,417</b>	<b>5%</b>
<b>Revenues under Expenditures</b>	<b>(766,456)</b>	<b>(766,456)</b>	<b>(781,925)</b>	<b>(15,469)</b>	<b>2%</b>
Beginning Fund Balance	766,456	766,456	781,925	15,469	2%
<b>Ending Fund Balance \$</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	

## Budget Analysis:

Revenues increase \$54,948 (7%). Expenditures, excluding Contingency, increase \$95,948 (13%). Contingency decreases \$25,531 (3%). Beginning fund balance increases \$15,469 (2%).

Revenues increase due to significant carryforward from fiscal year 2021-22. FY 2021-22 was the first-year smaller miscellaneous gifts and donations were recorded as revenue in the Animal Services Gifts and Donations budget. Prior to FY 2021-22, smaller gifts and donations were recorded in the Animal Services general operating budget. The significant carry forward from FY 2021-22 is coming from these smaller gifts and donations.

Expenditures increase in alignment with the increase in revenue and will be used to cover additional consultant and supply costs. Up to \$240,000, will be transferred to the Animal Services general operating budget to cover operating costs. This transfer will be done only on an as needed basis and will be used in alignment with donation policies. Use of all gifts and donations will be made in conformance with Animal Services donation policies and the intent of the donors.

# 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	
	2021-22	2021-22	2022-23	\$	%
Equipment Replacement	\$ 7,411,548	8,368,979	11,564,805	3,195,826	38%
<b>Total</b>	<b>7,411,548</b>	<b>8,368,979</b>	<b>11,564,805</b>	<b>3,195,826</b>	
<b>by category</b>					
Operating Transfers In	2,745,506	2,745,506	4,673,370	1,927,864	70%
<b>Total Revenues</b>	<b>2,745,506</b>	<b>2,745,506</b>	<b>4,673,370</b>	<b>1,927,864</b>	<b>70%</b>
Capital Outlay	6,150,000	7,507,431	10,303,257	2,795,826	37%
<b>subtotal</b>	<b>6,150,000</b>	<b>7,507,431</b>	<b>10,303,257</b>	<b>2,795,826</b>	<b>37%</b>
Contingency	1,261,548	861,548	1,261,548	400,000	46%
<b>Total Expenditures</b>	<b>7,411,548</b>	<b>8,368,979</b>	<b>11,564,805</b>	<b>3,195,826</b>	<b>38%</b>
	<b>Revenues under Expenditures</b>	<b>(4,666,042)</b>	<b>(5,623,473)</b>	<b>(6,891,435)</b>	<b>(1,267,962)</b> 23%
Beginning Fund Balance	4,666,042	5,623,473	6,891,435	1,267,962	23%
	<b>Ending Fund Balance \$</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>



**Budget Analysis:**

Revenues increase \$1,927,864 (70%). Expenditures, excluding Contingency, increase \$2,795,826 (37%). Contingency increases \$400,000 (46%). Beginning fund balance increases \$1,267,962 (23%).

The County's total building square footage has increased with the addition of buildings, including an event center and respite shelter. The increased square footage results in an increased need for building equipment maintenance. As a result of the additional square footage, the Building Equipment Replacement (BER) fund transfer allocation calculated through the County Cost Allocation Plan for fiscal year 2022-23 is \$1.9 million greater than the prior year allocation and will be utilized to help offset the increased need.

The Building Equipment Replacement Fund initiated some larger HVAC-related projects in FY 2021-22 that will carry forward into FY 2022-23. These, combined with new project initiatives, provide a robust schedule of HVAC maintenance at various buildings within the county portfolio, including the Law Enforcement Center/Jail, Justice Services Building, Harkins House, Community Corrections Center and the Walnut Street Center. Funding will be needed in future years to fully fund these projects. Capital outlay and contingency appropriations are greater than the prior year due to the increased cost allocation resources.

Description	Project	Total
Roof		150,000
Harkins House	150,000	
HVAC		3,835,000
Courthouse Complex Controls	50,000	
Harkins House	750,000	
Justice Services	500,000	
Law Enforcement Center/Jail	500,000	
Walnut Street Center	1,500,000	
Community Corrections Center units	300,000	
Community Corrections Center controls	100,000	
Mail & Print Services (Central Services)	75,000	
Law Enforcement Center/Jail Strion Air	30,000	
Public Services Strion Air	30,000	
Elevators		150,000
Flooring (select areas)		150,000
Emergency Generators		100,000
Uninterrupted Power Supply (UPS)		100,000
SCE Camera Replacement		50,000
<b>Total Planned Projects</b>		<b>4,535,000</b>
Contingency		1,261,548
<b>Total Budget</b>		<b>5,796,548</b>

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# ITS Systems Replacement 242-3526

# Budget Detail

This fund provides funding for systematic replacement of key information technology assets.

1. **ITS Systems Replacement (242-352605):** Provides financial activities related to funds held in reserve for technology systems replacement.

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
ITS Systems Replacement	\$ 1,327,977	1,327,977	1,377,310	49,333	4%
<b>Total</b>	<b>1,327,977</b>	<b>1,327,977</b>	<b>1,377,310</b>	<b>49,333</b>	
<b>by category</b>					
Operating Transfers In	651,514	651,514	1,350,725	699,211	107%
<b>Total Revenues</b>	<b>651,514</b>	<b>651,514</b>	<b>1,350,725</b>	<b>699,211</b>	<b>107%</b>
Operating Transfers Out	1,310,000	1,310,000	1,015,000	(295,000)	-23%
<b>subtotal</b>	<b>1,310,000</b>	<b>1,310,000</b>	<b>1,015,000</b>	<b>(295,000)</b>	<b>-23%</b>
Contingency	17,977	17,977	362,310	344,333	1,915%
<b>Total Expenditures</b>	<b>1,327,977</b>	<b>1,327,977</b>	<b>1,377,310</b>	<b>49,333</b>	<b>4%</b>
<b>Revenues under Expenditures</b>	<b>(676,463)</b>	<b>(676,463)</b>	<b>(26,585)</b>	<b>649,878</b>	<b>-96%</b>
Beginning Fund Balance	676,463	676,463	26,585	(649,878)	-96%
<b>Ending Fund Balance \$</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	

### Budget Analysis:

Revenues increase \$699,211 (107%). Expenditures, excluding Contingency, decrease \$295,000 (23%). Contingency increases \$344,333 (1,915%). Beginning fund balance decreases \$649,878 (96%).

The revenue in this fund is calculated based on the depreciation schedule of the Oracle Fixed Asset System in accordance with 2 CFR 200.436 and is charged through the County Cost Allocation Plan. Projects are budgeted in the Information Technology Services (ITS) Capital Projects fund (Fund 354), and this System Replacement Fund provides the financial resources for these projects through inter-fund transfers.

# 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	
	2021-22	2021-22	2022-23	\$	%
Fleet Replacement	\$ 20,891,434	20,891,434	24,226,982	3,335,548	16%
<b>Total</b>	<b>20,891,434</b>	<b>20,891,434</b>	<b>24,226,982</b>	<b>3,335,548</b>	
<b>by category</b>					
Charges for Services	5,071,769	5,071,769	6,169,523	1,097,754	22%
Miscellaneous	331,700	331,700	419,100	87,400	26%
<b>Total Revenues</b>	<b>5,403,469</b>	<b>5,403,469</b>	<b>6,588,623</b>	<b>1,185,154</b>	<b>22%</b>
Materials & Services	1,813,200	1,813,200	1,559,700	(253,500)	-14%
Interdepartmental	656,841	656,841	668,229	11,388	2%
Capital Outlay	3,596,100	3,596,100	6,200,843	2,604,743	72%
<b>subtotal</b>	<b>6,066,141</b>	<b>6,066,141</b>	<b>8,428,772</b>	<b>2,362,631</b>	<b>39%</b>
Contingency	14,825,293	14,825,293	15,798,210	972,917	7%
<b>Total Expenditures</b>	<b>20,891,434</b>	<b>20,891,434</b>	<b>24,226,982</b>	<b>3,335,548</b>	<b>16%</b>
<b>Revenues under Expenditures</b>	<b>(15,487,965)</b>	<b>(15,487,965)</b>	<b>(17,638,359)</b>	<b>(2,150,394)</b>	<b>14%</b>
Beginning Fund Balance	15,487,965	15,487,965	17,638,359	2,150,394	14%
<b>Ending Fund Balance \$</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	

### Budget Analysis:

Revenues increase \$1,185,154 (22%). Expenditures, excluding Contingency, increase \$2,362,631 (39%). Contingency increases \$972,917 (7%). Beginning fund balance increases \$2,150,394 (14%).

Contingency increases and is available to fund future replacements of the County Fleet. The activity level in this fund typically fluctuates from year to year due to variations in the replacement cycles of the vehicles and equipment represented in the fund, and 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, are detailed in the table.

Type	Quantity	Department	General Fund	Special Fund	Fleet Fund	Total
<b>Planned Vehicle Replacements FY 2022-23:</b>						
Backhoe	1	LUT OPS-Drainage			140,500	140,500
Excavator	1	LUT OPS-Drainage			364,500	364,500
Loader	1	LUT OPS-Drainage			175,500	175,500
ATV	1	SO Patrol GF			24,500	24,500
Minivan-Cargo	2	1-ITS, 1-Motor Pool			62,900	62,900
SUV Patrol	30	16-SO Patrol GF, 9- SO ESPD, 5-SO Patrol LOL	63,500	640,500	1,349,500	2,053,500
SUV Sheriff's Office	8	1-SO Exec Admin GF, 4-Investigations GF, 3-SO Investigations LOL	15,000		326,000	341,000
SUV	2	2-LUT Bldg Insp			58,000	58,000
Rollers	3	2-LUT OPS Road, 1-LUT OPS Drainage			303,000	303,000
Pickups	4	1-LUT Eng Traffic, 1-LUT OPS Eng, 1-LUT Eng Survey, 1-Motor Pool			136,700	136,700
Trailers	6	1-SO Patrol GF, 1-LUT OPS Road, 1-LUT OPS Vegetation, 1-LUT OPS Bridge, 1-LUT OPS Drainage, 1-LUT OPS Landscape	50,000		177,500	227,500
Truck Heavy	12	2-LUT OPS Road, 2-LUT OPS Traffic, 3-LUT OPS Vegetation, 3-LUT OPS Bridge, 1-LUT OPS Drainage, 1-LUT Engineering			1,436,500	1,436,500
Van	6	1-Coop Library, 1-SO Forensics, 1-SO Jail, 2-Facilities, 1-Motor Pool		30,000	339,900	369,900
Unplanned Vehicle & Equipment Replacements & Additions					500,000	500,000
<b>Subtotal - Replacements</b>			<b>\$ 128,500</b>	<b>\$ 670,500</b>	<b>\$ 5,395,000</b>	<b>\$ 6,194,000</b>
<b>Proposed Fleet Vehicle Additions:</b>						
Hook Lift	1	LUT OPS Vegetation FY21-22 rebudgeted		130,000		130,000
Passenger Van	1	Community Corrections FY21-22 rebudgeted		35,500		35,500
Herbicide Tank/Trlr	1	LUT OPS Vegetation FY21-22 rebudgeted		15,700		15,700
Snow Plow	1	Facilities FY21-22 rebudgeted	10,500			10,500
SUV Patrol	1	Jail Admin FY21-22 rebudgeted	62,000			62,000
Pickups	4	1-LUT OPS Road, 2-LUT OPS Eng, 1-LUT OPS Veg		249,000		249,000
Tractors	2	1-Metzger Park, 1-LUT OPS Vegetations		215,443		215,443
Bucket Truck	1	LUT OPS Traffic Eng		189,500		189,500
Transit Van	1	HHS DECAP Department CUT	90,000			90,000
Van	1	Facilities Department CUT	50,000			50,000
Lenco Bear	1	SO Patrol Department CUT	415,500			415,500
SUV	1	Facilities Parks Department CUT	28,700			28,700
						-
<b>Subtotal - Additions</b>			<b>\$ 656,700</b>	<b>\$ 835,143</b>	<b>\$ -</b>	<b>\$ 1,491,843</b>
<b>Totals</b>			<b>\$ 785,200</b>	<b>\$ 1,505,643</b>	<b>\$ 5,395,000</b>	<b>\$ 7,685,843</b>

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# General Fund Transfers 100-1670

# Budget Detail

This fund accounts for transfers to special funds such as Community Corrections, Human Services, Aging Services, Debt Service and Capital Projects. The fund also receives all of the discretionary revenues available for allocation by the Board of Commissioners including property taxes, interest earnings, indirect cost charge receipts, liquor and cigarette tax distributions and timber receipts.

- General Fund Transfers (100-167005):** Provides financial accounting for internal fund transfers and discretionary revenue receipts.

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
General Fund Transfers	\$ 96,752,620	99,519,981	91,063,419	(8,456,562)	-8%
<b>Total</b>	<b>96,752,620</b>	<b>99,519,981</b>	<b>91,063,419</b>	<b>(8,456,562)</b>	
<b>by category</b>					
Taxes	170,987,015	170,987,015	186,013,659	15,026,644	9%
Licenses & Permits	1,650,600	1,650,600	1,623,000	(27,600)	-2%
Intergovernmental	5,612,487	5,612,487	6,438,238	825,751	15%
Charges for Services	4,000,000	4,000,000	4,500,000	500,000	13%
Fines & Forfeitures	700,000	700,000	830,000	130,000	19%
Miscellaneous	1,854,667	1,854,667	3,088,962	1,234,295	67%
Operating Transfers In	66,973,257	66,973,257	62,994,317	(3,978,940)	-6%
<b>Total Revenues</b>	<b>251,778,026</b>	<b>251,778,026</b>	<b>265,488,176</b>	<b>13,710,150</b>	<b>5%</b>
Operating Transfers Out	96,752,620	99,519,981	91,063,419	(8,456,562)	-8%
<b>subtotal</b>	<b>96,752,620</b>	<b>99,519,981</b>	<b>91,063,419</b>	<b>(8,456,562)</b>	<b>-8%</b>
Contingency	-	-	-	-	0%
<b>Total Expenditures</b>	<b>96,752,620</b>	<b>99,519,981</b>	<b>91,063,419</b>	<b>(8,456,562)</b>	<b>-8%</b>
<b>Revenues over Expenditures</b>	<b>155,025,406</b>	<b>152,258,045</b>	<b>174,424,757</b>	<b>22,166,712</b>	<b>15%</b>
Resources allocated to other units	(176,337,577)	(186,570,216)	(208,524,757)	(21,954,541)	12%
Beginning Fund Balance	21,312,171	34,312,171	34,100,000	(212,171)	-1%
<b>Ending Fund Balance \$</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	

**Budget Analysis:**

Revenues increase \$13,710,150 (5%). Expenditures decrease \$8,456,562 (8%). Beginning fund balance decreases \$212,171 (1%).

