

**MINUTES  
BUDGET COMMITTEE MEETING**

**May 7, 2012** 9:00 a.m.

Room 32, Courthouse

**PRESENT:** Budget Committee members Leslie Lewis, Kathy George, Mary P. Stern, Michael Green, Chris McLaran, and Shelley Halleman.

**Staff:** Laura Tschabold, Chuck Vesper, Becky Weaver, Scott Maytubby, Silas Halloran-Steiner, Paul Kushner, Margaret Jarmer, Krisan Pendleton, Lindsey Manfrin, Craig Hinrichs, Marie McDaniel-Bellisario, David Manitsas, Caren Anderson, Paul Partridge, and Bonnie Corns.

**Guests:** Denise Bacon, candidate for commissioner.

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Leslie Lewis called the meeting to order.

Election of Officers - No changes. [New officers were elected in January.]

Adoption of Minutes - Mary Stern moved approval of the minutes from May 4-6, 2011, December 9, 2011, and January 6, 2012; Kathy George seconded the motion. The motion passed unanimously.

Budget Overview - Laura Tschabold reviewed the slides in the budget binders. She stated that PERS rates will be increasing almost 4%, or over \$1 million, in 2013-14, which will be a significant hit to the budget, even with the PERS reserve fund that can be used to help offset the increase. She said that the PERS increase will be part of the ongoing labor negotiations with two unions. Michael Green pointed out that PERS and other benefits account for 45% of the overall budget, or closer to 55% when reserves and contingency funds are not included.

Laura stated that Teamsters employees will be getting a 3.1% cost of living adjustment (COLA) based on the Consumer Price Index, as required by the collective bargaining agreement. She said that YCEA and YCDDAA salary increases for next year are currently unknown because they are still in negotiations, but YCEA received no COLA in 2011-12 and no COLA or steps in 2010-11. Leslie stated that FOPPO recently settled its negotiations and will get steps and a 1.2% COLA. She said that FOPPO has settled for pretty modest increases, but she doesn't expect that to continue into the next round of negotiations.

Scott Maytubby discussed the effects of the current real estate market on property tax revenues. He explained the limits on taxation due to Measures 5 and 50, known as "compression," and said that not only are property taxes declining as more and more are based on the real market value, but there is also less new construction coming on the tax roll. He stated that this is the fourth year of declining real estate values, which is a prolonged real estate recession by historical standards, and the revenue loss from compression could be quite significant if that downward trend were to continue for two or three more years.

Leslie concluded that while 2012-13 will be a tight budget year, 2013-14 will be worse because

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of the PERS increase and the reduction in property tax values. Laura stated that there is currently about \$509,000 available in reserve to either distribute to departments or save for the future.

The meeting recessed at 10:00 a.m. and reconvened at 10:16 a.m.

## **HEALTH & HUMAN SERVICES TEAM**

Overview of Fiscal Changes for 2012-13 - Silas Halloran-Steiner reviewed changes from the budget presented to the commissioners in April, noting that restorations from the state have reduced his proposed use of fund balance from \$1.84 million to \$1.71 million.

He reviewed the following changes likely to happen before the budget is adopted is June:

- Minor savings from the School-Based Health Center request for proposals
- Addition of .4 to 4.4 FTE to provide contracted services to schools in McMinnville, Amity, Newberg, and Dayton
- Increase of \$47,000 in Developmental Disabilities home supports
- Reduction of about \$24,000 in Healthy Start funding
- Further adjustments to the use of fund balance

He reported that the combined HHS programs served a total of 7030 unduplicated clients in 2011, which is about 7% of the county's population.

Division Review - Silas stated that **Public Health** now includes the Commission on Children and Families program. He said that he is working on the accreditation process with the help of some grants, and hoping that will lead to improved health outcomes. He reported that this division received a restoration to the 3.5% reduction to base funding and to the School-Based Health Center grant. He said that Prevention Program funds have been deleted and staffing has been reduced for the Spanish-speaking post-partum depression classes, although he is hoping that a community partner will pick up both those and the Strengthening Families classes.

He reported that 537 unduplicated clients were served by **Developmental Disabilities** in 2011. He said that funding was restored back to the 93% level, so one position has been added. He said that there have been significant savings this year due to staff transitions and vacancies, which has increased the fund balance. He stated that the remodeling and re-housing of staff in the Evans Street complex has been a positive move in terms of overall cost allocation.

Silas stated that 1790 unduplicated clients were served by **Adult Mental Health** in 2011. He said that \$38,000 has been restored, but he continues to see reductions in Oregon Health Plan funds. He explained that this budget will be shrinking because of the integration of Adult Mental Health and Chemical Dependency and the move of some support services into the new Community Support Services division that Craig Hinrichs will be managing.

He said that the **Community Support Services (formerly Abacus)** program has been expanded to include some of the support services formerly covered by Adult Mental Health and to give more emphasis to community wrap-around services, which is part of the move toward de-institutionalization. He stated that Craig would need additional support staff, so he plans to develop a lead position under Craig after seeing how things go for a while.

In response to a question from Michael about the three-year computer replacement schedule, Paul stated that the life of computers in HHS varies and some last longer than three years, but rarely are they replaced in less than three years. He explained that the move to electronic client records is leading to changes in technology, with a move to docking stations rather than desktop computers. Marie McDaniel-Bellisario stated that collaborative documentation is more effective in the long run because the department can see more clients and provide better and less-expensive service. Silas suggested re-visiting the computer replacement schedule county-wide. He said that HHS is doing some analysis of the potential benefits of iPads.

Silas reported that 1138 clients were served by **Family & Youth** in 2011. David Manitsas stated that wrap-around services built around the clients' needs provide creative ways to keep youth in school, at home, and in lower levels of care.

Silas stated that **Chemical Dependency**, which served 740 people in 2011, has an opportunity with Keith Urban's retirement to look at better integration of services. He noted that the Substance Abuse and Mental Health Services Administration (SAMHSA) grant ends in September and the Measure 57 grant ends in March 2013, so staffing levels have been reduced by 3.15 FTE. He said that he hopes to get a partial FTE back from a potential mid-year funding increase related to the Intoxicated Driver Fund, but doesn't have enough information to include that now.

He reviewed the structural changes in **Administrative Services**. He said that \$107,847 in service tickets were processed by the team in 2011. He said that he is continuing efforts to use technology effectively and break down silos across divisions. He stated that the need to reduce costs as part of the health system transformation is leading him to right-size leadership positions and train front-line supervisory positions more effectively.

Silas stated that 114 people were served by the **Enhanced Care Facility/Residential Treatment Facility** program, and these clients have a high level of intensive need. He said that fund balance will continue to support this program while it waits for the state's rate review. He explained that when the rate was first adjusted, it was higher than the actual costs, so surplus money was contributed to the fund balance during those years.

Threats and Opportunities - Silas stated that the threats include the use of fund balance, the projected increase in Oregon Health Plan enrollment, and the move to Coordinated Care Organizations (CCOs) as part of the health system transformation. He noted that a new Medicaid demonstration project making \$620 million available to the state in the first year may allow him to reduce the use of fund balance, and if he doesn't get those funds, he may make some reductions in staffing after a mid-year re-evaluation. He explained that he has worked to build the fund balance over recent years, anticipating that it would be needed as bridge funding, and he believes that this is a good one-time use of the dollars to meet a high community need. He said that by this time next year, there will either be a CCO in place or the county will know more about that process. He said that it wouldn't be fiscally responsible to have less than a \$1 million fund balance for a budget this size, so he plans to have conversations with the Board and the Budget Committee about what the appropriate level should be.

He said that opportunities include improving the quality of care, providing better outcomes for the people being served, and being better fiscal stewards of public funds. He stated that he believes it will be local leaders who come up with the solutions to systems changes. He expressed appreciation to

his team and to the Budget Committee.

The meeting recessed at 12:20 p.m. and reconvened at 1:33 p.m.

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**May 7, 2012** 1:30 p.m. Room 32, Courthouse

**PRESENT:** Budget Committee members Leslie Lewis, Kathy George, Mary P. Stern, Michael Green, Chris McLaran, and Shelley Halleman.

**Staff:** Laura Tschabold, Chuck Vesper, Becky Weaver, Al Westhoff, Ken Huffer, Ted Smietana, Dan Linscheid, Mike Brandt, John Phelan, Bill Gille, Russ Heath, and LouAnn Schenk.

**Guests:** Denise Bacon, candidate for commissioner.

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### **CULTURE & RECREATION TEAM**

Fair (20-80) / Fair Event Center (20-82) - Al Westhoff stated that he should have very close figures for the 2011-12 actual budget by about May 10, and if he has to make any changes to the proposed budget, it would be in deferred revenue. He explained that there are a lot of variables that make it hard to predict the budget, such as the weather, so he budgets conservatively and hopes that he's wrong. He reported that advance sales for the 2012 Fair & Rodeo are up about 210% compared to last year. He said that with this being Leslie's last year overseeing the fair, the Fair Board voted to rename the pavilion as the Leslie Lewis Pavilion.

Parks (10-81) - Ken Huffer stated that park usage continues to be high, with a significant increase in general day use and much less vandalism, most likely due to improved maintenance efforts and the popular Tangleboxing program. He reported that he is continuing to work on the Whiteson Park proposal, which is still in the Planning Commission public hearing process, and anticipates that it will move forward. He said that the division is still adjusting to Tom Genco's retirement and the loss of his institutional knowledge, and spring weather has been a problem, especially with repeated flooding at Rogers Landing. He said that he has an outstanding Parks Board that puts in many hours and functions as a sounding board for ideas regarding policies, programs, and goals. He also discussed the benefits of the inmate work crew program, which provides a cost-effective work force for the county and valuable job skills for the workers.

He stated that his 2012-13 beginning balance will be lower than it has been in the past, so his budget has been adjusted accordingly. He expressed confidence that the 2011-12 revenue and expenditures will end up pretty close to what was budgeted, as there is still a lot of work to be done in the next couple of months and revenue will be picking up. He noted that .1 FTE of his time has been moved to the new Habitat Conservation Fund.

### **LAND USE TEAM**

Surveyor (10-21) / Corner Restoration (27-37) - Dan Linscheid stated that he would be requesting a reduction in the fee collected by the County Clerk for the Corner Restoration Fund from \$10

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to \$5, based on the fact that the majority of the work has been completed and those positions will be valid for years to come. He said that he is proposing a reduction in staff from 3 to 2 FTE. He noted that during his time serving as County Surveyor, the office FTE has been reduced from 7 to 2. Mary stated that the Board would work on getting the county ordinance changed by July 1 to reflect the new fee.

Planning (10-20) / Solid Waste (17-28) - Mike Brandt stated that .2 FTE has been moved from Solid Waste to Planning, but otherwise the budgets are status quo. Laura stated that \$17,935 in estimated revenue from the Assessment & Taxation Grant for the Geographic Information Systems (GIS) position needs to be added to line 10-20-334.29 and also to the ending balance.

The meeting recessed at 2:31 p.m. and reconvened at 3:00 p.m.

### **PUBLIC WORKS TEAM (Funds 11, 41, 45, and 52)**

Motor Vehicles (11-29) - Russ Heath reported that in 2011-12, Public Works vehicles have logged 258,000 miles or hours, and motor pool vehicles have logged 1.3 million miles. John Phelan stated that he has contracted out a structural analysis of the shop building, and he anticipates that some expenditures will be needed to bring it up to structural integrity.

Engineering (11-55) - John stated that a Permit Specialist has retired and a Public Works Technician Specialist was laid off, and he is not planning to fill those positions.

Motor Vehicle Replacement (45-29) - John reviewed plans to convert the underground fuel storage tank system into an above-ground storage system this summer. He said that the cost of decommissioning the underground tanks is known, and he believes that there is plenty of money saved up for the project. He noted that the insurance costs for underground tanks have gone up dramatically and the county is currently paying about \$10,000 per year for that.

Michael said that it appears that the assessment of 19 cents per mile to departments for vehicle replacement is too high, since this fund is not spending what has been collected. He suggested that the rate be reduced so funds could be freed up for other needs. Shelley agreed that the budget should show what the department realistically plans to spend. She suggested that the rate be evaluated for each department on an annual basis. Russ stated that he isn't planning to spend \$1 million, but he wants to have it there as self-insurance in case of a vehicle catastrophe. He agreed with a suggestion from Laura to move that to a Reserve For Future line, but cautioned against reducing the rate right now. He explained that he would be taking a more aggressive approach in sticking to the replacement schedule because it isn't fair for Fund 11-29 to bear the maintenance and repair costs of older vehicles. Leslie pointed out that if a new, outfitted patrol vehicle costs \$30,000, 19 cents per mile isn't enough to replace it at 100,000 miles. Laura said that it would be helpful at next year's Budget Committee meeting if Russ could provide a list of which vehicles he planned to replace in each department during the fiscal year. She said that if he has a way to track the vehicles in each department, he could determine if the rate needs to be adjusted for any departments.

Habitat Conservation Fund (52-62) - John provided background information about the Habitat Conservation Plan. Leslie stated that under the county's incidental take permit, it will be required for the next 30 years to take about \$50,000 annually from the Public Works budget to provide mitigation, both at Deer Creek Park and alongside certain county roads. She noted that the federal grant previously declined

by the Board would not have covered this expense.

**COMMUNITY SERVICES TEAM (part)**

Mediation Services (10-50) - Chuck Vesper reviewed the budget, stating that it is pretty static. Laura stated that Judge Collins has asked for an increase in the reimbursement rate to mediators, but she would like to do further research before bringing that request to the Board. Leslie stated that if there is an opportunity to move more of this money to the Court Security budget, she would rather do that than change the rate, since the courts aren't covering their share of court security expenses.

**INTERNAL SERVICES TEAM (part)**

Non-Departmental (10-39) - Chuck stated that this budget has been running at a deficit historically, but the Board has agreed to fix that this year, so it will start with a zero beginning balance. Leslie stated that line 610.01 (Professional Services) should still be at \$75,000 for the bypass lobbyist services. Laura said that there isn't enough in the ending balance to cover that additional \$34,000. She said that a portion of the department surcharges for postage gets diverted to a reserve line in 40-83, but she believes the balance there is adequate. She suggested moving \$12,000 from 40-83-380.22 to 10-39-380.22 and taking \$10,000 from 695.99 (Outside Legal Services), \$5000 from 801.19 (Equipment Purchase), and \$7000 from 990.01 (Ending Balance) to cover the additional \$34,000 needed in 610.01.