Revenues increase due primarily to the following:

- Taxes – A projected increase as a result of normal increases in assessed values and construction of new homes; additionally Transient Lodging Taxes are recovering as a result of COVID-19 restrictions being lifted;
- Recording fees continue to increase as more property transactions occur;
- Miscellaneous revenues continue to be impacted by the reduction in interest earnings due to lower interest rates;
- Operating Transfers In – Decreases are related primarily to the repayment of the start-up loan to the Supportive Housing Revenue Fund; and a reduction in the transfer from the Strategic Investment Program. The Strategic Investment Program (SIP) revenue is considered discretionary (part of General Fund) and the transfer provides additional funding support to General Fund operations.

Expenditures decrease due entirely to decreases as noted in the Operating Transfers Out table shown below.



# General Fund Transfers 100-1670

# Budget Detail

Operating Transfers Out decrease \$8,456,562 (-8%) and are comprised of:

General Fund Transfer To	2021-22 Modified	2022-23 Proposed	\$ Change	% Change
Children and Family Services	\$ 206,260	\$ 206,260	\$ -	0%
Road Fund	108,275	-	(108,275)	-100%
Development Services	25,000	25,000	-	0%
Community Corrections	4,607,836	5,290,575	682,739	15%
Court Security Fund	209,200	209,200	-	0%
Community Development Block Grant	307,500	327,847	20,347	7%
Transfer to the Housing Production Opportunity Fund (moved from GF subsidy)	4,000,000	-	(4,000,000)	-100%
Metro Affordable Housing Bond	-	339,561	339,561	0%
Behavioral Health - Previously Human Services	1,827,470	1,893,470	66,000	4%
Aging Services	349,773	352,429	2,656	1%
Survey	72,945	72,945	-	0%
Miscellaneous Debt Service	5,221,217	5,373,124	151,907	3%
2016 FF&C General Facilities Capital Projects	1,426,171	1,426,171	-	0%
Housing Services	1,397,540	1,001,800	(395,740)	-28%
Information Services Capital Acquisition	2,258,191	-	(2,258,191)	-100%
General Capital Projects	3,000,000	-	(3,000,000)	-100%
Metzger Park LID	76,532	-	(76,532)	-100%
Mental Health Crisis Services	400,000	400,000	-	0%
WCCCA - Construction Project Loan	600,000	600,000	-	0%
COVID-19 CARES Act Fund	2,709,690	-	(2,709,690)	-100%
<b>Transfers Net of MSTIP &amp; WCCLS Allocations</b>	<b>28,803,600</b>	<b>17,518,382</b>	<b>(11,285,218)</b>	<b>-39%</b>
MSTIP Portion of the 2016B FF&C	12,973,786	15,209,652	2,235,866	17%
Major Streets Transportation Program (MSTIP)	34,599,903	34,266,985	(332,918)	-1%
<b>Subtotal MSTIP Allocation</b>	<b>47,573,689</b>	<b>49,476,637</b>	<b>1,902,948</b>	<b>4%</b>
Washington County Cooperative Library Services (WCCLS)	23,142,692	24,068,400	925,708	4%
<b>Subtotal MSTIP &amp; WCCLS Allocations</b>	<b>70,716,381</b>	<b>73,545,037</b>	<b>2,828,656</b>	<b>4%</b>
<b>Totals</b>	<b>\$ 99,519,981</b>	<b>\$ 91,063,419</b>	<b>\$ (8,456,562)</b>	<b>-8%</b>

# 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 which are used to support economic development activities within Washington County.

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
Lottery	\$ 3,000,000	3,000,000	3,223,760	223,760	7%
<b>Total</b>	<b>3,000,000</b>	<b>3,000,000</b>	<b>3,223,760</b>	<b>223,760</b>	
<b>by category</b>					
Intergovernmental	3,000,000	3,000,000	3,223,760	223,760	7%
<b>Total Revenues</b>	<b>3,000,000</b>	<b>3,000,000</b>	<b>3,223,760</b>	<b>223,760</b>	<b>7%</b>
Materials & Services	60,996	60,996	346,355	285,359	468%
Other	361,616	361,616	271,589	(90,027)	-25%
Operating Transfers Out	2,577,388	2,577,388	2,605,816	28,428	1%
<b>subtotal</b>	<b>3,000,000</b>	<b>3,000,000</b>	<b>3,223,760</b>	<b>223,760</b>	<b>7%</b>
Contingency	-	-	-	-	0%
<b>Total Expenditures</b>	<b>3,000,000</b>	<b>3,000,000</b>	<b>3,223,760</b>	<b>223,760</b>	<b>7%</b>
<b>Revenues under Expenditures</b>	-	-	-	-	<b>0%</b>
Beginning Fund Balance	-	-	-	-	0%
<b>Ending Fund Balance \$</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	

**Budget Analysis:**

Revenues increase \$223,760 (7%). Expenditures increase \$223,760 (7%).

Revenues are increasing based on current projections included in the Oregon State Revenue Forecast and recent experience and actual receipts.

Materials and Services increase to account for special projects that are under development by the County's Economic Development Manager and included in the Board approved work plan. This includes increases in community organization dues and memberships, events and sponsorships (industry and workforce tradeshow, sponsored partner events and meetings), Other Materials & Services increase to allow for flexibility in unidentified expenditures as needed for other opportunities related to economic development.

Other expenditures are reduced \$90,027 as the net of the increase in Five Oakes Museum contribution and the reduction of the support for the Salmonberry Trail Development which had a onetime contribution of \$100,000 in fiscal year 2021-22.

Transfers to Other Funds increases 3% for costs associated with Long Range Planning support and the increased cost of the General Fund Economic Development Program.

	FY 2021-22 Modified	FY 2022-23 Requested	Difference
Lottery Revenue	\$ 3,000,000	3,223,760	223,760
<b>Other Economic Development Organizations:</b>			
Greater Portland Inc.	25,000	25,000	-
PSU Institute of Metropolitan Studies	6,000	6,000	-
Total Dues and Memberships (see table)	16,850	44,855	28,005
<b>Other Organizations:</b>			
Five Oakes Museum	221,616	231,589	9,973
SOLVE - Clean and Green Sponsorship	7,000	7,000	-
Salmon Berry Trail 2nd year of a 3 year commitment	140,000	40,000	(100,000)
Tuesday Market Sponsorship	3,500	3,500	-
Resource Assistance for Rural Environments (RARE) student project (University of Oregon) and other university partnerships		25,000	25,000
Other events and sponsorships i.e., procurement tradeshow, sponsored partner, meetings		25,000	25,000
<b>County Organizations:</b>			
Community Engagement	350,000	350,000	-
Economic Development Program (County)	417,496	628,547	211,051
Land Use & Transportation Long Range Planning Division	1,500,000	1,518,069	18,069
Land Use & Transportation Land Development Division for Code Enforcement	299,200	299,200	-
Miscellaneous expenses for community events i.e., County Fair	10,692	10,000	(692)
Miscellaneous other expenditures	2,646	10,000	7,354
Total Expenditures	3,000,000	3,223,760	223,760
<b>Ending Balance</b>	\$ -	-	-

Lottery Program Dues and Memberships			
	FY 2021-22 Modified	FY 2022-23 Requested	Difference
<b>Other Economic Development Organizations:</b>			
Westside Economic Alliance	8,650	10,000	1,350
Aloha Business Association	500	500	-
Portland Business Alliance	200	200	-
Portland Business Development Group (PBDG)		3,500	3,500
Oregon Association of Minority Entrepreneurs (OAME)		2,500	2,500
National Association of Minority Contractors (NMAC-OR)		3,000	3,000
Latino Built		2,500	2,500
Associated General Contractors (AGC)		1,380	1,380
Business Diversity Institute (BDI)		3,000	3,000
Columbia Chapter of National Institute of Governmental Purchasing (NIGP)		100	100
Best HQ		2,500	2,500
Hispanic Metropolitan Chamber		500	500
Philippine American Chamber of Commerce Oregon (PACCO)		600	600
Oregon Pride in Business (OPIB)		750	750
Asian Pacific American Chamber of Commerce (APACC)		200	200
Oregon Native American Chamber		625	625
Raleigh Hills Business Association		500	500
Other dues and memberships		5,000	5,000
COLPAC	2,500	2,500	-
Chambers of Commerce			
Banks	500	500	-
Beaverton	500	500	-
Cornelius	500	500	-
Forest Grove	500	500	-
Hillsboro	500	500	-
North Plains	500	500	-
Sherwood	500	500	-
Tigard	500	500	-
Tualatin	500	500	-
Wilsonville	500	500	-
<b>Total Expenditures</b>	<b>16,850</b>	<b>44,855</b>	<b>28,005</b>

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	
	2021-22	2021-22	2022-23	\$	%
2006 Genentech	\$ 647,392	647,392	647,392	-	0%
2005 Intel	20,699,008	20,699,008	20,699,008	-	0%
2014A Intel	21,653,600	21,653,600	15,653,600	(6,000,000)	-28%
SIP Administration	11,300,539	11,300,539	23,889,701	12,589,162	111%
<b>Total</b>	<b>54,300,539</b>	<b>54,300,539</b>	<b>60,889,701</b>	<b>6,589,162</b>	<b>12%</b>
<b>by category</b>					
Charges for Services	39,592,964	39,592,964	39,592,964	-	0%
<b>Total Revenues</b>	<b>39,592,964</b>	<b>39,592,964</b>	<b>39,592,964</b>	<b>-</b>	<b>0%</b>
Operating Transfers Out	43,000,000	53,000,000	40,000,000	(13,000,000)	-25%
<b>subtotal</b>	<b>43,000,000</b>	<b>53,000,000</b>	<b>40,000,000</b>	<b>(13,000,000)</b>	<b>-25%</b>
Contingency	11,300,539	1,300,539	20,889,701	19,589,162	1,506%
<b>Total Expenditures</b>	<b>54,300,539</b>	<b>54,300,539</b>	<b>60,889,701</b>	<b>6,589,162</b>	<b>12%</b>
<b>Revenues under Expenditures</b>	<b>(14,707,575)</b>	<b>(14,707,575)</b>	<b>(21,296,737)</b>	<b>(6,589,162)</b>	<b>45%</b>
Beginning Fund Balance	14,707,575	14,707,575	21,296,737	6,589,162	45%
<b>Ending Fund Balance \$</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	

## Budget Analysis:

Expenditures, excluding Contingency, decrease \$13,000,000 (25%). Contingency increases \$19,589,162 (1,506%). Beginning fund balance increases \$6,589,162 (45%).

Strategic Investment Program (SIP) revenues are discretionary and considered part of the General Fund. Revenues increase due to new projections in value.

Expenditures decrease due to a onetime transfer to the Supportive Housing Services Fund in fiscal year 2021-22 and the transfer to support General Fund operations.

Contingency is the projected ending fund balance and is considered a portion of the General Fund's fund balance for the fund balance target 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 prioritized by the Board for the Event Center and future Facilities capital projects. In 2016-17 the County issued Full Faith & Credit obligations backed by the future receipt of Gain Share revenue from the state through 2024. These future Gain Share monies will be transferred to the Miscellaneous Debt Service fund.

In fiscal year 2017-18 the Gain Share program was separated from the previous SIP and Gain Share Fund and set up as its own fund - Gain Share Fund with one program to account for payments made in accordance with the Board approved spending plan.

1. **Gain Share (205-164025):** The program accounts for all proceeds and payments related to Gain Share.

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
Gain Share	\$ 11,856,574	11,856,574	10,094,029	(1,762,545)	-15%
<b>Total</b>	<b>11,856,574</b>	<b>11,856,574</b>	<b>10,094,029</b>	<b>(1,762,545)</b>	
<b>by category</b>					
Intergovernmental	9,200,000	9,200,000	9,200,000	-	0%
Miscellaneous	12,000	12,000	12,000	-	0%
<b>Total Revenues</b>	<b>9,212,000</b>	<b>9,212,000</b>	<b>9,212,000</b>	<b>-</b>	<b>0%</b>
Operating Transfers Out	8,572,222	11,072,222	8,572,222	(2,500,000)	-23%
<b>subtotal</b>	<b>8,572,222</b>	<b>11,072,222</b>	<b>8,572,222</b>	<b>(2,500,000)</b>	<b>-23%</b>
Contingency	3,284,352	784,352	1,521,807	737,455	94%
<b>Total Expenditures</b>	<b>11,856,574</b>	<b>11,856,574</b>	<b>10,094,029</b>	<b>(1,762,545)</b>	<b>-15%</b>
<b>Revenues under Expenditures</b>	<b>(2,644,574)</b>	<b>(2,644,574)</b>	<b>(882,029)</b>	<b>1,762,545</b>	<b>-67%</b>
Beginning Fund Balance	2,644,574	2,644,574	882,029	(1,762,545)	-67%
<b>Ending Fund Balance \$</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	

**Budget Analysis:**

Expenditures, excluding Contingency, decrease \$2,500,000 (23%). Contingency increases \$737,455 (94%).  
 Beginning fund balance decreases \$1,762,545 (67%).

Revenue stays flat.

Expenditures decrease primarily because there are no one-time transfers in this year's budget. Transfers to the Information Services Capital Fund and the Road Capital Fund are unchanged at \$1 million and \$2.6 million, respectively.

The beginning fund balance for FY 2022-23 is expected to be \$882,029.

Descriptions	\$ Amount
Beginning Fund Balance	882,029
Gain Share Revenue	9,212,000
Interest Earnings	12,000
<b>Total Resources</b>	<b>10,106,029</b>
Operating Transfers Out:	8,572,222
Road Capital Projects Fund	2,600,000
Facilities Debt Service	4,972,222
Information Services Capital Acquisition Fund	1,000,000
Contingency	1,521,807
<b>Total Expenditures</b>	<b>\$ 10,094,029</b>



# 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	
	2021-22	2021-22	2022-23	\$	%
Indirect Cost Recovery	\$ 33,748,954	33,748,954	38,233,332	4,484,378	13%
<b>Total</b>	<b>33,748,954</b>	<b>33,748,954</b>	<b>38,233,332</b>	<b>4,484,378</b>	
<b>by category</b>					
Intergovernmental	145,681	145,681	-	(145,681)	-100%
Interdepartmental	33,603,273	33,603,273	38,233,332	4,630,059	14%
<b>Total Revenues</b>	<b>33,748,954</b>	<b>33,748,954</b>	<b>38,233,332</b>	<b>4,484,378</b>	<b>13%</b>
Materials & Services	7,707,722	7,707,722	9,406,372	1,698,650	22%
Operating Transfers Out	26,041,232	26,041,232	28,826,960	2,785,728	11%
<b>subtotal</b>	<b>33,748,954</b>	<b>33,748,954</b>	<b>38,233,332</b>	<b>4,484,378</b>	<b>13%</b>
Contingency	-	-	-	-	0%
<b>Total Expenditures</b>	<b>33,748,954</b>	<b>33,748,954</b>	<b>38,233,332</b>	<b>4,484,378</b>	<b>13%</b>
<b>Revenues under Expenditures</b>					
	-	-	-	-	0%
Beginning Fund Balance	-	-	-	-	0%
<b>Ending Fund Balance \$</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	

### Budget Analysis:

Revenues increase \$4,484,378 (13%). Expenditures increase \$4,484,378 (13%).