Air Support (10-165) - Laura said that she is anticipating the sale of the hangar in the next fiscal year, and there will be some minor closeout expenses. She said that it will be up to the Board what to do with the remaining funds once the program is closed out. Michael suggested moving it to Fund 10-39 to cover the \$34,000 deficit. Laura said that another possibility would be to put it into a software reserve for the anticipated replacement of the county's finance system in the near future.

Federal Funds (30-52) - Chuck stated that he is not optimistic about receiving any Title III money, but this is a placeholder just in case. Mary stated that the sheriff will be asking that any money the county does receive be transferred to his budget for Search & Rescue and forest patrol.

Maintenance Reserve (40-83) - Becky Weaver stated that the county purchased the existing postage machine in August 2006 for a total expenditure of \$48,000. She said that the actual meter and service contract are leased, and ongoing expenses come out of Fund 10-39. She said that the life expectancy of the machine is probably based more on actual usage than on time. Laura suggested increasing the beginning balance to \$140,000, zeroing out the revenue, and putting the \$140,000 into 801.04 (Equipment Purchase). She said that she would look into how much a new machine would cost and how much is needed in this budget.

The meeting recessed at 5:16 p.m. and reconvened at 7:00 p.m.

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May 7, 2012 7:00 p.m.

Room 32, Courthouse

PRESENT: Budget Committee members Leslie Lewis, Kathy George, Mary P. Stern, Michael Green, Chris McLaran, and Shelley Halleman.

Staff: Laura Tschabold, Chuck Vesper, and Becky Weaver.

Guests: Ken Wright, PO Box 190, Carlton; Jeff Lorton, 213 S Pine St, Carlton; Brad Smith, 2725 NE Leathers Ln, McMinnville; Jeb Bladine, PO Box 1487, McMinnville; Carrie Carlsen, 19825 Jaquith Rd, Newberg; Tammy and Melissa Gardner, 10406 NE Warmington Rd, McMinnville; Susan Enzor, 1528 NW 5<sup>th</sup> St, McMinnville; Wayne Wiebke, 13775 Meadow Lake Rd, Carlton; and others as listed on the attached attendance roll (see Exhibit A).

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### **PUBLIC HEARING**

Jody Christensen and Amy Jauron reviewed the history of **McMinnville Economic Development Partnership** (MEDP) since its opening in 2006 and presented a request for \$20,000 to help MEDP expand its network of resources. Jody stated that MEDP's total operating budget will be \$110,000.

Ken Wright presented a request for a portion of the county's video lottery dollars to be allocated to right-of-way acquisition for the **Rail With Trails** project between McMinnville and Gaston. He said that Union Pacific has reduced its price for the rail line from \$9 million to \$2.4 million, and it is important to preserve the line for future freight and commuter rail. He said that this would be a long-term solution to traffic issues, which the Newberg-Dundee Bypass won't completely resolve, and would also provide an more immediate opportunity for a recreational path alongside the rail line. He said that recreation and rail can feasibly coexist, and a recreational path would provide a safe way to travel by bicycle or foot along the dangerous Highway 47 corridor, and would also connect McMinnville to Hagg Lake and other trail systems. He stated that he is hoping to get about \$1 million toward the purchase price through grants, and the rest could be funded through a bond supported by both Yamhill County and Washington County. He said that there is widespread community support for the project.

Wayne Wiebke stated that this particular rail line was taken before the Oregon Parks and Recreation Commission in 1997 and accepted as a Rails to Trails project, but no funding was given. He said that one of the biggest public fears about such projects is the protection of adjacent land owners, but those fears dissipate after the trails are in place. He said that the concerns of individual owners can be accommodated with Cyclone fences, and education of the public is the most effective approach.

Rocky Houston, Trails Coordinator for Oregon State Parks Department, discussed potential grant opportunities for the project.

Jeff Horton expressed support of the Rails to Trails program. He stated that he has worked in tourism development for many years, specifically on the Galloping Goose Trail in Victoria, British Columbia, and that trail has had a positive impact on the area's tourism industry. He said that combining

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this kind of eco-tourism with Yamhill County's existing agri-tourism is a marriage made in heaven and could have a big impact on the county.

Janet Rinard stated that recreational trails are a wonderful asset to the community and are used by great people. She said that she rides trails wherever she goes and the people of Yamhill County need that here.

Jay Pearson, McMinnville Parks and Recreation Director, stated that he supports the project and is interested in expanding recreational opportunities for citizens. He said that in the city's master plan study completed in 1999, one of the top needs identified was more pedestrian/bicycle trails. He said that there is a huge audience in McMinnville for this sort of use, and this is an opportunity that should be pursued. He offered to help with resource development.

Brad Smith stated that he has cycled in the area for decades and northern Yamhill County is comparable to the farmlands of Tour de France. He said that this trail could provide a safe way to move between wineries.

Faith Gerstel and Jan Urton presented a request for \$2000 for the **National Alliance on Mental Illness** (NAMI). They explained that NAMI is a support group that was started in Yamhill County in 1981, and one of its main focuses is on education and fighting the stigma of mental illness. They said that the money would help with the upcoming walk and with materials and training.

Jeb Bladine presented a concept proposal for a new, digital approach to print brochures, which are expensive and quickly become outdated. He said that the multimedia system being developed by **Oregon Lithoprint** will allow for easy updating and ongoing digital printing, and would be a good use of economic development funds. He said that \$25,000 would develop a Yamhill County project that several cities could latch onto and be a part of.

Renee Vorm and Steve Patterson presented a request for \$23,200 for **Your Community Mediators** (YCM), explaining that YCM is expanding with a special grant from United Way and is looking to stabilize its funding by asking cities and the county to proportionately fund what it really costs to run the program. Renee said that most of the \$63,050 budget goes for one full-time coordinator position. Steve added that the money is leveraged by volunteers from the community who get trained to provide mediation. He said that YCM has proven that there's a greater need than it can afford to provide, and he believes that the program will continue to grow and serve the community. Chuck noted that Scott Paasch thinks very highly of the work YCM does with the Juvenile Detention Center.

Amy Bissonette presented a request for \$2500 for **Court Appointed Special Advocates** (CASA), noting that for every dollar CASA receives, it raises \$4 in private funding. Leslie stated that \$2500 has already been budgeted for CASA.

John J. Collins, **Dayton Community Development Association** (DCDA), presented a request for \$2500 to go into DCDA's general fund, with a commitment to leverage the money. He said that he the overall budget will be about \$10,000. He provided a summary of recent activities.

Marcy McDowell presented a request for \$5000 for **Homeward Bound** pet shelter. She provided background information on the shelter and statistics of services provided, noting that all funding comes from private donations and fundraisers. She stated that without a very strong spay and neuter

program, it is almost impossible to control the pet over-population without the foundation of an open-door shelter in the community. She said that Homeward Bound currently spends \$3500 to \$4000 per month on spaying and neutering, and in many cases has to waive the \$20 co-pay because people don't have the money. She explained that cat advisors are volunteers who go out into the community and help people trap, transport, and care for animals until they can be returned or re-homed. She said that continuing the spay and neuter program will enhance the quality of life for people and animals.

Jay Disbrow, Yamhill City Council, stated that the city donated \$500 in 2011-12 to help with this problem, and will be considering Homeward Bound's \$1500 request for 2012-13. He said that there is great need in the community for this, and there is also appreciation for the help that is being given.