Revenues in this fund consist of resources collected from the County Cost Allocation Plan. The expenditures in this fund represents the transfers to various service providing organizational units based on the Cost Allocation Plan.

Revenues and expenditures increase as a result of increased Cost Allocation Plan charges. The increases in charges are due primarily to the following increases in the fiscal year 2021-22 adopted budget (which is used to calculate the FY 2022-23 Cost Allocation Plan): 1) staff increases in various general government offices and departments; 2) significant investments in hardware, network/security infrastructure, mobility tools, desk top applications and major software conversions; 3) various salary/market adjustments for all non-represented employees.



# Service Districts

Enhanced Sheriff's Patrol District (ESPD) .....210-1680  
Urban Road Maintenance District (URMD) .....214-6080  
North Bethany County Service District for Roads .....215-6085  
Service District for Lighting No. 1 (SDL No. 1) .....434-6090

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# SERVICE DISTRICTS

# BUDGET OVERVIEW

Special district governments provide specific services that are not being supplied by existing general purpose governments. Most perform a single function, but in some instances, their enabling legislation allows them to provide several, usually related services.

Organization Unit	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
Enhanced Sheriff's Patrol District	\$ 48,038,648	48,038,648	49,035,482	996,834	2%
Urban Road Maintenance District	17,380,038	17,380,038	15,004,590	(2,375,448)	-14%
North Bethany County Service District for Roads	14,349,890	14,349,890	18,997,983	4,648,093	32%
Service District for Lighting No. 1	\$ 3,087,825	3,087,825	3,063,226	(24,599)	-1%

# Enhanced Sheriff's Patrol District (ESPD) 210-1680

# Budget Detail

Enhanced Sheriff's Patrol District (ESPD) is a separate government jurisdiction. The ESPD voters passed a local option levy in May of 2017. The current rate-based levy of \$0.68 cents per \$1,000 of assessed value, when combined with the District's permanent rate of \$0.6365 cents per \$1,000 of assessed value, provides \$1.32 per \$1,000 of assessed value to fund enhanced law enforcement patrol activity in the District.

1. **Enhanced Sheriff's Patrol District (210-168005):** This organization unit exists for the purpose of housing property tax revenues for the District and to disperse funds for ESPD operations.
2. **Public Outreach (210-168010):** This program tracks all costs related to providing information to the public in preparation of an election.

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
Enhanced Sheriff's Patrol District	\$ 47,920,955	47,920,955	48,917,789	996,834	2%
Public Outreach	117,693	117,693	117,693	-	0%
<b>Total</b>	<b>48,038,648</b>	<b>48,038,648</b>	<b>49,035,482</b>	<b>996,834</b>	<b>2%</b>
<b>by category</b>					
Taxes	30,648,659	30,648,659	32,315,785	1,667,126	5%
Intergovernmental	78,874	78,874	78,874	-	0%
Charges for Services	19,969	19,969	20,326	357	2%
<b>Total Revenues</b>	<b>30,747,502</b>	<b>30,747,502</b>	<b>32,414,985</b>	<b>1,667,483</b>	<b>5%</b>
Materials & Services	33,988,648	33,988,648	34,205,028	216,380	1%
<b>subtotal</b>	<b>33,988,648</b>	<b>33,988,648</b>	<b>34,205,028</b>	<b>216,380</b>	<b>1%</b>
Contingency	14,050,000	14,050,000	14,830,454	780,454	6%
<b>Total Expenditures</b>	<b>48,038,648</b>	<b>48,038,648</b>	<b>49,035,482</b>	<b>996,834</b>	<b>2%</b>
<b>Revenues under Expenditures</b>	<b>(17,291,146)</b>	<b>(17,291,146)</b>	<b>(16,620,497)</b>	<b>670,649</b>	<b>-4%</b>
Beginning Fund Balance	17,291,146	17,291,146	16,620,497	(670,649)	-4%
<b>Ending Fund Balance</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	

***Budget Analysis:***

Revenues increase \$1,667,483 (5%). Expenditures, excluding Contingency, increase \$216,380 (1%). Contingency increases \$780,454 (6%). Beginning fund balance decreases \$670,649 (4%).

Revenues increase due to increasing assessed value and standard growth estimates.

Materials & Services increase for funds transferred to District Patrol to support law enforcement services in the Enhanced Sheriff's Patrol District. While Personnel Services decreases due to reduction of staff commensurate with the population reduction reflected in the results of the 2020 Census, personnel costs increase due primarily to salaries, retirement costs and health benefit

Materials and Services increase due to a combination of changes that are detailed in the District Patrol (182-4020) budget. The County Cost Allocation Plan increases for this fund and are offset by reductions in technology upgrades. Vehicles increase due to the standard vehicle replacement schedule.

Beginning fund balance decreases due primarily to increased costs during fiscal year 2021-22 related to charges for Toughbook computer replacements and the purchase of body worn cameras.

Contingency is available for cash flow between July and November tax receipts for unanticipated future needs and 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 manages property tax revenues for the District and the expenditure of funds for URMD maintenance and operations including bike and pedestrian (safety) projects and other improvement projects within the district.
2. **URMD Pedestrian and Biking Improvements (214-608010):** This program includes funds for planned public safety improvements on roads within the district.

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
Urban Road Maintenance Improvement District	\$ 12,436,613	12,320,613	7,871,433	(4,449,180)	-36%
URMD Pedestrian and Biking Improvements	4,943,425	5,059,425	7,133,157	2,073,732	41%
<b>Total</b>	<b>17,380,038</b>	<b>17,380,038</b>	<b>15,004,590</b>	<b>(2,375,448)</b>	<b>-14%</b>
<b>by category</b>					
Taxes	5,735,600	5,735,600	5,835,711	100,111	2%
Intergovernmental	14,714	14,714	14,714	-	0%
Charges for Services	3,725	3,725	3,725	-	0%
Operating Transfers In	700,000	700,000	-	(700,000)	-100%
<b>Total Revenues</b>	<b>6,454,039</b>	<b>6,454,039</b>	<b>5,854,150</b>	<b>(599,889)</b>	<b>-9%</b>
Materials & Services	7,346,100	8,282,100	8,126,367	(155,733)	-2%
Interdepartmental	1,621,227	1,946,227	2,191,155	244,928	13%
Operating Transfers Out	26,974	335,974	536,883	200,909	60%
Capital Outlay	104,000	104,000	207,500	103,500	100%
<b>subtotal</b>	<b>9,098,301</b>	<b>10,668,301</b>	<b>11,061,905</b>	<b>393,604</b>	<b>4%</b>
Contingency	8,281,737	6,711,737	3,942,685	(2,769,052)	-41%
<b>Total Expenditures</b>	<b>17,380,038</b>	<b>17,380,038</b>	<b>15,004,590</b>	<b>(2,375,448)</b>	<b>-14%</b>
<b>Revenues under Expenditures</b>	<b>(10,925,999)</b>	<b>(10,925,999)</b>	<b>(9,150,440)</b>	<b>1,775,559</b>	<b>-16%</b>
Beginning Fund Balance	10,925,999	10,925,999	9,150,440	(1,775,559)	-16%
<b>Ending Fund Balance</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	

***Budget Analysis:***

Revenues decrease \$599,889 (9%). Expenditures, excluding Contingency, increase \$393,604 (4%). Contingency decreases \$2,769,052 (41%). Beginning fund balance decreases \$1,775,559 (16%).

Property tax revenues for the Urban Road Maintenance District (URMD) are increasing at normal rates, overall revenues for URMD are decreasing due to the end of Transfers from Road Capital Projects Fund. These transfers were in support of specific projects that have been completed.

This fund allows URMD to reimburse Operations Engineering/Maintenance and Capital Project Services staff for the work they perform within the URMD as well as for service requests.

Expenditures increase for projects including work for the Americans with Disabilities Act (ADA) curb ramp improvements and other Pedestrian & Bike (Ped/Bike) Safety Improvements to be delivered in the new year. Contingency decreases allow for the use of funds to deliver projects identified by the URMD Advisory Committee (URMDAC) including those mentioned earlier for ADA and Ped/Bike improvements. Contingency balance will increase in fiscal year 2023-24.

No personnel are housed in this budget, so it has no increase or decrease in full-time equivalents. However, engineers, project managers, surveyors, and others in Operations and Capital Project Management support the work of various URMD and URMD Ped/Bike projects, and the time they code to those projects will appear in this budgets.



North Bethany County  
 Service District for Roads 215-6085

Budget Detail

The North Bethany County Service District for Roads (North Bethany CSDR) was approved by voters in the May 2011 election. The District has an authorized permanent property tax rate of up to \$1.25 per \$1,000 assessed value to pay for a portion of the cost to construct roads to serve the North Bethany area. Additional funding is anticipated to come from a developer-paid supplemental system development charge, developer-paid transportation development taxes, and other transportation funds.

- North Bethany County Service District (215-608505):** This organization unit exists for the purpose of managing property tax revenues for the District and to expend funds for road construction activities.

Program Description	Adopted	Modified	Proposed	Change	
	2021-22	2021-22	2022-23	\$	%
North Bethany County Service District	\$ 14,349,890	14,349,890	18,997,983	4,648,093	32%
<b>Total</b>	<b>14,349,890</b>	<b>14,349,890</b>	<b>18,997,983</b>	<b>4,648,093</b>	
<b>by category</b>					
Taxes	894,000	894,000	980,792	86,792	10%
Operating Transfers In	2,643,402	2,643,402	3,244,308	600,906	23%
<b>Total Revenues</b>	<b>3,537,402</b>	<b>3,537,402</b>	<b>4,225,100</b>	<b>687,698</b>	<b>19%</b>
Materials & Services	13,964,222	13,964,222	18,034,168	4,069,946	29%
Interdepartmental	155,091	155,091	231,370	76,279	49%
Operating Transfers Out	30,577	30,577	57,445	26,868	88%
Capital Outlay	200,000	200,000	675,000	475,000	238%
<b>subtotal</b>	<b>14,349,890</b>	<b>14,349,890</b>	<b>18,997,983</b>	<b>4,648,093</b>	<b>32%</b>
Contingency	-	-	-	-	0%
<b>Total Expenditures</b>	<b>14,349,890</b>	<b>14,349,890</b>	<b>18,997,983</b>	<b>4,648,093</b>	<b>32%</b>
<b>Revenues under Expenditures</b>	<b>(10,812,488)</b>	<b>(10,812,488)</b>	<b>(14,772,883)</b>	<b>(3,960,395)</b>	<b>37%</b>
Beginning Fund Balance	10,812,488	10,812,488	14,772,883	3,960,395	37%
<b>Ending Fund Balance</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	

***Budget Analysis:***

Revenues increase \$687,698 (19%). Expenditures increase \$4,648,093 (32%). Beginning fund balance increases \$3,960,395 (37%).

Current property tax revenue is projected to increase based on the fiscal year 2022-23 Summary of Assessment and Tax Roll as new development continues within the District.

Operating Transfers In from the North Bethany System Development Charge Fund and from the Transportation Development Tax Fund are appropriately adjusted to assist with continued construction of Project #100365 - Springville Road (Kaiser to Joss) as well as design and construction work to continue on Project #100461 - Springville Road (Joss to Portland Community College (PCC) entrance) and to provide flexibility in addressing future priority transportation projects within North Bethany. An additional \$800,000 is budgeted for interim pedestrian improvements on Kaiser Road north of Springville Road and \$5,600,000 for design and construction of Kaiser Road complete street improvement (Springville to Brugger Road).

Materials and Services increase to properly reflect the need for professional services associated with the construction Project #100365 - Springville Road (Kaiser to Joss) and design of Project #100461 - Springville Road (Joss to PCC entrance), and to appropriate fund balance. All anticipated resources from the District and the North Bethany SDC fund are primarily appropriated as professional services to allow for project flexibility.

Interdepartmental expenditures increased to reflect staff time estimates on the current projects being built and designed in this fund.

# 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	
	2021-22	2021-22	2022-23	\$	%
Special Light District No. 1	\$ 3,087,825	3,087,825	3,063,226	(24,599)	-1%
<b>Total</b>	<b>3,087,825</b>	<b>3,087,825</b>	<b>3,063,226</b>	<b>(24,599)</b>	
<b>by category</b>					
Taxes	-	-	2,500	2,500	0%
Miscellaneous	2,160,100	2,160,100	2,225,000	64,900	3%
<b>Total Revenues</b>	<b>2,160,100</b>	<b>2,160,100</b>	<b>2,227,500</b>	<b>67,400</b>	<b>3%</b>
Materials & Services	2,082,344	2,082,344	2,013,232	(69,112)	-3%
Interdepartmental	167,229	167,229	188,155	20,926	13%
Operating Transfers Out	6,314	6,314	9,022	2,708	43%
<b>subtotal</b>	<b>2,255,887</b>	<b>2,255,887</b>	<b>2,210,409</b>	<b>(45,478)</b>	<b>-2%</b>
Contingency	831,938	831,938	852,817	20,879	3%
<b>Total Expenditures</b>	<b>3,087,825</b>	<b>3,087,825</b>	<b>3,063,226</b>	<b>(24,599)</b>	<b>-1%</b>
<b>Revenues under Expenditures</b>	<b>(927,725)</b>	<b>(927,725)</b>	<b>(835,726)</b>	<b>91,999</b>	<b>-10%</b>
Beginning Fund Balance	927,725	927,725	835,726	(91,999)	-10%
<b>Ending Fund Balance</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	

**Budget Analysis:**

Revenues increase \$67,400 (3%). Expenditures, excluding Contingency, decrease \$45,478 (2%). Contingency increases \$20,879 (3%). Beginning fund balance decreases \$91,999 (10%).

The professional services budget (51285) shows an increase for the new asset management software system CityWorks.

Based on current utility charges (51310), information from Portland General Electric (PGE) on rates and estimated remaining charges, the charges for July through December will average \$166,000 per month. January through June will average \$167,000 per month based on an expected increase in PGE rates. This year's budget is decreased from the previous fiscal year. Converting the district's lighting inventory to LED has attributed to the decrease in utility cost as well. The LED conversion of fixtures include (9,781 total LED lights in the district to date) and there are 1,283 fixtures scheduled for conversion which will continue to decrease costs. There will be approximately 1,250 fixtures remaining in the district to be converted to LED in future fiscal years.