Carrie Carlsen, local mail carrier, expressed support of the funding request, stating that she has seen the cat problem getting worse in the past few years.

Melissa Gardner, We Care Feline Rescue, reiterated what great work Homeward Bound does and said that the need is desperate. She said that this grant would support We Care Feline Rescue as well as Homeward Bound.

Susan Enzor said that she has rescued many cats in her neighborhood, but there is no place to take them. She said that more cat advisors are needed. She said that the majority of people in the county think that Homeward Bound is the Oregon Humane Society.

Antoinette Marcel stated that the county has a humane crisis on its hands and has to find a solution to making spaying and neutering affordable. She shared an example of a situation in a McMinnville neighborhood to illustrate the need. She said that Homeward Bound needs the county's support and will need more support next year.

Luke Westphal, new Executive Director of **Greater Yamhill Watershed Council**, presented a request for \$2500 to help pay for outreach efforts, materials, rent, and a variety of projects. He said that he is the only paid staff member for now, but he is putting together a strategic watershed restoration plan and sees the council growing in the coming year. He reviewed activities and accomplishments for 2010-11 and noted that about 70% of the watershed is in Yamhill County.

JL Liddane, council member, stated that Oregon's water supply is only about 69% of what it used to be, and will never get that back. He emphasized the importance of making community members aware of the need to be proactive in taking care of aquifers.

David Riedman, council member, explained that the purpose of the council is not regulatory or advisory, but to provide information. He said that activities include stream monitoring and some well water monitoring, and the council once discovered and reported E. coli in Cozine Creek.

The meeting recessed at 9:36 p.m.

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May 8, 2012 9:00 a.m.

Room 32, Courthouse

PRESENT: Budget Committee members Leslie Lewis, Kathy George, Mary P. Stern, Michael Green, Chris McLaran, and Shelley Halleman.

Staff: Laura Tschabold, Chuck Vesper, Becky Weaver, Ted Smietana, Vicki Wood, Brad Berry, Chris Osterhoudt, Tim Loewen, Scott Paasch, Lisa Hanes, Jack Crabtree, Kellye Fetters, Tim Svenson, and Ron Huber.

Guests: Angel Aguiar and Denise Bacon, candidates for commissioner.

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The meeting reconvened at 9:00 a.m.

### **CRIMINAL JUSTICE TEAM**

Community Corrections (Fund 21) - Ted Smietana said that state funding has been steadily dropping over the last four years or so, so he is thankful to have a \$700,000 beginning balance. He said that he plans to use \$310,000 of that in 2012-13 and \$360,000 in 2013-14, leaving just \$30,000 going into the second year of the biennium, which is not a good situation. He said that without the layoff of three full-time positions on April 1 of this year, his budget would have been in the deficit already.

He stated that the revenue in 21-44 is \$15,654 less than the expenses, which is allowable but not desirable. He discussed potential federal grant opportunities of \$100,000 from the Bureau of Justice Administration for a Pre-Trial Release Officer and \$169,000 from the Justice Reinvestment Initiative for one Probation Officer and one Drug & Alcohol Counselor, stating that he would like to add placeholders to the budget for those amounts. He also requested \$10,000 from O&C reserve funds for bridge funding for the Pre-Trial Release Officer, for a total addition of \$279,000 in expenditure authority.

He stated that the local control population has been about 20 lately, which is about 10% of the jail's total population.

District Attorney's Office (10-18 and 10-22) - Brad Berry stated the Support Enforcement Division (10-22) has 1350 open files currently and collected about \$5 million in child support last year, which is about \$600,000 less than the previous year because people who are under-employed or unemployed have modified their support orders to pay less. He said that his office does better than the Department of Human Services does in collections, but has been at or below the level of other counties. He said that he met with staff and made some simple changes that have already led to improvements over the last three to four months. He said that he will make some major structural changes in the office when Bonnie Sliper retires.

He reported that case filings have continued their downward trend since 2008. He said that he had expected to see crime rates and filings increase as the economy began to fail, but that hasn't been the case. He stated that the office work has come from more and more complicated trials, primarily child sex abuse cases. He said that he also has four pending homicide cases and at least two attempted murder cases, which puts demands on the budget and on staff time.

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He stated that his office now scans all files and provides about 90% of discovery to defense electronically, and is able to provide electronic reports to agencies and auto-fill into the system to avoid redundant data entry. He said that it is cumbersome to access the case management system electronically, but he is working with Murray Paolo on options for that, as it would eliminate the need for hard copies in court. He said that the courts are converting to the eCourt system and that will require the county's connection with the Oregon Judicial Information Network (OJIN) to be updated, but he is hoping that the county won't have to cover the cost of that.

He said that the absence of a Chief Deputy in the office has left him lacking in management, and that issue will need to be addressed in the future. He noted that he has submitted a facilities request for a significant office remodel, explaining that his inability to see half of the office is an obstacle to effective management. He said that his capital equipment budget would be exhausted just from the cost of replacing workstations.

Juvenile Department (10-74) - Tim Loewen reported that the number of youth referred to the juvenile system has continued to decrease. He said that most youth now get legal counsel, which results in more court hearings and longer stays in detention. He reported that the projected 3.5% reduction in state funding was restored, giving him \$20,000 more in the budget than anticipated, but he is unsure how the news of further reductions to Oregon Youth Authority (OYA) will affect his budget. He stated that the Juvenile Accountability Block Grant was reduced at the federal level, and that \$4000 change in the pass-through funding has not yet been reflected in his budget, but he would provide the line items to be changed. He said that he plans to add an Office Specialist 2 position for reception and increase the Senior Office Specialist position by five hours per week, which will allow his more highly-paid staff to spend their time on their own work rather than rotating through receptionist duties.

Juvenile Detention (10-77) - Scott Paasch recognized his staff and volunteers for their hard work, and said that there are not a lot of changes to his budget. He reported that the Amity House project should be finished soon and is close to budget. Tim stated that any profit over and above taxes and the project costs will be disbursed to the taxing districts. Laura suggested setting up a miscellaneous revenue line for the proceeds, with the amount to be determined later.

Scott stated that he has applied for a grant through OYA for residential programming in the amount of \$325,000, which would provide five beds dedicated to youth needing stabilization and re-entry. He said that he is excited to be able to offer a longer treatment program. He stated that the courts have restricted the ability of probation staff to interact with the youth, and the inability to speak with their caseworkers has been causing anxiety for the youth and affecting their behavior, so he hopes to address that issue with the courts. Tim added that the attorneys are suspicious about staff having contact with the youth, but some of the attorneys are not very consistent about getting in to meet with their clients like they should.

Mary stated that \$10,000 has been allocated for YCM, but they are requesting \$23,200. Tim provided some background information on the partnership and said that it has been a positive process. Scott stated that YCM has been coming to Juvenile Detention about once a month for 1.5 hours.

The meeting recessed at 10:28 a.m. and reconvened at 10:39 a.m.