The district will see a decrease in personnel costs (53006) for Information Technology Services (ITS) for their work on the future asset management program as work on the asset management project begins to wrap up and rate setting gets underway.

The district will see an increase in the ITS Capital budget (53030) due to the need for an updated database system to replace the existing Access database.

The contingency fund has increased slightly due the decreased need for funding and implementation costs associated with the new asset management program and the decrease in overall utility costs.

# REVENUES & EXPENDITURES

## by Fund and Organization Unit

	<u>Fund</u>	<u>Org Unit</u>	<u>Proposed Revenues</u>	<u>Proposed Expenditures</u>
<b><u>OPERATING BUDGET</u></b>				
<b>GENERAL GOVERNMENT</b>				
<b>Direct Services</b>				
Board of Commissioners	100	1010	\$ -	905,746
County Administrative Office	100	1510	857,265	5,726,709
County Counsel	100	2010	354	4,059,043
County Auditor	100	2510	-	266,646
Elections	100	3010	772,444	2,740,160
Assessment & Taxation	100	3020	3,321,150	14,133,017
Equity, Inclusion and Community Engagement	100	3110	658,396	2,341,000
			<u>5,609,609</u>	<u>30,172,321</u>
<b>Support Services</b>				
County Emergency Management	100	3210	722,984	1,578,198
Support Services Administration	100	3510	49,559	472,823
Finance	100	3515	186,900	3,970,651
Human Resources	100	3520	-	5,107,782
Information Technology Services	100	3525	1,076,688	22,875,173
Procurement	100	3530	10,000	809,641
Facilities Management	100	3535	341,094	16,874,024
Risk Management	100	3575	-	1,203,112
			<u>2,387,225</u>	<u>52,891,404</u>
		<b>Total General Fund</b>	<u>7,996,834</u>	<u>83,063,725</u>
COVID-19 Response and Recovery	155	1645	46,944,679	46,944,679
Fleet Services	500	3540	6,595,915	6,930,696
Mail and Print Services	516	3545	1,797,471	2,145,285
		<b>Total Special Funds</b>	<u>55,338,065</u>	<u>56,020,660</u>
		<b>TOTAL GENERAL GOVERNMENT</b>	<u>\$ 63,334,899</u>	<u>139,084,385</u>

# REVENUES & EXPENDITURES

## by Fund and Organization Unit

	<u>Fund</u>	<u>Org Unit</u>	<u>Proposed Revenues</u>	<u>Proposed Expenditures</u>
<b>PUBLIC SAFETY &amp; JUSTICE</b>				
Sheriff's Office Administration	100	4010	\$ 548,764	7,100,478
Law Enforcement	100	4020	4,875,967	28,433,931
Jail	100	4030	3,930,437	33,781,986
Jail Health Care	100	4035	-	7,385,831
District Attorney	100	4510	5,116,005	18,623,055
Juvenile	100	5010	15,000	8,078,612
Juvenile Administration	100	5030	158,242	2,077,836
Justice Court	100	8010	1,166,000	1,165,609
			<hr/>	<hr/>
		<b>Total General Fund</b>	15,810,415	106,647,338
			<hr/>	<hr/>
Law Library	176	8510	394,778	935,609
District Patrol	182	4020	34,205,165	34,205,165
Sheriff's Contract Services	186	4060	760,151	760,151
Community Corrections	188	5510	21,134,920	23,170,455
Juvenile Grants	196	5040	896,270	980,581
Juvenile Conciliation Services	197	5020	572,277	657,198
Court Security	202	4040	609,200	1,841,186
Grants & Donations	224	4050	1,408,303	1,408,303
Jail Commissary	226	4030	277,000	1,420,583
Juvenile High Risk Prevention Funds	228	5050	2,491,615	3,530,918
LOL Administration	234	1690	33,467,012	14,022,454
LOL Sheriff's Administration	234	4010	-	3,648,973
LOL Law Enforcement	234	4020	37,660	14,808,887
LOL Jail	234	4030	-	4,665,470
LOL District Attorney	234	4510	664,261	4,902,507
LOL Juvenile	234	5010	-	2,198,760
LOL Community Corrections	234	5515	-	6,093,062
Civil Forfeitures	238	4090	-	618,334
			<hr/>	<hr/>
		<b>Total Special Funds</b>	96,918,612	119,868,596
			<hr/>	<hr/>
		<b>TOTAL PUBLIC SAFETY &amp; JUSTICE</b>	\$ 112,729,027	226,515,934
			<hr/>	<hr/>

# REVENUES & EXPENDITURES

# by Fund and Organization Unit

	<u>Fund</u>	<u>Org Unit</u>	<u>Proposed Revenues</u>	<u>Proposed Expenditures</u>
<b>LAND USE &amp; TRANSPORTATION</b>				
Long Range Planning	100	6010	\$ 4,153,345	5,344,903
Watermaster	100	9610	161,973	236,867
			<hr/>	<hr/>
		<b>Total General Fund</b>	4,315,318	5,581,770
Engineering Services	168	6030	3,143,959	12,641,708
Administration	168	6040	1,550,998	5,009,340
Road Fund Administration	168	6045	53,460,000	36,598,159
Capital Project Management	168	6050	8,785,190	9,986,651
Operations & Maintenance	168	6060	2,088,219	37,906,374
Public Land Corner	170	6030	630,000	2,903,215
Current Planning	172	6020	2,118,150	3,209,184
Building Services	174	6020	8,211,688	14,704,861
Statewide Transportation Improvement	209	6070	3,522,960	3,522,960
Maintenance Improvement	212	6075	26,718	429,280
Surveyor	216	6030	678,025	2,103,280
			<hr/>	<hr/>
		<b>Total Special Funds</b>	84,215,907	129,015,012
		<b>TOTAL LAND USE &amp; TRANSPORTATION</b>	<hr/> 88,531,225 <hr/>	<hr/> 134,596,782 <hr/>
<b>HOUSING, HEALTH &amp; HUMAN SERVICES</b>				
Public Health	100	7030	22,131,748	27,574,967
HHS Administration	100	7040	1,275,170	2,404,085
Animal Services	100	7090	1,722,780	3,348,482
Veteran Services	100	7510	403,086	1,453,587
			<hr/>	<hr/>
		<b>Total General Fund</b>	25,532,784	34,781,121
Community Development Block Grant	164	9010	5,192,672	5,424,924
Children, Youth & Families	166	7050	6,123,099	7,194,885
Developmental Disabilities	191	7065	14,230,473	14,285,306
Behavioral Health	192	7060	41,730,257	47,307,960
Oregon Health Plan	193	7080	-	5,567,565
Mental Health HB 2145	194	7070	37,508	781,654
Health Share of Oregon	195	7085	-	2,533,282
Aging Services	198	7520	6,601,685	7,147,024
Mental Health Crisis Services	199	7089	6,728,424	8,776,002
Coordinated Care Organization	203	7087	6,023,185	6,662,305
Tri-County Risk Reserve	207	7086	25,089,358	25,089,358
Emergency Medical Services	208	7010	716,249	1,638,772
Housing Services	218	6510	18,363,106	18,869,590
Metro Affordable Housing Bond	219	6520	\$ 46,338,620	46,338,620

# REVENUES & EXPENDITURES

## by Fund and Organization Unit

	<u>Fund</u>	<u>Org Unit</u>	<u>Proposed Revenues</u>	<u>Proposed Expenditures</u>
HOME	220	9020	\$ 2,994,650	3,300,513
Supportive Housing Services	221	6530	50,328,300	50,328,300
Air Quality	244	9030	325,000	932,905
Housing Production Opportunity Fund	245	9040	-	9,890,879
<b>Total Special Funds</b>			<u>230,822,586</u>	<u>262,069,844</u>
<b>TOTAL HOUSING, HEALTH &amp; HUMAN SERVICES</b>			<u>256,355,370</u>	<u>296,850,965</u>
<b>CULTURE, EDUCATION &amp; RECREATION</b>				
Parks	100	3560	1,457,329	1,886,570
Extension Services	100	9510	-	478,040
<b>Total General Fund</b>			<u>1,457,329</u>	<u>2,364,610</u>
Metzger Park	162	3560	177,495	345,098
Cooperative Library Services	184	9710	40,617,805	55,043,200
West Slope Library	185	9710	1,076,518	1,707,412
County Fair Complex	200	9810	3,198,195	5,380,284
Transient Lodging Tax	240	1655	3,985,000	4,006,033
Event Center Operations	435	9840	976,000	2,684,530
<b>Total Special Funds</b>			<u>50,031,013</u>	<u>69,166,557</u>
<b>TOTAL CULTURAL EDUCATION &amp; RECREATION</b>			<u>51,488,342</u>	<u>71,531,167</u>
<b>NON-DEPARTMENTAL</b>				
Non-departmental	100	1620	-	284,450
General Fund Contingency	100	1630	-	30,088,603
Community Network	100	1696	-	825,820
<b>Total General Fund</b>			<u>-</u>	<u>31,198,873</u>
<b>TOTAL NON-DEPARTMENTAL</b>			<u>-</u>	<u>31,198,873</u>
<b>TOTAL OPERATING BUDGET</b>			<u>\$ 572,438,863</u>	<u>899,778,106</u>



# REVENUES & EXPENDITURES

# by Fund and Organization Unit

	<u>Fund</u>	<u>Org Unit</u>	<u>Proposed Revenues</u>	<u>Proposed Expenditures</u>
<b><u>CAPITAL BUDGET</u></b>				
<b>FACILITIES &amp; TECHNOLOGY</b>				
2016 FF&C Facilities Capital Projects	353	3580	\$ -	2,185,253
ITS Capital Projects	354	3580	3,828,065	8,672,520
Facilities Park SDC	355	3580	10,132	170,480
Facilities Capital Projects	356	3580	31,530,608	41,968,810
Parks & Open Spaces Opportunity	357	3580	-	336,285
Emergency Communications System	359	3580	1,600,000	3,117,914
			<u>36,968,805</u>	<u>56,451,262</u>
<b>Total Special Funds</b>				
<b>TOTAL FACILITIES &amp; TECHNOLOGY</b>			<u>36,968,805</u>	<u>56,451,262</u>
<b>TRANSPORTATION</b>				
Major Streets Transportation Improvement Program (MSTIP)	362	6065	85,862,933	166,622,903
Road Capital Projects	368	6065	21,618,015	38,023,230
Transportation Development Tax	374	6065	5,000,000	43,616,983
North Bethany SDC	376	6065	1,050,000	2,401,457
Bonny Slope West SDC	378	6065	891,300	6,033,871
			<u>114,422,248</u>	<u>256,698,444</u>
<b>Total Special Funds</b>				
<b>TOTAL TRANSPORTATION</b>			<u>114,422,248</u>	<u>256,698,444</u>
<b>TOTAL CAPITAL BUDGET</b>			<u>151,391,053</u>	<u>313,149,706</u>
<b><u>NON-OPERATING BUDGET</u></b>				
<b>DEBT &amp; OTHER FINANCING</b>				
General Obligation Bonds	304	3585	5,050,119	5,126,438
Series 2016B FF&C	305	3585	22,802,525	42,654,906
Miscellaneous Debt	306	3585	5,681,672	5,718,563
			<u>33,534,316</u>	<u>53,499,907</u>
<b>Total Special Funds</b>				
<b>TOTAL DEBT &amp; OTHER FINANCING</b>			<u>\$ 33,534,316</u>	<u>53,499,907</u>

# REVENUES & EXPENDITURES

## by Fund and Organization Unit

	<u>Fund</u>	<u>Org Unit</u>	<u>Proposed Revenues</u>	<u>Proposed Expenditures</u>
<b>RISK MANAGEMENT/INSURANCE</b>				
Liability/Casualty Insurance	504	3570	\$ 9,676,371	13,140,781
Life Insurance	506	3570	519,151	653,497
Workers Compensation Insurance	508	3570	5,166,864	5,176,649
Medical Insurance	510	3570	45,664,102	54,696,342
Unemployment Insurance	512	3570	222,474	541,435
PERS Employer Stabilization	524	1615	-	336,450
<b>Total Special Funds</b>			<u>61,248,962</u>	<u>74,545,154</u>
<b>TOTAL RISK MANAGEMENT/INSURANCE</b>			<u>61,248,962</u>	<u>74,545,154</u>
<b>REPLACEMENT/RESERVE</b>				
Revenue Stabilization	105	1660	-	11,615,582
Animal Services Gifts & Donations	154	7095	839,316	1,621,241
Building Equipment Replacement	232	3555	4,673,370	11,564,805
ITS Systems Replacement	242	3526	1,350,725	1,377,310
Fleet Replacement	502	3541	6,588,623	24,226,982
<b>Total Special Funds</b>			<u>13,452,034</u>	<u>50,405,920</u>
<b>TOTAL REPLACEMENT/RESERVE</b>			<u>13,452,034</u>	<u>50,405,920</u>
<b>MISCELLANEOUS</b>				
General Fund Transfers	100	1670	265,488,176	91,063,419
<b>Total General Fund</b>			<u>265,488,176</u>	<u>91,063,419</u>
Lottery Program	156	1625	3,223,760	3,223,760
Strategic Investment Program	204	1640	39,592,964	60,889,701
Gain Share	205	1640	9,212,000	10,094,029
Indirect Cost Recovery	222	3595	38,233,332	38,233,332
<b>Total Special Funds</b>			<u>90,262,056</u>	<u>112,440,822</u>
<b>TOTAL MISCELLANEOUS</b>			<u>355,750,232</u>	<u>203,504,241</u>
<b>TOTAL NON-OPERATING</b>			<u>463,985,544</u>	<u>381,955,222</u>
<b>TOTAL BUDGET</b>			<u>\$ 1,187,815,460</u>	<u>1,594,883,034</u>

# APPROPRIATIONS BY FUND

FUND DESCRIPTION	FUND	PROPOSED EXPENDITURE S	PROPOSED REVENUE	BEGINNING BALANCE	TOTAL RESOURCES
General Fund	100	\$ 354,700,856	320,600,856	34,100,000	354,700,856
Revenue Stabilization	105	11,615,582	-	11,615,582	11,615,582
Animal Services Gifts & Donations	154	1,621,241	839,316	781,925	1,621,241
COVID-19 Response and Recovery	155	46,944,679	46,944,679	-	46,944,679
Lottery Program	156	3,223,760	3,223,760	-	3,223,760
Metzger Park	162	345,098	177,495	167,603	345,098
Community Development Block Grant	164	5,424,924	5,192,672	232,252	5,424,924
Children, Youth & Families	166	7,194,885	6,123,099	1,071,786	7,194,885
Road Fund	168	102,142,232	69,028,366	33,113,866	102,142,232
Public Land Corner	170	2,903,215	630,000	2,273,215	2,903,215
Current Planning	172	3,209,184	2,118,150	1,091,034	3,209,184
Building Services	174	14,704,861	8,211,688	6,493,173	14,704,861
Law Library	176	935,609	394,778	540,831	935,609
District Patrol	182	34,205,165	34,205,165	-	34,205,165
Cooperative Library Services	184	55,043,200	40,617,805	14,425,395	55,043,200
West Slope Library	185	1,707,412	1,076,518	630,894	1,707,412
Sheriff's Contract Services	186	760,151	760,151	-	760,151
Community Corrections	188	23,170,455	21,134,920	2,035,535	23,170,455
Developmental Disabilities	191	14,285,306	14,230,473	54,833	14,285,306
Behavioral Health	192	47,307,960	41,730,257	5,577,703	47,307,960
Oregon Health Plan	193	5,567,565	-	5,567,565	5,567,565
Mental Health HB 2145	194	781,654	37,508	744,146	781,654
Health Share of Oregon	195	2,533,282	-	2,533,282	2,533,282
Juvenile Grants	196	980,581	896,270	84,311	980,581
Juvenile Conciliation Services	197	657,198	572,277	84,921	657,198
Aging Services	198	7,147,024	6,601,685	545,339	7,147,024
Mental Health Crisis Services	199	8,776,002	6,728,424	2,047,578	8,776,002
County Fair Complex	200	5,380,284	3,198,195	2,182,089	5,380,284
Court Security	202	1,841,186	609,200	1,231,986	1,841,186
Coordinated Care Organization	203	6,662,305	6,023,185	639,120	6,662,305
Strategic Investment Program	204	60,889,701	39,592,964	21,296,737	60,889,701
Gain Share	205	10,094,029	9,212,000	882,029	10,094,029
Tri-County Risk Reserve	207	25,089,358	25,089,358	-	25,089,358
Emergency Medical Services	208	1,638,772	716,249	922,523	1,638,772
Statewide Transportation Improvement	209	3,522,960	3,522,960	-	3,522,960
Maintenance Improvement	212	429,280	26,718	402,562	429,280
Surveyor	216	2,103,280	678,025	1,425,255	2,103,280
Housing Services	218	18,869,590	18,363,106	506,484	18,869,590
Metro Affordable Housing Bond	219	46,338,620	46,338,620	-	46,338,620
HOME	220	3,300,513	2,994,650	305,863	3,300,513
Supportive Housing Services	221	\$ 50,328,300	50,328,300	-	50,328,300

# APPROPRIATIONS BY FUND

FUND DESCRIPTION	FUND	PROPOSED EXPENDITURE S	PROPOSED REVENUE	BEGINNING BALANCE	TOTAL RESOURCES
Indirect Cost Recovery	222	\$ 38,233,332	38,233,332	-	38,233,332
Grants & Donations	224	1,408,303	1,408,303	-	1,408,303
Jail Commissary	226	1,420,583	277,000	1,143,583	1,420,583
Juvenile High Risk Prevention Funds	228	3,530,918	2,491,615	1,039,303	3,530,918
Building Equipment Replacement	232	11,564,805	4,673,370	6,891,435	11,564,805
Local Option Levy	234	50,340,113	34,168,933	16,171,180	50,340,113
Civil Forfeitures	238	618,334	-	618,334	618,334
Transient Lodging Tax	240	4,006,033	3,985,000	21,033	4,006,033
ITS Systems Replacement	242	1,377,310	1,350,725	26,585	1,377,310
Air Quality	244	932,905	325,000	607,905	932,905
Housing Production Opportunity Fund	245	9,890,879	-	9,890,879	9,890,879
General Obligation Bonds	304	5,126,438	5,050,119	76,319	5,126,438
Series 2016B FF&C	305	42,654,906	22,802,525	19,852,381	42,654,906
Miscellaneous Debt	306	5,718,563	5,681,672	36,891	5,718,563
2016 FF&C Facilities Capital Projects	353	2,185,253	-	2,185,253	2,185,253
ITS Capital Projects	354	8,672,520	3,828,065	4,844,455	8,672,520
Facilities Park SDC	355	170,480	10,132	160,348	170,480
Facilities Capital Projects	356	41,968,810	31,530,608	10,438,202	41,968,810
Parks & Open Spaces Opportunity	357	336,285	-	336,285	336,285
Emergency Communications System	359	3,117,914	1,600,000	1,517,914	3,117,914
Major Streets Transportation Improvement Program (MSTIP)	362	166,622,903	85,862,933	80,759,970	166,622,903
Road Capital Projects	368	38,023,230	21,618,015	16,405,215	38,023,230
Transportation Development Tax	374	43,616,983	5,000,000	38,616,983	43,616,983
North Bethany SDC	376	2,401,457	1,050,000	1,351,457	2,401,457
Bonny Slope West SDC	378	6,033,871	891,300	5,142,571	6,033,871
Event Center Operations	435	2,684,530	976,000	1,708,530	2,684,530
Fleet Services	500	6,930,696	6,595,915	334,781	6,930,696
Fleet Replacement	502	24,226,982	6,588,623	17,638,359	24,226,982
Liability/Casualty Insurance	504	13,140,781	9,676,371	3,464,410	13,140,781
Life Insurance	506	653,497	519,151	134,346	653,497
Workers Compensation Insurance	508	5,176,649	5,166,864	9,785	5,176,649
Medical Insurance	510	54,696,342	45,664,102	9,032,240	54,696,342
Unemployment Insurance	512	541,435	222,474	318,961	541,435
Mail and Print Services	516	2,145,285	1,797,471	347,814	2,145,285
PERS Employer Stabilization	524	336,450	-	336,450	336,450
Total County Budget		<u>\$ 1,594,883,034</u>	<u>1,187,815,460</u>	<u>407,067,574</u>	<u>1,594,883,034</u>

# APPROPRIATIONS BY FUND

FUND DESCRIPTION	FUND	PROPOSED EXPENDITURE S	PROPOSED REVENUE	BEGINNING BALANCE	TOTAL RESOURCES
Service Districts					
Enhanced Sheriff's Patrol District (ESPD)	210	\$ 49,035,482	32,414,985	16,620,497	49,035,482
Urban Road Maintenance District (URMD)	214	15,004,590	5,854,150	9,150,440	15,004,590
North Bethany County Service District for Roads (North Bethany CSDR)	215	18,997,983	4,225,100	14,772,883	18,997,983
Service District for Lighting No. 1 (SDL No. 1)	434	\$ 3,063,226	2,227,500	835,726	3,063,226

# PERMANENT POSITIONS

# by Organization Unit

	<u>Fund</u>	<u>Org Unit</u>	<u>Adopted 2020-21</u>	<u>Adopted 2021-22</u>	<u>Modified 2021-22</u>	<u>Proposed 2022-23</u>
<b>OPERATING BUDGET</b>						
<b>GENERAL GOVERNMENT</b>						
<b>Direct Services</b>						
Board of Commissioners	100	1010	5.00	5.00	5.00	5.00
County Administrative Office	100	1510	20.00	21.00	21.00	23.00
County Counsel	100	2010	15.00	17.00	17.00	18.00
County Auditor	100	2510	4.00	4.00	4.00	1.00
Elections	100	3010	10.00	10.00	10.00	9.00
Assessment & Taxation	100	3020	107.00	109.00	109.00	108.00
Equity, Inclusion and Community Engagement	100	3110	11.00	11.00	11.00	13.00
		<b>Total Direct Services</b>	<b>172.00</b>	<b>177.00</b>	<b>177.00</b>	<b>177.00</b>
<b>Support Services</b>						
County Emergency Management	100	3210	6.00	6.00	7.00	7.00
Support Services Administration	100	3510	7.00	9.00	9.00	3.00
Finance	100	3515	18.00	18.00	19.00	20.00
Human Resources	100	3520	26.00	24.00	24.00	26.00
Information Technology Services	100	3525	85.75	85.75	84.75	82.75
Procurement	100	3530	5.00	5.00	6.00	5.00
Facilities Management	100	3535	53.60	52.60	54.60	52.60
Risk Management	100	3575	6.00	7.00	7.00	7.00
COVID-19 Response and Recovery	155	1645	23.00	51.00	51.10	76.75
Fleet Services	500	3540	21.00	21.00	21.00	20.00
Mail and Print Services	516	3545	7.00	6.00	6.00	6.00
		<b>Total Support Services</b>	<b>258.35</b>	<b>285.35</b>	<b>289.45</b>	<b>306.10</b>
		<b>GENERAL GOVERNMENT</b>	<b>430.35</b>	<b>462.35</b>	<b>466.45</b>	<b>483.10</b>

# PERMANENT POSITIONS

# by Organization Unit

	<u>Fund</u>	<u>Org Unit</u>	<u>Adopted 2020-21</u>	<u>Adopted 2021-22</u>	<u>Modified 2021-22</u>	<u>Proposed 2022-23</u>
<b>PUBLIC SAFETY &amp; JUSTICE</b>						
Sheriff's Office Administration	100	4010	35.00	35.00	35.00	35.25
Law Enforcement	100	4020	154.40	153.40	153.40	151.40
Jail	100	4030	198.75	198.75	198.75	192.75
District Attorney	100	4510	100.50	100.50	104.50	107.50
Juvenile	100	5010	40.00	40.00	40.00	39.00
Juvenile Administration	100	5030	13.00	13.00	13.00	13.00
Justice Court	100	8010	9.00	9.00	9.00	9.00
Law Library	176	8510	3.00	3.00	3.00	3.00
District Patrol	182	4020	151.60	151.60	151.60	138.60
Sheriff's Contract Services	186	4060	-	1.00	1.00	1.00
Community Corrections	188	5510	104.00	104.00	104.00	106.00
Juvenile Grants	196	5040	4.40	4.50	4.50	3.50
Juvenile Conciliation Services	197	5020	4.50	4.00	4.00	4.00
Jail Commissary	226	4030	1.00	1.00	1.00	1.00
Juvenile High Risk Prevention Funds	228	5050	11.50	11.50	11.50	13.50
LOL Sheriff's Administration	234	4010	16.00	16.00	16.00	16.00
LOL Law Enforcement	234	4020	64.75	65.75	65.75	59.75
LOL Jail	234	4030	15.50	17.50	17.50	21.50
LOL District Attorney	234	4510	25.30	26.30	26.50	26.50
LOL Juvenile	234	5010	10.00	10.00	10.00	10.00
LOL Community Corrections	234	5515	31.00	33.00	33.00	32.00
<b>PUBLIC SAFETY &amp; JUSTICE</b>			<b><u>993.20</u></b>	<b><u>998.80</u></b>	<b><u>1,003.00</u></b>	<b><u>984.25</u></b>
<b>LAND USE &amp; TRANSPORTATION</b>						
Long Range Planning	100	6010	26.33	26.27	26.27	26.27
Watermaster	100	9610	1.94	1.94	1.94	1.94
Engineering Services	168	6030	50.28	50.28	50.28	50.28
Administration	168	6040	23.00	23.00	23.00	25.00
Capital Project Management	168	6050	46.35	46.35	46.35	46.35
Operations & Maintenance	168	6060	111.00	111.00	111.00	111.00
Public Land Corner	170	6030	3.79	3.79	3.79	3.79
Current Planning	172	6020	18.47	16.31	16.31	16.31
Building Services	174	6020	59.79	55.03	55.03	54.03
Surveyor	216	6030	4.58	4.58	4.58	4.58
<b>LAND USE &amp; TRANSPORTATION</b>			<b><u>345.53</u></b>	<b><u>338.55</u></b>	<b><u>338.55</u></b>	<b><u>339.55</u></b>

# PERMANENT POSITIONS

# by Organization Unit

	<u>Fund</u>	<u>Org Unit</u>	<u>Adopted 2020-21</u>	<u>Adopted 2021-22</u>	<u>Modified 2021-22</u>	<u>Proposed 2022-23</u>
<b>HOUSING, HEALTH &amp; HUMAN SERVICES</b>						
<b>Housing</b>						
Community Development Block Grant	164	9010	6.28	6.28	6.28	6.28
Housing Services	218	6510	44.00	62.00	70.00	86.00
HOME	220	9020	1.17	1.17	1.17	2.17
Air Quality	244	9030	1.30	1.30	1.30	1.30
<b>Total Housing</b>			<b><u>52.75</u></b>	<b><u>70.75</u></b>	<b><u>78.75</u></b>	<b><u>95.75</u></b>
<b>Health &amp; Human Services</b>						
Public Health	100	7030	136.75	135.70	147.50	153.25
HHS Administration	100	7040	15.00	15.00	16.00	16.00
Animal Services	100	7090	25.00	25.00	25.00	25.00
Veteran Services	100	7510	10.77	10.77	10.77	11.07
Children, Youth & Families	166	7050	5.00	5.10	6.20	6.55
Developmental Disabilities	191	7065	81.10	85.10	85.10	91.60
Behavioral Health	192	7060	38.61	34.81	34.81	37.01
Health Share of Oregon	195	7085	1.00	-	-	-
Aging Services	198	7520	18.98	18.98	18.98	21.68
Coordinated Care Organization	203	7087	28.29	30.09	30.09	29.89
Emergency Medical Services	208	7010	3.25	3.20	3.20	2.70
<b>Total Health &amp; Human Services</b>			<b><u>363.75</u></b>	<b><u>363.75</u></b>	<b><u>377.65</u></b>	<b><u>394.75</u></b>
<b>HOUSING, HEALTH &amp; HUMAN SERVICES</b>			<b><u>416.50</u></b>	<b><u>434.50</u></b>	<b><u>456.40</u></b>	<b><u>490.50</u></b>
<b>CULTURE, EDUCATION &amp; RECREATION</b>						
Parks	100	3560	8.90	9.90	9.90	10.00
Metzger Park	162	3560	0.10	0.10	0.10	-
Cooperative Library Services	184	9710	36.00	36.50	36.50	38.00
West Slope Library	185	9710	9.00	10.00	10.00	10.00
County Fair Complex	200	9810	7.50	8.50	8.90	6.40
Event Center Operations	435	9840	5.50	6.50	7.10	6.20
<b>TOTAL CULTURE, EDUCATION &amp; RECREATION</b>			<b><u>67.00</u></b>	<b><u>71.50</u></b>	<b><u>72.50</u></b>	<b><u>70.60</u></b>
<b>TOTAL BUDGET</b>			<b><u>2,252.58</u></b>	<b><u>2,305.70</u></b>	<b><u>2,336.90</u></b>	<b><u>2,368.00</u></b>