Sheriff's Office

**Jail (10-41)** - Jack Crabtree stated that this will be the last year of the two-year bed rental contract with Benton County, but he anticipates that the contract will be renewed into the foreseeable future. He said that the jail's capacity is 250, but the average daily inmate population has decreased to 200-215, which has affected some of the revenue lines. He stated that the jail has been contracting with Aramark Food Services since July 9, 2011, and that will hopefully save the county about \$40,000 per year. He requested an increase of the Registered Nurse 3 (RN3) FTE from 1.75 to 2 and a corresponding decrease of \$26,000 to line 481.00 (Overtime). Laura asked Jack to re-check the number because her calculation, based on his highest-paid Registered Nurse, is lower than that.

**Marine (10-42)** - Jack stated that the need for this program was emphasized recently by four life-saving awards handed out to Yamhill County by the Oregon State Marine Board (OSMB). He said that marine patrol will spend less time on the river as a result of reduced funding from OSMB and from the county. He noted that in-kind contributions to this program from 10-43 have been reduced in order to balance the 10-43 budget.

**Patrol (10-43)** - Jack explained that the larger beginning balance in this budget is a result of a significant reduction in deputies' overtime expenses in 2011-12, as well as retirements and delays in hiring. He requested an add-back for two rural deputy positions (see Exhibit B). He discussed a violent situation with one of the rural deputies the previous night as an illustration of the need for more deputies. He stated that the overall crime rate is not necessarily going up in the county, but it is increasing in some areas and the intensity of some crimes is increasing. He reported that his office received about 9000 rural calls for service this year, compared to about 8300 last year.

Shelley expressed concern about how to continue funding increases in personnel costs and keep the sheriff fully staffed when the county's discretionary revenue will be flat or declining. She said that the private sector hasn't had a raise in years, and if the money for salary increases isn't there, depleting the work force will put the remaining deputies at risk. Michael agreed, adding that it will take another 1.5% of the county's discretionary revenue in 2013-14 just to keep the Sheriff's Office whole, based on mandated salary increases, and giving an increase to one department will mean taking it away from another. He said that not making those decisions this year will only make them more difficult to make next year.

Leslie stated that the increase in the PERS rate will make it even more difficult next year. She said that the Board and the sheriff jointly agreed to the Teamsters collective bargaining agreement, knowing that the patrol budget would take the brunt of the pressure from salary increases because of staffing requirements in the jail. She said that the Sheriff's Office was the only department not made whole in April, and HHS was made more than whole, so it is the Board's responsibility to at least restore the \$63,000 and try to make up for the loss of \$68,000 in Title III funding.

Mary suggested granting the add-back for one deputy position and committing to allocate any Title III funding that may be received for the second deputy position. She pointed out that this would be a one-year extension at best, and if the committee believes that the public is at risk, the public needs to be given the option through a levy to decide if it is willing to pay for more deputies.

**Court Security (10-86)** - Kellye Fetters stated that line 350.09 (Court Security Assessments) could be increased from \$44,000 to \$60,000, with the corresponding expenses going to personnel lines.

She said that she would get the updated numbers to Becky.

**Dog Control (13-47)** - Mary stated that Homeward Bound has a \$10,000 grant opportunity for its spay and neuter program and is looking for \$5000 toward the match requirement. She wondered if Jack would consider making a contribution from this budget.

**Jail Capital (40-41)** - Jack discussed planned projects, including the Jail Management System software, HVAC repairs, upgrading the intercom and monitors, ten toilet/sink units, upgrading the control room workstation, and remodeling the attorney visiting area. Laura stated that the software portion needs to be moved to the software reserve fund.

The meeting recessed at 12:18 p.m. and reconvened at 1:30 p.m.

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**May 5, 2011**    1:30 p.m.    Room 32, Courthouse

**PRESENT:**    Budget Committee members Leslie Lewis, Kathy George, Mary P. Stern, Michael Green, Chris McLaran, and Shelley Halleman.

**Staff:**        Laura Tschabold, Chuck Vesper, Becky Weaver, Becky Stern Doll, Tonya Saunders, Bridget Lavin, Brian Dunn, Doug McGillivray, Scott Maytubby, Murray Paolo, Rick Sanai, and Silas Halloran-Steiner.

**Guests:**       Denise Bacon, candidate for commissioner.

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**COMMUNITY SERVICES TEAM (continued)**

Transit (10-33) - Leslie stated that the Transit budget was previously moved to Fund 25 so it could have its own contingency account, but administrative overhead charges have made it necessary to move it back into the General Fund. Tonya Saunders reviewed the budget, stating that the county hasn't purchased fuel for the buses in the past because non-profit providers are exempt from fuel taxes, but it is now to the county's advantage to purchase the fuel, since the county is exempt from fuel taxes and the new for-profit provider isn't. She noted that six new buses would be purchased with grant funds.

Law Library (14-26) - Bridget Lavin stated that Senate Bill 7501 has reduced this budget's revenue by an additional 3.5%, so she will need to decrease line 350.10 (Court Filing Fees) and the contingency line by \$4363. She explained that the shared allocation between the law library and mediation services is a flexible percentage.

**GENERAL GOVERNMENT TEAM**

Assessor (10-12) - Scott Maytubby requested that the revenue generated from the sale of Assessment and Taxation (A&T) data be moved from the Information Systems (IS) budget into his budget. He said that he was able to eliminate some personnel recently due to the current workload, but will need additional personnel in the future. He said that he is exploring ways to keep reappraisal costs

down. He stated that his budget needs to be adjusted to allocate \$25,000 for scanning old data from microfiche and microfilm, although he may not use all of that in 2012-13 if the office is too busy. Laura agreed to move \$25,000 from his Reserve for Future line (990.03) into the appropriate expense line. She added that \$72,000 also needs to be moved from Reserve for Future into the software reserve to cover his remaining software costs.

Scott provided an update on the timeline of the new software purchase and implementation, and discussed motor pool usage and staff training. He stated that aerial photographs are nice, but expensive, and pictometry is a better deal because the technology could be shared with other departments and would be a cost-saving tool to reduce the need for new personnel. He said that he would still want real people doing some of the photography work, however, especially for new construction.

Clerk (10-15, 12-15, and 40-15) - Becky Stern Doll reviewed the changes to her budgets since April, including the reduction of revenue from county liens and the reduction of overtime, extra help, and election personnel expenses. She said that she had been contemplating a change of location for archive storage because the current location is not up to standards, but will postpone that to another year. She explained that she has budgeted a cushion in postage expenses because the post office is considering an increase in the charge for mailing ballots.

She stated that she has reduced revenue in the Clerk's Record Fund (12-15) by a total of \$30,400, with that amount to come out of the ending balance. She said that she is looking to see if she has the authority to move building rent expenses from 10-15 to 12-15.

County Counsel (10-25) - Rick Sanai stated that the only change from last year is the reclassification of his Deputy County Counsel to Senior Deputy County Counsel, based on a salary survey of other counties.

Treasurer (10-12) - Chuck stated that this budget is based on a new treasurer taking office on January 1, 2013, so he has budgeted for half of a .25 FTE position. Laura clarified that there isn't actually an FTE associated with the position, but it was used as a way to calculate a reasonable salary. Mary raised the question of whether the treasurer should start working immediately after the election, rather than waiting until January 1. The consensus of the group was to make that decision later. Becky agreed to look into PERS eligibility of part-time elected officials.

Commissioners (10-13) - Chuck stated that the Board had added back funds in April to cover the deficit in this budget, but he had subsequently discovered another deficit due to an error in the budgeted administrative overhead charges. He said that he had included additional revenue to cover that as well.

Veterans (10-24) - Chuck stated that the Board had approved an initial add-back of \$7200 in April, and he has since confirmed that there will be an additional revenue deficit of \$10,441. He said that the job description for this program has been revised to more accurately reflect the comprehensive services that need to be provided to veterans, and at that level, the program is a much better fit with HHS than it is with Administrative Services. Laura recommended that the program be moved into the Evans Street complex, where it could have a closer level of supervision from HHS management. She said that Debbie Gill's position would be reclassified to a higher level, but that wouldn't cost much more since she is currently at the top of her pay range. She added that she has asked HHS to cover the gap in funding if the program is moved. Chuck stated that there are long-term issues with the current house that would

need to be addressed if the program stays there, such as handicapped access and electrical issues. He recommended selling the house.

Silas stated that his goal is to serve veterans better, and this proposed change would provide opportunities to improve service to those who need and could benefit from case management. He said that there would be some administrative cost efficiencies from sharing a building with HHS, but some veterans might have a negative perception about seeking services at that location. After some group discussion about the pros and cons of the change in location, Laura suggested giving it a try and not putting the house on the market right away. She said that if the county receives complaints that can't be remedied, the Board could reconsider the location. Michael stated that although the current office building is warm and inviting, the quality of service is what is most important and will lead to positive word of mouth. Silas noted that if HHS takes the program and associated costs for 2012-13, he would want to take another look at it next year and see if those expenses could continue to be covered.

Leslie and Kathy agreed that the Veterans budget needs to be structured in a way that the public can view it separately, rather than having it be integrated into the Developmental Disabilities budget. Silas expressed concern about how that would work with all of his department's cost allocations. He said it would need to fit into how his department currently budgets. Laura said that there might be a way to represent the budget so that both goals are being accomplished. The consensus of the committee was to move the Veterans program into the HHS budget.

The meeting recessed at 3:22 p.m. and reconvened at 3:38 p.m.

Facilities Maintenance (40-16) - Brian Dunn reviewed his budget, noting that there have been significant personnel changes, with an overall increase of .5 FTE. Chuck stated that Brian's expertise was a key part of completing the courthouse HVAC project.

Emergency Services (10-40) - Doug McGillivray stated that he has lost \$26,000 in grant funds for 2012-13. He said that he would like to apply the net reduction of \$23,200 in expenses to a new part-time position that would eventually be phased in as his replacement when he retires.

Information Services (10-17) - Murray Paolo stated that the YCOM revenue has been completely removed from this budget, based on instructions that the radio system will no longer be under the county's management as of July 1, 2012. Regarding Scott's request to shift revenue to the Assessor's budget, he asked the committee to consider the information he had submitted to the Board in April.

He reviewed goals and initiatives for the coming year, noting that there will need to be a lot of policy developed around the increasing use of technology such as iPads and smart phones, both for county-owned devices and for personal devices connecting to the county's network. He said that the county can't ignore the wave of technology coming its way because people will find a way to use such devices, but will have to decide when it makes sense to embrace the technology and develop the necessary policies. He said that there are many opportunities to use technology to increase efficiency and provide better service, but agreed with Chris that caution should be exercised in the use of new technology, especially for business use.

Telecomm (48-14) - Murray stated that he plans to replace the county's digital system with a Voice Over IP system. He said that there will need to be some internal discussion and collaboration on what features are wanted in the phone system.

**INTERNAL SERVICES TEAM (continued)**

Capital Improvement (40-27) - Chuck stated that Brian’s management of projects has been excellent, and cleaning up this fund has really helped his team by giving them money to work with. He said that there are several big projects coming up, including rebuilding the elevator in the courthouse. Laura noted that the Board would be reviewing a list of capital improvement projects in the next few weeks.

Discretionary Revenue (10-02) - Chuck stated that any further add-backs the committee might want to consider would come from the remaining \$509,186 balance in this budget. Michael stated that the three lay members would be happy to make suggestions for each department on how to reduce overestimated expenses in order to fund add-back requests. He said that he would also like to have a discussion on whether giving any add-backs, including the ones done in April, makes sense. He stated that whether the county should continue to take more and more discretionary revenue for the criminal justice team is an important policy decision for the Board, and given what the committee has heard, maybe the county shouldn’t be funding anything that has to do with payroll because it can’t afford it. He asked why any department should be granted new hires if the positions will just have to be laid off next year. He said that that discussion needs to take place first, and then the group can discuss individual items.

The meeting recessed at 5:31 p.m.

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**May 9, 2012**    10:00 a.m.    Room 32, Courthouse

**PRESENT:**    Budget Committee members Leslie Lewis, Kathy George, Mary P. Stern, Michael Green, Chris McLaran, and Shelley Halleman.

**Staff:**    Laura Tschabold, Chuck Vesper, Becky Weaver, Brad Berry, Marie McDaniel-Bellisario, Keith Urban, Ted Smietana, Vicki Wood, Silas Halloran-Steiner, Jack Crabtree, Ron Huber, Kellye Fetters, Tim Loewen, Scott Maytubby, and Murray Paolo.

**Guests:**    Denise Bacon, candidate for commissioner; Jody Christensen, McMinnville Economic Development Partnership.

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The meeting reconvened at 10:15 a.m.

**DELIBERATIONS**

Laura distributed copies of the deliberation list (see Exhibit C), noting that a report from the Compensation Committee needs to be added to the list.

**[Approved]** Community Corrections (21-45), Pre-trial Release Officer, \$10,000 from O&C Reserve - Ted provided background information on the request, stating that there is a good chance of getting grant funding for this position for three years, and the \$10,000 would provide bridge funding for

three months. He said that making good pre-trial release decisions is critical, and if the county doesn't manage the jail population well, it would have negative implications. Brad agreed, stating that this is a public safety issue. Silas added his support to the request, stating that it affects the whole criminal justice system, and long-term public safety outcomes for the community warrant this small investment.

Mary stated that the goal is to prove that the county saves money by having this position because it is the most cost-effective way to do business in the criminal justice system. She explained that the position would be evidence-based and is not the same as the current Pre-Trial Release Officer position. Leslie stated that when analyzing cost-efficiency, it is important to look at the whole picture, including factors such as reduced revenue as a result of reduced jail population. Brad stated that if the criminal justice team discovers that this position doesn't change anything, it would advocate to do something different.

Mary moved approval of the funding request; Kathy seconded the motion. She said that this would allow the team to see if the position would help minimize the ripple effect on families, businesses, and the community, and if it doesn't, the position can be cut. Michael stated that if the position is that important, the team should be able to find \$10,000 within its budgets or sacrifice something less important. Mary pointed out that it is one-time bridge money. The motion passed unanimously.

**[Approved]** Community Corrections (21-45), Specialty Courts, \$269,000 placeholder for grant - Brad provided information about treatment courts and stated that the most important one is the +20 Measure 57 court, which targets individuals at medium-to-high risk of re-offending and tries to curb the criminal aspects so they don't re-enter the system, and this program has had more successes than the other courts. He said that the grant funding for the program is coming to an end, and the criminal justice team is hoping to get another grant to continue funding the two counselors that have been so successful. He said that there would be a small match requirement. Keith Urban stated that providing good treatment and supervision to these individuals can save many of them, which saves the county money.

Mary moved to add \$269,000 to 331.15 (Federal Grants) and to an Other State Grants expense line; Kathy seconded the motion. The motion passed unanimously.