# PERMANENT POSITIONS

## by Fund and Organization Unit

	Org Unit	FUND	Adopted 2020-21	Adopted 2021-22	Modified 2021-22	Proposed 2022-23
General Fund		100	1,154.69	1,158.58	1,179.38	1,171.78
Board of Commissioners	1010		5.00	5.00	5.00	5.00
County Administrative Office	1510		20.00	21.00	21.00	23.00
County Counsel	2010		15.00	17.00	17.00	18.00
County Auditor	2510		4.00	4.00	4.00	1.00
Elections	3010		10.00	10.00	10.00	9.00
Assessment & Taxation	3020		107.00	109.00	109.00	108.00
Equity, Inclusion and Community Engagement	3110		11.00	11.00	11.00	13.00
County Emergency Management	3210		6.00	6.00	7.00	7.00
Support Services Administration	3510		7.00	9.00	9.00	3.00
Finance	3515		18.00	18.00	19.00	20.00
Human Resources	3520		26.00	24.00	24.00	26.00
Information Technology Services	3525		85.75	85.75	84.75	82.75
Procurement	3530		5.00	5.00	6.00	5.00
Facilities Management	3535		53.60	52.60	54.60	52.60
Parks	3560		8.90	9.90	9.90	10.00
Risk Management	3575		6.00	7.00	7.00	7.00
Sheriff's Office Administration	4010		35.00	35.00	35.00	35.25
Law Enforcement	4020		154.40	153.40	153.40	151.40
Jail	4030		198.75	198.75	198.75	192.75
District Attorney	4510		100.50	100.50	104.50	107.50
Juvenile	5010		40.00	40.00	40.00	39.00
Juvenile Administration	5030		13.00	13.00	13.00	13.00
Long Range Planning	6010		26.33	26.27	26.27	26.27
Public Health	7030		136.75	135.70	147.50	153.25
HHS Administration	7040		15.00	15.00	16.00	16.00
Animal Services	7090		25.00	25.00	25.00	25.00
Veteran Services	7510		10.77	10.77	10.77	11.07
Justice Court	8010		9.00	9.00	9.00	9.00
Watermaster	9610		1.94	1.94	1.94	1.94
<b>subtotal - General Fund</b>		<b>100</b>	<b>1,154.69</b>	<b>1,158.58</b>	<b>1,179.38</b>	<b>1,171.78</b>

# PERMANENT POSITIONS

# by Fund and Organization Unit

	Org Unit	FUND	Adopted	Adopted	Modified	Proposed
			2020-21	2021-22	2021-22	2022-23
COVID-19 Response and Recovery		155	23.00	51.00	51.10	76.75
Metzger Park		162	0.10	0.10	0.10	-
Community Development Block Grant		164	6.28	6.28	6.28	6.28
Children, Youth & Families		166	5.00	5.10	6.20	6.55
Road Fund		168	230.63	230.63	230.63	232.63
Public Land Corner		170	3.79	3.79	3.79	3.79
Current Planning		172	18.47	16.31	16.31	16.31
Building Services		174	59.79	55.03	55.03	54.03
Law Library		176	3.00	3.00	3.00	3.00
District Patrol		182	151.60	151.60	151.60	138.60
Cooperative Library Services		184	36.00	36.50	36.50	38.00
West Slope Library		185	9.00	10.00	10.00	10.00
Sheriff's Contract Services		186	-	1.00	1.00	1.00
Community Corrections		188	104.00	104.00	104.00	106.00
Developmental Disabilities		191	81.10	85.10	85.10	91.60
Behavioral Health		192	38.61	34.81	34.81	37.01
Health Share of Oregon		195	1.00	-	-	-
Juvenile Grants		196	4.40	4.50	4.50	3.50
Juvenile Conciliation Services		197	4.50	4.00	4.00	4.00
Aging Services		198	18.98	18.98	18.98	21.68
County Fair Complex		200	7.50	8.50	8.90	6.40
Coordinated Care Organization		203	28.29	30.09	30.09	29.89
Emergency Medical Services		208	3.25	3.20	3.20	2.70
Surveyor		216	4.58	4.58	4.58	4.58
Housing Services		218	44.00	62.00	70.00	86.00
HOME		220	1.17	1.17	1.17	2.17
Jail Commissary		226	1.00	1.00	1.00	1.00
Juvenile High Risk Prevention Funds		228	11.50	11.50	11.50	13.50
Local Option Levy		234	162.55	168.55	168.75	165.75
Air Quality		244	1.30	1.30	1.30	1.30
Event Center Operations		435	5.50	6.50	7.10	6.20
Fleet Services		500	21.00	21.00	21.00	20.00
Mail and Print Services		516	7.00	6.00	6.00	6.00
<b>Total</b>			<b>2,252.58</b>	<b>2,305.70</b>	<b>2,336.90</b>	<b>2,368.00</b>

# ASSESSED VALUE & PROPERTY TAXES

DESCRIPTION	Actual			Actual	PROJECTED
	2018-19	2019-20	2020-21	2021-22	2022-23
<b>ASSESSED VALUE<sup>(1)</sup> NET OF URBAN RENEWAL EXCESS</b>					
County	\$ 64,111,920,830	66,938,337,019	70,008,528,197	72,849,502,733	75,763,482,842
County - after	64,759,188,181	67,834,728,784	71,107,123,565	74,162,791,862	77,129,303,536
County - after 1/1/2013 (149)	64,974,312,732	68,032,356,127	71,273,364,154	74,371,914,305	77,346,790,877
ESPD	20,960,310,770	21,985,190,113	23,077,010,560	23,869,625,800	24,824,410,832
North Bethany CSDR	474,359,630	622,006,788	705,606,517	783,020,875	814,341,710
URMD	20,960,301,770	21,985,190,113	23,077,690,170	23,870,169,500	24,824,976,280
<b>% CHANGE IN ASSESSED VALUE FROM PRIOR YEAR</b>					
County	4.00%	4.41%	4.59%	4.06%	4.00%
County - after	4.25%	4.75%	4.82%	4.30%	4.00%
County - after 1/1/2013 (149)	4.22%	4.71%	4.76%	4.35%	4.00%
ESPD	5.03%	4.89%	4.97%	3.43%	4.00%
North Bethany CSDR	39.45%	31.13%	13.44%	10.97%	4.00%
URMD	5.03%	4.89%	4.97%	3.43%	4.00%
<b>TAX RATES</b>					
County - perm rate	2.2484	2.2484	2.2484	2.2484	2.2484
Public Safety - LOL <sup>(3)</sup>	0.4200	0.4200	0.4200	0.4700	0.4700
WCCLS - LOL <sup>(4)</sup>	0.2200	0.2200	0.2200	0.2200	0.2200
Bonds <sup>(5)</sup>	0.0699	0.0699	0.0674	0.0675	0.0674
<b>Total County</b>	<b>2.9583</b>	<b>2.9583</b>	<b>2.9558</b>	<b>3.0059</b>	<b>3.0058</b>
ESPD - perm rate	0.6365	0.6365	0.6365	0.6365	0.6365
ESPD - LOL <sup>(2)</sup>	0.6800	0.6800	0.6800	0.6800	0.6800
<b>Total ESPD</b>	<b>1.3165</b>	<b>1.3165</b>	<b>1.3165</b>	<b>1.3165</b>	<b>1.3165</b>
NBCSDR - perm rate	1.2500	1.2500	1.2500	1.2500	1.2500
URMD - perm rate	0.2456	0.2456	0.2456	0.2456	0.2456
<b>TAXES LEVIED (includes compression loss and adjustments for tax computations)</b>					
County - perm rate	144,151,229	150,510,704	157,414,113	163,791,860	170,343,653
Bonds <sup>(5)</sup>	4,526,734	4,687,566	4,792,749	5,006,133	5,006,133
Additional taxes/penalties	1,221,787	1,668,828	1,756,750	1,529,411	1,529,411
<b>subtotal - County before</b>	<b>149,899,750</b>	<b>156,867,099</b>	<b>163,963,612</b>	<b>170,327,404</b>	<b>176,879,197</b>
Public safety <sup>(3)</sup> - after	26,979,255	28,248,635	29,584,290	34,541,468	35,939,660
WCCLS - LOL <sup>(4)</sup>	14,131,991	14,796,904	15,496,533	16,145,314	16,799,787
<b>subtotal - County after</b>	<b>41,111,246</b>	<b>43,045,539</b>	<b>45,080,824</b>	<b>50,686,782</b>	<b>52,739,447</b>
<b>Total County</b>	<b>191,010,996</b>	<b>199,912,638</b>	<b>209,044,435</b>	<b>221,014,186</b>	<b>229,618,644</b>
ESPD - perm rate	13,341,231	13,993,333	14,688,516	15,193,015	15,800,736
ESPD - LOL <sup>(2)</sup>	14,252,986	14,949,604	15,692,325	16,231,294	16,880,548
Additional taxes/penalties	35,749	11,619	13,103	6,401	6,401
<b>Total ESPD</b>	<b>27,629,966</b>	<b>28,954,557</b>	<b>30,393,944</b>	<b>31,430,710</b>	<b>32,687,684</b>
NBCSD - perm rate	592,946	777,507	882,008	978,776	1,017,927
Additional taxes/penalties	29,160	43	-	398	398
<b>Total NBCSD</b>	<b>622,106</b>	<b>777,550</b>	<b>882,008</b>	<b>979,174</b>	<b>1,018,325</b>
URMD - perm rate	5,147,849	5,399,562	5,667,880	5,862,512	6,097,013
Additional taxes/penalties	6,669	2,168	2,445	1,194	1,194
<b>Total URMD \$</b>	<b>5,154,518</b>	<b>5,401,729</b>	<b>5,670,324</b>	<b>5,863,706</b>	<b>6,098,208</b>

# ASSESSED VALUE & PROPERTY TAXES

DESCRIPTION	Actual			PROJECTED	PROJECTED
	2018-19	2019-20	2020-21	2021-22	2022-23
<b>TAXES COLLECTED</b>					
County - <i>perm rate</i>	\$ 138,370,765	144,490,276	151,117,548	157,240,186	163,529,907
Bonds <sup>(5)</sup>	4,345,212	4,500,064	4,601,039	4,805,888	4,805,888
Additional taxes/penalties	1,172,793	1,602,075	1,686,480	1,468,234	1,468,234
<b>subtotal - County before</b>	<b>143,888,770</b>	<b>150,592,415</b>	<b>157,405,067</b>	<b>163,514,308</b>	<b>169,804,029</b>
Public safety <sup>(3)</sup> - <i>after</i>	25,897,387	27,118,690	28,400,919	33,159,809	34,502,074
WCCLS - LOL <sup>(4)</sup>	13,565,298	14,205,028	14,876,672	15,499,502	16,127,796
<b>subtotal - County after</b>	<b>39,462,685</b>	<b>41,323,718</b>	<b>43,277,591</b>	<b>48,659,311</b>	<b>50,629,869</b>
<b>Total County</b>	<b>183,351,455</b>	<b>191,916,132</b>	<b>200,682,658</b>	<b>212,173,619</b>	<b>220,433,898</b>
ESPD - <i>perm rate</i>	12,806,248	13,433,600	14,100,975	14,585,294	15,168,706
ESPD - LOL <sup>(2)</sup>	13,681,441	14,351,620	15,064,632	15,582,042	16,205,326
Additional taxes/penalties	34,316	11,155	12,579	6,145	6,145
<b>Total ESPD</b>	<b>26,522,005</b>	<b>27,796,374</b>	<b>29,178,186</b>	<b>30,173,481</b>	<b>31,380,177</b>
NBCSDD - <i>perm rate</i>	569,169	746,407	846,727	939,625	977,210
Additional taxes/penalties	27,990	41	-	382	382
<b>Total NBCSD</b>	<b>597,159</b>	<b>746,448</b>	<b>846,727</b>	<b>940,007</b>	<b>977,592</b>
URMD - <i>perm rate</i>	4,941,420	5,183,579	5,441,165	5,628,012	5,853,133
Additional taxes/penalties	6,402	2,081	2,347	1,146	1,146
<b>Total URMD \$</b>	<b>4,947,822</b>	<b>5,185,660</b>	<b>5,443,511</b>	<b>5,629,158</b>	<b>5,854,279</b>

<sup>(1)</sup>Actual AV (assessed value) is released by Assessment and Taxation in October of each year.

<sup>(2)</sup>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.

<sup>(3)</sup> 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.

<sup>(4)</sup> 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.

In May 2020, voters approved a 5-year renewal of the WCCLS local option levy of \$0.22 per thousand value and an increase for the Public Safety & Justice local option levy raising it to \$0.47 per thousand value; for a total levy amount of \$0.69 for the levy period of July 1, 2021 - June 30, 2026.

<sup>(5)</sup> 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.

<sup>(6)</sup> 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, 2022</u>
<b>General Obligation Bonds:</b>				
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	\$ 66,280,000
<b>Total General Obligation Bonds</b>				<u><b>66,280,000</b></u>
<b>Full Faith &amp; Credit Obligations:</b>				
Series 2013 Refunding <i>Issued to provide funding for the partial advance refunding of the Series 2006 New Money Full Faith &amp; Credit Obligation bond issue.</i>	2/14/2013	6/1/2026	18,860,000	8,335,000
Series 2016 Refunding <i>Issued to provide funding for the partial advance refunding of the Series 2006 Refunding Full Faith &amp; Credit Obligation bond issue.</i>	3/3/2016	6/1/2026	31,960,000	13,165,000
Series 2016 B <i>Issued to provide funding for general facilities capital projects.</i>	12/15/2016	3/1/2032	<u>107,925,000</u>	<u>70,585,000</u>
<i>Issued to provide funding for the Wingspan Event &amp; Conference Center.</i>			29,590,000	22,145,000
<i>Issued to provide funding for various Major Street Improvement Program projects.</i>			31,155,000	21,730,000
			47,180,000	26,710,000
<b>Total Full Faith &amp; Credit Obligations</b>				<u><b>92,085,000</b></u>
<b>Contracts:</b>				
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	156,051
<b>Total Contracts</b>				<u><b>\$ 156,051</b></u>

# DEBT OUTSTANDING

	<u>Date of Issue</u>	<u>Date of Maturity</u>	<u>Amount Issued</u>	<u>Amount Outstanding as of July 1, 2022</u>
<b>Capital Leases:</b>				
Toughbooks Lease <i>Issued for the acquisition of 25 Toughbook laptops for the Sheriff's Office.</i>	11/9/2020	12/17/2024	124,756 \$	76,893
<b>Total Capital Leases</b>				<b>76,893</b>
<b>Washington County Total Long-term Debt</b>				<b>158,597,944</b>
 <b><u>Housing Authority of Washington County</u></b>				
<b>Notes:</b>				
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	282,323
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	1,863,899
Berkadia Commercial Mortgage, Cornelius Village <i>Acquisition of Cornelius Village property</i>	11/4/2019	12/1/2039	1,570,000	1,538,569
OCD Home Loan, Bonita Villa <i>Issued to finance improvements to the Bonita Villa affordable housing property.</i>	9/29/2003	6/30/2029	500,000	500,000
Washington County IGA 2019 <i>Issued by the County on behalf of the Housing Authority to provide funding for the refunding of the Series 1999A, 2001A, 2001B, and 2002A Revenue Bond issues.</i>	6/5/2019	7/1/2044	24,030,000	21,845,000
<b>Total Notes</b>				<b>26,678,364</b>
<b>Housing Authority Total Long-term Debt</b>				<b>26,678,364</b>
<b>Combined Outstanding Debt</b>			<b>\$</b>	<b>185,276,308</b>