**[Tabled]** Assessor (10-12), move A&T data revenue from IS, \$19,620 - Scott stated that this is a matter of fairness since it is data from his department, and the revenue would help him with future software expenses. Murray reviewed the memo previously submitted in response to the request, pointing out that his office has overhead in establishing and maintaining secure connections for this data, and it doesn't make sense to give the extra load of IS-related calls from title companies to the Assessor's Office when they will already be facing significant staffing issues. Scott said that he would accept the responsibility along with the revenue. After further discussion, Leslie stated that in order to make a judgment as to whether the responsibility could be turned over to the Assessor's Office staff, the Board would need to see the contracts with title companies, the help desk log, the costs for staff time, and the kind of work that IS staff is doing for this. The committee agreed to table the request.

Discussion of Discretionary Revenue - Michael stated that the county's revenue will be flat for several years at best, and state funds are also diminishing. He said that 70% of the county's 2012-13 discretionary revenue is going to the criminal justice team, which is rapidly eroding its fund balances and is also seeing salary increases of 2% as well as increases in the cost of benefits, so just keeping the team at status quo in 2013-14 would mean taking money from other departments. He stated that the public

welfare would not be served by adding a new position this year and having to cut it next year. He said that in the private sector, the first things that are eliminated are management and administration, but he hasn't heard those types of discussions here. Chris agreed, stating that the committee needs to look at the long-term situation and set priorities for existing budgets, because they county can't budget the same way every year if revenue is staying flat.

Leslie stated that most of the add-backs done in April were to restore existing positions, and departments were informed that the reduction in discretionary allocations to compensate for excess fund balances would only be for one year. She said that her actions have shown that she has always put a high priority on public safety. Mary stated that the Planning Department and the Clerk's Office have gone away from any discretionary funding to being completely fee-based, but at some point they may need some discretionary funding in order to continue performing required services.

**[Partially approved]** Veterans (10-24), move to HHS and add \$10,441 to make whole - Shelley moved approval of moving Veterans Service under the HHS Developmental Disabilities program and directing Silas to try to find the funding within his budget. Silas suggested a friendly amendment to move Veterans Services to Fund 16, and said that he would analyze how to properly meet state requirements and also provide transparency to the public. Shelley amended her motion accordingly; Michael seconded the motion. Mary stated that this move will serve the interests of veterans, and Silas can gather data regarding the actual costs involved. The motion passed unanimously.

**[Approved]** Jail (10-41), increase RN3 FTE by .25 - Laura stated that no additional funding was needed for this change because other lines were adjusted. Kellye reviewed the details. Michael moved approval of the request; Chris seconded the motion. The motion passed unanimously.

**[No change]** Sheriff (10-43), dedicate \$5000 for Search & Rescue if O&C funding restored - Mary stated that Jack indicated he could find the money in his budget, so the O&C funding could be put either in Search & Rescue or in other areas, such as motor pool. She said that it would be good to show the public that the money is being spent. Jack stated that regardless of where the O&C money is in the budget, it will be project-coded, so he'll be able to track it. The consensus of the committee was to leave the budget as is. Laura agreed to work with Kellye to add a footnote explaining where the expenditures would be made.

**[Partially approved]** Sheriff (10-43), 2 deputies, \$161,852 - Jack stated that if he could add one deputy by not hiring a .5 FTE Records Clerk, that would bring the patrol to a minimum acceptable level, help keep costs down, and help the county be more successful in labor negotiations. Leslie moved to restore \$63,011 in discretionary revenue and re-allocate the money from a .5 FTE Records Clerk to a deputy; Mary seconded the motion. Leslie noted that the Board could add position authority for an additional deputy later if the county receives Title III funding.

Chris said that the sheriff has done a great job in managing his budget, but it is important to take a long-term approach and find the middle ground between taking too much and giving too much. Kathy stated that all departments are trying to be prudent with their budgets, and she doesn't want to favor Teamsters employees over YCEA employees in how the limited discretionary dollars are allocated. She suggested looking county-wide for ways to save money in the way business is done. She thanked Jack for cooperating with HHS and supporting mental health services in the jail.

The motion passed with Leslie, Kathy, Mary, and Shelley voting yes and Mike and Chris voting no. The consensus of the committee was to allocate any Title III funding to a forest patrol deputy.

The meeting recessed at 12:26 p.m. and reconvened at 2:00 p.m.

Court Security - Laura stated that the circuit court judges are concerned about the lack of security and screening in the courthouse, and one of the unions is proposing hazard pay as long as there is no screening. She said that the proposed budget retains status quo services, and she discussed the costs of increasing the level of service. She stated that the Board and administrative staff feel that it is important to keep the atmosphere of the courthouse as being the public's building, since many citizens come in for services other than the courts. Mary stated that the Board is reluctant to discuss the issue more at this time because it is a negotiating issue, but will keep the group posted.

Video Lottery (Economic Development)

**[Redirected] Homeward Bound, \$5000 request:** Leslie stated that she doesn't believe the request from Homeward Bound is an appropriate use of video lottery funds. Mary moved to ask the sheriff to follow up on a request to use \$5000 from the Spay/Neuter line in the Dog Control budget as a donation to Homeward Bound for its grant match; Chris seconded the motion. The motion passed with unanimous meows.

**[Partially approved] Chehalem Valley Chamber of Commerce (CVCC), \$8000 request:** Mary stated that the proposed wine education center would help other industries as well as the wine industry, as it will bring tourists in and direct them to lodging, restaurants, wineries, etc. Chris said that it has an element of economic development, but it would be difficult to measure, and there are already wineries that provide a similar service. Michael stated that it wouldn't generate any new jobs other than the one person staffing the center, but it would help the tourism industry. He recommended that the county provide a match to any donations from the American Viticultural Association (AVA).

Mary moved to approve an allocation of \$8000 to CVCC; Michael seconded the motion. Kathy and Shelley agreed that the project is not really economic development and the funding should come from the industry. Leslie stated that she thinks it is economic development because it promotes tourism, but she would prefer to provide match funding since it is industry-specific. The motion failed, Mary and Michael voting yes and Kathy, Leslie, Shelley, and Chris voting no.

Kathy moved to provide a challenge match of up to \$2000 for CVCC as it seeks funding from other sources; Shelley seconded the motion. The motion passed with Leslie, Kathy, Mary, Michael, and Shelley voting yes and Chris voting no. Chris stated that he doesn't believe it is right to fund ongoing operations for any association without seeing some sort of metrics showing economic development.

**[Approved] McMinnville Economic Development Partnership (MEDP), \$20,000 request:** Michael moved to approve a total allocation of \$20,000 to MEDP, stating that out of all the requests, this most clearly falls under economic development; Chris seconded the motion. Kathy said that she would like to see even more focus on communities outside of McMinnville. Jody Christensen stated that MEDP's doors are open to any business, and it will answer questions and connect businesses. She said that MEDP hasn't had the opportunity to really market that, but this grant will allow it to get out more to other communities. The motion passed unanimously.

**[No change] Newberg Downtown Coalition, \$10,000 request:** The consensus of the committee was to leave the allocation at the budgeted amount of \$5000.