# DEBT OUTSTANDING

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	<b>Amount Outstanding as of July 1, 2022</b>
<b><u>Summary Totals</u></b>	
Washington County General Obligation Bonds	\$ 66,280,000
Washington County General Full Faith & Credit Bonds	92,085,000
<b>Total Bonds Outstanding</b>	<b><u>158,365,000</u></b>
Washington County Contracts	156,051
Washington County Leases	76,893
Housing Authority Notes	26,678,364
<b>Total Other Debt Outstanding</b>	<b><u>26,911,308</u></b>
<b>Combined Outstanding Debt</b>	<b><u>185,276,308</u></b>
<b>General Obligation Bonds</b>	<b><u>66,280,000</u></b>
Full Faith & Credit Bonds	92,085,000
Contracts	156,051
Leases	76,893
Housing Authority	26,678,364
<b>Total Other</b>	<b><u>118,996,308</u></b>
<b>Total Indebtedness</b>	<b><u>\$ 185,276,308</u></b>



**AGENDA**

**WASHINGTON COUNTY BOARD OF COMMISSIONERS**

**Agenda Category:** Consent – County Administrative Office / Support Services

**Agenda Title:** **APPROVE THE RESOLUTION AND ORDER TO ADOPT ADMINISTRATIVE POLICY 404 – BUDGET POLICY**

**Presented by:** Tanya Ange – County Administrator  
Jack Liang – Chief Financial Officer

**SUMMARY:**

The Administrative Policy 404 – Budget Policy was previously reviewed and adopted by the Board of County Commissioners (BCC) on April 16th, 2019. Based on the Board's review at their April 6, 2021 work session, revisions are proposed in the following three areas:

- Remove the section addressing General Fund Reserves, Contingency and Fund Balance from this policy and add to a separate new policy (405).
- Remove the section addressing Special Funds Reserves/Contingencies from this policy and add to a separate new policy (405).
- Other verbiage updates to improve clarity.

**ADDITIONAL INFORMATION:**

**Community Feedback** (Known Support/Opposition): None

**Legal History/Prior Board Action:**

None

**Budget Impacts:**

None

Attachments: Resolution and Order

- Draft Administrative Policy 404 – Budget Policy (Clean Draft)
- Draft Administrative Policy 404 – Budget Policy (Redlined Draft)

**DEPARTMENT’S REQUESTED ACTION:**

Approve the resolution and order to adopt the administrative policy 404 – Budget Policy.

**COUNTY ADMINISTRATOR’S RECOMMENDATION:**

I concur with the requested action.

RO 21-49

Agenda Item No.	<b>2.0.</b>
Date:	04/20/21



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IN THE BOARD OF COUNTY COMMISSIONERS  
FOR WASHINGTON COUNTY, OREGON

In the Matter of Adopting Administrative Policy 404 Relating to Budget Policy ) RESOLUTION AND ORDER  
)  
) No. 21-49

This matter having come before the Washington County Board of County Commissioners at its regular meeting on April 20, 2021; and

It appearing to the Board that from time to time Administrative Policies need to be updated and amended; and

It appearing to the Board that after its work session discussion on March 16, 2021 that Budget Policy 404 needs to be amended and a new policy 405 be adopted; and

It appearing to the Board that Policy 404 should be amended to: remove the section addressing General Fund Reserves, Contingency and Fund Balance from this policy and add them to a separate new policy (405), remove the section addressing Special Funds Reserves/Contingencies from this policy and add them to a separate new policy (405) and make other verbiage updates to improve clarity; now, therefore, it is hereby

RESOLVED AND ORDERED that the Board hereby adopt Exhibit "A" as the new Policy 404; and it is further

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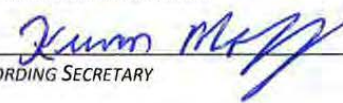
RESOLVED AND ORDERED that County Administrator is directed to take all such necessary actions to implement this new policy.

DATED this 20<sup>th</sup> day of April, 2021.

	AYE	NAY	ABSENT
HARRINGTON	✓	—	—
FAI	✓	—	—
TREECE	✓	—	—
ROGERS	✓	—	—
WILLEY	✓	—	—

BOARD OF COUNTY COMMISSIONERS  
FOR WASHINGTON COUNTY, OREGON

  
\_\_\_\_\_  
CHAIR KATHRYN HARRINGTON

  
\_\_\_\_\_  
RECORDING SECRETARY



## ADMINISTRATIVE POLICIES

<b>SECTION:</b> 400	<b>POLICY#:</b> 404
<b>TITLE:</b> Budget Policy	<b>R &amp; O #:</b> 21-49
	<b>IMPLEMENTED BY PROCEDURE #:</b>
<b>SPONSORING DEPT/DIV:</b> Support Services / Finance	
<b>ADOPTED:</b> 4/16/2019	<b>REVIEWED:</b> 4/6/2021

1. **PURPOSE:** The purpose of this policy is to establish a framework for the development and administration of the annual budget process.
2. **AUTHORITY:** ORS 294.305-565 (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.

## 7. BUDGET CONTROLS AND COMPLIANCE

- a. Legal compliance: The County budget process complies with Oregon Local Budget Law (ORS 294.305-565). 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.

## 10. GENERAL FUND

- a. Budget development general guidance:
  - i. General Fund budget should be developed with the goals of maintaining service levels and reflecting the County's strategic plan and priorities. Maintaining service levels should be considering: 1) community and client growth factors, 2) changes in inflation, cost of living, cost of employee benefits, etc.
  - ii. Budget development should start with the existing level of staffing and contracted obligations with modifications reflecting the County's budget priorities for the new fiscal year. Options to increase efficiency and reduce costs must be considered throughout budget development. 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.
  - iii. Budget requests for additional service areas or elevated level of services should always reflect the County's long-term strategies and short-term priorities. Requests for new Full Time Equivalents (FTE) should include all direct and indirect costs to support these positions.
- b. Revenue Projections: Revenue projections shall be budgeted based on the best information available at the time the budget is prepared. The projection should be conducted with reasonable conservatism.
- c. New Revenue Sources: Departments will continue to pursue additional revenue sources where appropriate and feasible.
- d. 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.
- e. Programs Previously Supported by Serial Levies: Prior to the passage of Ballot Measures 47 and 50, the Washington County Cooperative Library System (WCCLS) and Major Streets Transportation Improvement Program (MSTIP), were supported by revenues from dedicated serial levies. Measure 50 eliminated these levies by combining them with the County permanent tax rate. The annual transfer to WCCLS and MSTIP will be adjusted by the percentage change in assessed value and assumed collection rates on property taxes. These are not considered General Fund programs and the amounts transferred to the respective funds are not included in the General Fund's Fund Balance Percentage calculation.

## 11. SPECIAL FUNDS

- a. Special fund staffing levels must be commensurate to available resources and approved service levels. Requests for additional positions funded by dedicated resources will be reviewed on a case-by-case basis along with the sustainability of the revenue source.

- b. Revenue estimates will be based on the best information available at the time the budget is prepared.
- c. Special funds will continue to pursue new revenue sources where appropriate and feasible.
- d. 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.
- e. 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 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. Consideration of funding requests from an outside agency requires the submittal of written justification in advance of the budget hearings.

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# COUNTY STRATEGIC PLAN SUMMARY

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## **Community Vision**

Our vision is to be a prototype community for 21<sup>st</sup> 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

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- 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

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- 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

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- 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

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programs and b) strategic investments in the Public Safety & Justice System to remedy any imbalances. The remaining Countywide services will receive steady or decreasing General Fund support.

## Resource Reduction Strategy

1. General Philosophy – To the extent possible, across-the-board reductions will be avoided. The goal is to reduce the quantity of services, not the quality.
2. Resource Reduction Priorities – The County will begin with category 1 and proceed to other categories as required.
  1. Elimination of General Fund “block grant” support for outside agencies that are not funded by dedicated resources
  2. Moderate service level reductions will be proposed on a case-by-case basis; these reductions will focus on reducing General Fund support
  3. Major new sources of discretionary revenue will be evaluated
  4. Major program reductions will be proposed
    - First are program reductions that will reduce discretionary expenses beginning with: a) culture, education and recreation; b) base level of Sheriff’s Patrol and c) certain planning and survey programs. Second level reductions would be pursued in Health & Human Services and Public Safety & Justice.
    - The County may also evaluate returning state programs
  5. A reduced County work week
  6. Protection from debt and obligations through authorized restructuring.

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# READER'S GUIDE

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## 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

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## BUDGET PROCESS

The County's annual budget process is guided by Oregon's Local Budget Law which requires the following:

- An annual budget be adopted prior to the beginning of the fiscal year (July 1) to which it applies;
- There must be notification of public meetings when the budget will be discussed; and
- That there is opportunity for public input; and a summary of the budget must be published in a local newspaper prior to adoption.

### ***Budget Calendar***

July – August	Finance drafts calendar; begins working on Cost Allocation Plan
September – February	Departments work on their budgets
March – mid April	County Administrative Office and departments review and analyze requested budgets
April	Proposed budget documents are compiled and printed
May	Budget Committee convenes for two public meetings
June	Board of County Commissioner's considers adoption of the approved budget
July	Adopted budget becomes effective

### ***Budget Committee***

A quorum of the Budget Committee (comprised of the Board of Commissioners and five lay (citizen) representatives must approve the levying of property taxes at the time the budget is approved, and the Board of Commissioners must do the same at the time of adoption. All Budget Committee meetings are open to the public and are advertised as such. Advertisements of the public hearing prior to the Board of Commissioners adoption include a summary of the budget as approved by the Budget Committee.

### ***Budget Basis***

Washington County's financial reports are prepared following the guidelines recommended by the Government Finance Officers Association (GFOA) of the United States and Canada. The proposed budget described herein substantially conforms to Generally Accepted Accounting Principles (GAAP). The County's budget is prepared under the modified basis of accounting.

Under the modified accrual basis of accounting, revenues are recorded at the time they become measurable and available and expenditures are recognized at the time the liabilities are incurred.

For financial reporting purposes governmental fund types (general fund, special revenue funds, debt service funds and capital project funds) are accounted for on the modified accrual basis of accounting.

The accrual basis of accounting is used for financial reporting of proprietary fund types (internal service funds and enterprise funds) and for the government-wide financial statements required by the County's requirements. Under the accrual basis of accounting, revenues are recorded at the time they are earned and expenditures are recorded at the time liabilities are incurred. The measurement focus of the proprietary funds is on the flow of economic resources. The difference between the methods used for budgetary versus financial reporting primarily affects the accounting for depreciation and capital outlay.



# READER'S GUIDE

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Expenditures are appropriated by organization unit for each fund. These appropriations establish the level of control for each organization unit and may not be over-expended. Most operating funds also include an appropriation for contingency. Expenditures cannot be made against this appropriation without additional Board actions (see Budget Adjustments below). All appropriations lapse at the end of each fiscal year.

## ***Budget Adjustments***

Oregon Local Budget Law sets forth procedures to be followed to amend the budget as events occur after budget adoption. The type of event determines the procedure to be followed.

The adopted budget appropriates contingencies in each fund to be used at the discretion of the governing body. In most cases adjustments can be accommodated by transferring appropriations from fund contingencies or from the General Fund to other funds. Oregon Local Budget law allows for the Board of Commissioners to make such adjustments at a regularly scheduled meeting. Should a transfer from contingency exceed 15% of fund appropriations, or the County need to increase appropriations due to additional revenue, the law provides for the following two types of supplemental budget processes:

1. If the increase is less than 10% of the fund, the Board of Commissioners may approve a resolution and order adopting the supplemental budget at a regularly scheduled meeting. Prior to the meeting, specific details of the supplemental budget must be published in a local newspaper.
2. If the increase is 10% or more of a fund, the Board must first hold a public hearing prior to approving a resolution and order. Published notice of the supplemental budget and public hearing are required.

## ***Adopted and Modified Budget***

The analysis in the Budget Detail pages is prepared based on the proposed budgets for the upcoming fiscal year compared to the current fiscal year budget as modified for any Board approved budget adjustments through mid-April.

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# CITIZEN BOARDS AND COMMISSIONS

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Serving on an appointed board, committee or commission is a great way to participate in decisions that affect you and to learn more about how your local government works. The County's boards and commissions play a variety of important roles in advising the Board of Commissioners on service priorities, how to distribute available resources, and how to improve our collaboration with other parts of the community. Some (for instance the Civil Service Commission and the Board of Property Tax Appeals) actually have a quasi-judicial authority to review decisions by the County government. Vacancies for the various boards and commissions listed below can always be found at <https://www.co.washington.or.us/CAO/BoardsCommissions/index.cfm> and are announced periodically by media release shared on the Board on County Commissioner's [website](#) and advertised in local newspapers.

## **Aging and Veteran Services Advisory Council**

Planning for future services and reviewing current programs are two key roles for these 19 volunteers (13 regular and 6 alternate members). Their community ties and personal or professional familiarity with issues facing seniors and veterans make them an invaluable resource for Washington County Disability, Aging & Veterans' Services and the Board of Commissioners. The Council 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**

Independent oversight is critical to the effectiveness of financial statement audits. The Audit Committee monitors audits of the County's finances, in the belief that access to knowledgeable individuals help prevent an excessive reliance on the expertise of the external auditor.

## **Behavioral Health Council**

The Behavioral Health Council advises the Behavioral Health Division, and 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**

State law established the Board of Property Tax Appeals to consider taxpayer petitions challenging real market value, maximum assessed, specially assessed and assessed value as determined by the County Assessor. The Board also considers requests to excuse penalties assessed for the late filing of real and personal property returns.

## **Civil Service Commission**

The Civil Service Commission is comprised of five volunteers, one from each of the Commissioner districts, who provide a third-party review of the County's employment practices. The Civil Service Commission is the appeal board for Washington County employees and candidates for employment. Employees and candidates for employment may appeal to the Civil Service Commission adverse personnel management decisions such as appointments, disciplinary actions and classification allocations. The Commission hears and decides appeals by employees and candidates for employment.

## **Columbia Pacific Economic Development District (Col-Pac)**

The Columbia-Pacific Economic Development District (Col-Pac) is a private non-profit organization established to assist in diversifying and strengthening the economy and livability of Northwest Oregon. The District covers all of Clatsop, Columbia, and Tillamook counties and the western part of Washington County (including Banks, Cornelius, Forest Grove, Gaston, and North Plains).

Col-Pac's mission is to promote and sustain healthy communities in the district through retention, diversification and expansion of the economic base. The goal is healthy and thriving communities. A strong and diversified economic base that provides family-wage jobs is a significant component and contributor to healthy communities. Col-Pac's economic development activities focus on blending the natural resource-based industries in the region with new economic development opportunities that historically have not been part of the area's economy.

# CITIZEN BOARDS AND COMMISSIONS

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As an economic development district, Col-Pac provides capacity building, coordination and establishment of basic economic development foundation building tools for NW Oregon.

## **Developmental Disabilities Council**

The 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.

## **Enhanced Sheriff Patrol District/Urban Road Maintenance District Budget Committee (ESPD/URMD)**

Reviews the proposed budget developed for the Enhanced Sheriff's Patrol District and the Urban Road Maintenance District in unincorporated Washington County.

## **Enhanced Sheriff's Patrol District (ESPD) Advisory Committee**

The ESPD works with the Sheriff and other officials from the Sheriff's Office to review and offer recommendations regarding the level and type of police service in the ESPD and advises on strategic goals and direction.

Future considerations will be to review long-range opportunities for future enhanced law enforcement and community collaboration.

## **Fair Board**

The Fair Board's primary function is to oversee the planning, preparation and production of the County Fair. The Fair Board will develop both short- and long-term plans for the promotion and production of the County Fair and provide input to the County's Facilities Maintenance Plan of the Fairgrounds.

## **Fairgrounds Advisory Committee**

The Fairgrounds Advisory Committee provides input on the priorities and development of the Fairgrounds Master Plan, and other plans including: capital projects, maintenance, non-fair marketing and other strategic initiatives. As advocates, this committee works with local partners and the community at-large to communicate and encourage participation in Fairground developments.

## **Farm Board of Review**

The Farm Board of Review is an advisory panel to the County assessor. The Board meets every other year to inform the Assessor regarding farmland rents and other information pertaining to the valuation of farmland for property taxation as provided by Oregon law.

## **Garbage and Recycling Advisory Committee**

A coordinated countywide program intended to ensure the safe, economical and efficient collection, storage, transportation and disposal of garbage and recycling, and to ensure adequate standards of service for the garbage and recycling system. To assist the Board in achieving these objectives, the Board has appointed this advisory committee to make recommendations on garbage and recycling decisions and programs that impact all users of the garbage and recycling system.

## **Homeless Plan Advisory Committee (HPAC)**

The Homeless Plan Advisory Committee is comprised of members who have authority within their agency/jurisdiction to make policy and budget decisions that impact the community's housing and supportive services system. The Committee provides high-level oversight to the implementation of A Road Home: Community Plan to Prevent and End Homelessness, encourages collaborative partnership building, provides guidance to the annual work plan, works to create resources and funding, and promotes and sustains the vision and leadership of the Plan. The Committee advises the county Homeless Program Manager, the Director of Housing Services, the County Administrator, and the Board of County Commissioners.

## **Housing Advisory Committee (HAC)**

Providing affordable housing in Washington County is a formidable job. It is the mission of the HAC to advise the Housing Authority Board of Directors on housing goals policies, to review and recommend actions on the budgets of the Housing Authority, to advise

# CITIZEN BOARDS AND COMMISSIONS

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regarding the community's needs for low-income housing, and to recommend resources and programs available to address those needs.

## **Housing Authority Board of Directors**

The Housing Authority of Washington County is the legal entity that owns properties; and the Department of Housing Services is the County agency that operates the programs, works with developers, and provides services to meet the housing needs of low-income people in Washington County.

Facing ongoing reductions in federal housing support, the Housing Authority of Washington County and Department of Housing Services will continue to expand their entrepreneurial approach to funding low-income and affordable housing in Washington County. Partnerships are a key to the success of this work.

## **Metzger Park Local Improvement District Advisory Board**

Maintains a proud tradition of overseeing the only park in the County supported through a Local Improvement District. The Board plans and helps with park maintenance needs, deals with the administrative issues involved in running an active urban park.

## **Mountain Creek Road Local Improvement District Citizens Advisory Board**

The Local Improvement District (LID) collects annual fee and provides for the ongoing maintenance of Mountain Creek Road, which is a rural public dedicated road. The role of the Citizens Advisory 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**

Reviews the proposed budget developed for the North Bethany County Service District for Roads in unincorporated Washington County.

## **Northwest Area Commission on Transportation (NWACT)**

NWACT is an advisory body chartered by the Oregon Transportation Commission. NWACT addresses all aspects of transportation (surface, marine, air, and transportation safety) with primary focus on the state transportation system. NWACT considers regional and local transportation issues in northwest Oregon that affect the state system.

NWACT plays a key advisory role in the development of the Statewide Transportation Improvement Program (STIP), which schedules funded transportation projects. NWACT establishes a public process for area project selection priorities for the STIP. Through that process, they prioritize transportation problems and solutions and recommend projects in their area to be included in the STIP.

Boundaries include: The entirety of Columbia, Clatsop and Tillamook counties and the western portion of Washington County including the cities of Banks and Gaston. The Washington County area includes Highway 47 to the southern city limits of Gaston excluding the city of Forest Grove, the east on US 26 and including the Dersham Rd interchange.

## **Park and Recreation Advisory Board**

Provides advice on the maintenance, operations, and capital development needs of County parks, including Scoggins Valley Park / Henry Hagg Lake.

## **Planning Commission**

These nine appointed volunteers advise the Board of County Commissioners on technical land use and transportation planning issues. They conduct public hearings, make final decisions on some changes to land use plans, and convey recommendations to the Board on changes to the Comprehensive Plan, including the Community Development Code. Planning Commission meetings are scheduled twice a month, on the first Wednesday at 1:30 p.m. and the third Wednesday at 6:30 p.m., and typically run three hours. In addition, members are expected to dedicate about five to ten hours per month outside of these meetings to read and understand proposed ordinances and other materials provided by staff. Some knowledge of the Oregon land use planning system is helpful.

# CITIZEN BOARDS AND COMMISSIONS

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## **Public Health Advisory Council**

The Washington County Public Health Advisory Council (PHAC) has been appointed by the Washington County Board of Commissioners to fulfill any federal and state-mandated responsibilities and to advise the Board of Commissioners in its role as the Board of Health for Washington County. The Washington County Public Health Advisory Council will make recommendations to the Board of Commissioners and the Public Health Division Manager to improve the health and well-being of everyone in Washington County.

## **Public Safety Coordinating Council (PSCC)**

The Public Safety Coordinating Council is a statutorily mandated committee convened by the Washington County Board of Commissioners for the purpose of developing and recommending plans for the use of state resources respective to the coordination of local criminal justice and juvenile justice policy. Collaborative planning provides a countywide approach to enhancing communication and partnership among law enforcement, public safety, criminal justice agencies and the residents of the Washington County community. The developed plans include strategies to address prevention, treatment, education, employment resources and intervention services. The Public Safety Coordinating Council supports an overarching coordinated approach to public safety by reviewing emerging and best practices in policy development, restorative justice, racial and ethnic disparities in the system and community collaboration programs that maximize resources and minimize duplication. The plans supported by the Public Safety Coordinating Council are referred to the Board of County Commissioners for final approval.

## **Rainbow Lane Special Road District Board**

The Rainbow Lane Special Road District was formed to provide a representing body that could make decisions regarding road maintenance issues on Rainbow Lane and Patricia Lane. These two roads are public roads, as opposed to County Roads, and are not eligible for gas tax and road fund expenditures, consequently their road maintenance must be funded by the adjoining and benefiting properties.

## **Rural Roads Operations and Maintenance Advisory Committee (RROMAC)**

RROMAC 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 County Commissioners.

## **Urban Road Maintenance District Advisory Committee (URMDAC)**

URMDAC advises the Board and staff on matters related to road maintenance provided by the Urban Road Maintenance District (URMD). URMDAC reviews and makes recommendations regarding URMD's level of service and annual work program, assists in evaluating the cost effectiveness and efficiency of URMD, assists in informing URMD activities and advises on continuation of URMD and/or other long-range funding opportunities for road maintenance.

## **Washington County and SDL No.1 Budget Committee**

Reviews the proposed County budget submitted by the budget officer each fiscal year.

## **Washington County Salary Commission**

In November of 2020 Washington County voters approved a change to the County Charter, establishing an independent salary commission. The voluntary Washington County Salary Commission will consist of five human resource professionals and one alternate who will determine of salaries for Washington County Board of Commissioners.

## **Washington County Sheriff's Office Latino Advisory Commission**

Latinos make up the largest ethnic group that have resided in Washington County the longest. They continue to be disproportionately overrepresented in policing enforcement, incarceration rates, and referrals to the juvenile justice system. The Advisory Commission is established to address these issues and to build trust between the Washington County Sheriff's Office and the Latino community. Establishing an ongoing partnership is an important step in meeting the public safety needs of the entire community.

## **West Slope Community Library Advisory Board**

## CITIZEN BOARDS AND COMMISSIONS

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The Library Advisory Board supports library values including inclusion and access to library resources for all. We celebrate and champion the library within the community and provide feedback to the Director on a variety of matters.

# GLOSSARY

## COMMONLY USED ACRONYMS

AFSCME	American Federation of State, County and Municipal Employees
A&T	Assessment and Taxation
AV	Assessed Valuation
ARPA	American Rescue Plan Act (2021)
BIPOC	Black, Indigenous, People of Color
BRS	Behavioral Rehabilitation Services (federal Medicaid reimbursements)
CAO	County Administrative Office
CAMI	Child Abuse Multiple Intervention
CARES	Coronavirus Aid Relief & Economic Security Act
CART	Crash Analysis and Reconstruction Team
CATT	Center for Addictions Triage and Treatment
CCI	Committee for Citizen Involvement
CCO	Coordinated Care Organization
CDBG	Community Development Block Grant
CER	Culture, Education & Recreation
CFA	Criminal Fine Account
CoC	Continuum of Care
COLA	Cost of Living Adjustment
CPO	Citizen Participation Organization
CRF	Coronavirus Relief Fund
CSLFRF	Coronavirus State and Local Fiscal Recovery Fund
CWS	Clean Water Services
DARE	Drug Abuse Resistance Education
D-ECR	Diversion Early Case Resolution
DHS	Department of Housing Services
DOR	Department of Revenue
DVDS	Domestic Violence Deferred Sentencing
ECR	Early Case Resolution
EDI	Equity, Diversity & Inclusion
EMC	Emergency Management Cooperative
EMS	Emergency Medical Services
ERAP	Emergency Rental Assistance Program
ESPD	Enhanced Sheriff's Patrol District
FA	Functional Area
FJC	Family Justice Center
FEMA	Federal Emergency Management Administration
FOPPO	Federation of Oregon Parole and Probation Officers
FSAP	Family Sentencing Alternative Program
FTE	Full-time Equivalent Employee
GAAP	Generally Accepted Accounting Principles
GF	General Fund
GFOA	Government Finance Officers Association
GG	General Government
GIS	Geographic Information System
HCV	HUD Housing Choice Voucher program
HHS	Health & Human Services
HPOF	Housing Production Opportunity Funds
HSO	Health Share of Oregon
HUD	Housing and Urban Development
ILS	Integrated Library System
INTERCEPT	Inter-agency Child Exploitation Prevention Team



# GLOSSARY

IRISS	Integrated Re-Entry Intensive Supervision and Services
ITS	Information Technology Systems (related to computer systems support)
ITS	Intelligent Transportation Systems (related to interlinking road systems)
JAG	Justice Assistance Grant (previously known as the Local Law Enforcement Block Grant (LLEBG))
JCP	Juvenile Crime Prevention
JRI	Justice Reinvestment
LEC	Law Enforcement Center
LID	Local Improvement District
LOL	Local Option Levy
LUT	Land Use & Transportation
MCT	Major Crimes Team
MDT	Child Abuse Multidisciplinary Team
MHRT	Mental Health Response Team
MHUCC	Mental Health Urgent Care Center
MSTIP	Major Streets Transportation Improvement Program
NBCSDR	North Bethany County Service District for Roads
OAA	Older Americans Act
ODOT	Oregon Department of Transportation
OEICE	Office of Equity, Inclusion and Community Engagement
OHP	Oregon Health Plan
OJJDP	Office of Juvenile Justice Delinquency & Prevention
ONA	Oregon Nurse Association
OPI	Oregon Project Independence
ORS	Oregon Revised Statutes
OYA	Oregon Youth Authority
PERS	Public Employees Retirement System
PSJ	Public Safety & Justice
RACC	Regional Arts and Culture Council
RLRA	Regional Long-Term Rent Assistance
SARC	Sexual Assault Resource Center
SDC	System Development Charge
SDL	Service District for Lighting
SHS	Supportive Housing Services
SIP	Strategic Investment Program
SWR	Solid Waste & Recycling
TDT	Transportation Development Tax
TLT	Transient Lodging Tax
TMS	Teamsters
UGB	Urban Growth Boundary
URMD	Urban Road Maintenance District
USBOR	United States Bureau of Reclamation
VEBA	Voluntary Employee Benefit Account
VOCA	Victims of Crime Act
WIC	Women, Infants and Children
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
WSCO	Washington County Sheriff's Office

# GLOSSARY

## COMMONLY USED TERMS

ACCOUNT	A classification of expenditure or revenue. Example: "postage" is an account in the Materials & Services category of expenditures.
ADA	The American Disability Act (ADA) prohibits discrimination on the basis of disability in employment, State and local government, public accommodations, commercial facilities, transportation, and telecommunications. The ADA recognizes and protects the civil rights of people with disabilities and is modeled after earlier landmark civil rights laws prohibiting discrimination on the basis of race and gender. ADA protects individuals with physical or mental impairments that substantially limits one or more major life activities, individuals who have a history or record of such an impairment, or individuals who are perceived by others as having such an impairment. ADA addresses access to the workplace (Title I), state and local government services, including public transportation (Title II), places of public accommodation and commercial facilities (Title III), and telecommunications (Title IV).
AD VALOREM TAX	Tax based on the assessed value of a property. Also see Assessed Value.
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 County has the following budget committees: Washington County/SDL No. 1, ESPD/URMD and North BethanyCSDR.
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.
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.

# GLOSSARY

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
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 a \$0.68 Local Option Levy Rate. The District 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.
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.

# GLOSSARY

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.
MISCELLANEOUS REVENUE	A collection of various funding sources that do not have an overarching theme. Examples are investment/interest earnings, reimbursement from developers, reimbursement of expenses etc.
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. Also see Resolution.
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, WCCCA expenditures, Bank Service Charges, Gree Energy Technology etc.
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.

# GLOSSARY

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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. Also called Personnel Services.
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.
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 year's 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)	The 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.



155 N. First Ave., Hillsboro, OR 97124-3072  
503-846-8685

[www.co.washington.or.us](http://www.co.washington.or.us)