**[Tabled] Rails With Trails:** Leslie stated that Ken Wright did not ask for a specific amount, but

asked the county to start setting aside some funding toward the purchase of the rail line. She said that a study done years ago showed that rail access would benefit Yamhill County, both for passengers and freight. Chris stated that he likes the concept, but no real numbers were provided and the concept doesn't seem feasible at this point. He said that there are companies right now that could use the freight line. Leslie stated that there would be video lottery money left unallocated in the budget, and this discussion could be postponed until the county sees what funding can be secured from other jurisdictions. The request was tabled.

**[Tabled] Oregon Lithoprint:** Leslie stated that the concept sounds good, but she isn't sure if it falls under economic development. Shelley said that since this is a service being provided by a business, the county would need to have someone else show that there is a need for the service. Michael added that if it really is a good idea, there should be some evidence of support. The committee agreed to table the request and ask Jeb Bladine to flesh out the concept and seek other support.

**[No change] Your Community Mediators, \$23,300 request:** Shelley stated that she was surprised that the Juvenile Department's need for the mediators did not seem as high as she'd expected, based on the level of services YCM said it was providing. Chuck said that YCM started out as a true volunteer service, but is now charging for services, and the department's volunteer schedule is full. Mary stated that this is a good service, but the Juvenile Department doesn't have the money in its budget and she believes \$10,000 is a fair contribution from the county. She noted that the allocation was increased last year from \$8000 to \$10,000. Chris suggested that YCM talk with the Juvenile Department to see if there is a way that the mediators could better meet the department's needs. The consensus was to leave the allocation at the budgeted amount of \$10,000.

**[Denied] Greater Yamhill Watershed Council, \$2500 request:** Mary stated that this would have to come from the General Fund, and the county doesn't have the money this year. Leslie stated that for years the county made a huge contribution by providing free rent, utilities, and phone service. Michael said that he would consider a contribution in the future if the council put together a real program and came back with a one-time venture. The consensus of the committee was to deny the request.

**[Denied] National Alliance on Mental Illness (NAMI), \$2000 request:** Leslie clarified that this request is for NAMI's walk and is actually for this fiscal year. Mary stated that she would be willing to write a personal check in support of the cause, and collect personal contributions for NAMI from anyone else who wants to do the same.

**[Denied] Oregon Water Resources Department, \$5000 request:** Mary stated that this is related to economic development, but the county hasn't contributed funding in years because they are state mandates. The consensus of the committee was to deny the request.

Compensation Committee Recommendations - Shelley reviewed the following three recommendations from the Compensation Committee:

- a. Increase the commissioners' salaries by 3%;
- b. Increase the sheriff's salary as needed to meet statutory requirements;
- c. Keep all other elected officials' salaries at their current rate.

Michael stated that the 3% increase is earned and deserved by the commissioners. Laura stated that this would require the addition of some discretionary revenue into the commissioners' budget. Chuck stated that the additional cost would be \$6000 to \$10,000, including roll-ups.

Leslie said that if the commissioners agree to the increase, it would come out of the Reserve for Future budget. She said that the commissioners' salaries have been flat for a long time, and it is nice to

hear that the Compensation Committee sees the value of the commissioners. She added that the commissioners have deliberately not asked for an increase in recent years because of the poor economic times, and the county has had some success with asking unions and staff to take salary freezes as well, but it can reach a point where the salaries get too far behind.

Mary said that she would never have asked for a salary increase, but it is not a good precedent for an organization like the county to have staff members earning a higher salary than the commissioners who have nowhere near the workload and responsibility. She said that 3% is a minimal increase and won't affect whether or not people run for the office.

Kathy moved to accept all three recommendations of the Compensation Committee; Mary seconded the motion. The motion passed unanimously.

Approval of budget and tax rate - Mary moved to approve the budget as amended, with a total budget amount of \$84,787,011, and set the tax rate at \$2.5775 per thousand dollars assessed value; Michael seconded the motion. The motion passed unanimously.

The meeting adjourned at 3:08 p.m., with the next meeting scheduled for June 1, 2012, at 1:30 p.m.

Prepared by Anne Britt

YAMHILL COUNTY BUDGET COMMITTEE

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Shelley Halleman, Secretary



# BUDGET COMMITTEE

## Attendance Roll for meeting records

Meeting: Informal \_\_\_\_\_ Formal \_\_\_\_\_ Public Hearing  Date 5/7/12

PLEASE PRINT  
Name

PLEASE PRINT  
Complete Address

PLEASE PRINT  
Subject

Steve Patterson	2350 NW CRIMSON COURT	Y Community Med Tables
Renee Vorn	935 NE COWLS MRL	YCM
MARLENA BELHAM	621 SE RUMMEL ST	YCM
Luke Westphal	237 Ford St Suite 9 97128	Greater Yamhill watershed council
MARCY McDOWELL	1750 NW MEADOWS DR <sup>MAR 97128</sup>	Home ward Bound PETS
JAY DISBROW	515 E MAIN ST YAMHILL 97148	Home ward Bound PETS
Rocky Houston	725 SUMMER ST NE SE.C Salem	Rail to Trail
David Rieker	16220 Muddy Valley	GYWC
LINDA MENDON	12395 SE WESPECT RD/DAYTON	FUNDING FOR SPRL/NETEL
JORDY CHRISTENSEN	417 NW Adams	Budget
Amy Jauron	" ... "	" ... "
ANGEL A. AQUINO, JR.	705 SE NECKER RD. DAYTON	Comm. member
AMY BISSONNETTE	337 E. Polk St. Carlton	CASA
Antoinette Marcel	P.O. Box 1152 McM.	Funding Spay/N.
Jan Urton	10876 NE Hemlock Pl Dundee	NAMI member
FAITH GERSTEL	592 SE EDWARDS Dundee	NAMI YAMHILL
John Collins	PO Box 57 Dayton OR 97114	DCDA Request





"Excellence In Service"

**Sheriff Jack Crabtree**

# Yamhill County Sheriff's Office

Yamhill County Courthouse  
535 N.E. 5<sup>th</sup> Street, Room 143, McMinnville, Oregon 97128-4595

Email: sheriff@co.yamhill.or.us

Business Office (503) 434-7506 • Fax: (503) 472-5330  
Jail (503) 434-7507  
Emergency 911

## MEMO

To: BOC & Budget Committee  
From: Sheriff Jack Crabtree  
Date: 05-08-12  
Re: Requested Add-back for Fund 10-43-Patrol

**Deputy Sheriff positions (10-43-404.02 Step 3 deputy position is \$80,926.)**

I am requesting the add-back of 2 rural deputy positions to the Patrol Division. The Patrol staffing levels have gone from 16.44 in 2008 to 15 in the submitted budget before you.

This current proposed level of 15 deputies will put people's safety at risk. The absolute minimum level, needed to respond 24 hours/ 7 days a week is 17 rural patrol deputies. This minimum level will provide deputy coverage for rural deputy shortage due to sickness and injury, court/ grand jury time, and the training deployments for our active military men and women.

I have had a total loss of 4 deputies over the last 5 years. Even though many of those were due to loss in outside contracts, those positions absorbed a large amount of the workload. With the reduction in positions, that workload has now been passed back to the 15 deputies. As the workload increases so does burnout, fatigue, and staffing turnover. Turnover is a major issue in law enforcement as it takes about one year to hire and train a new patrol deputy

As I mentioned before, 15 deputies will put people's safety at risk. That number is not adequate coverage for 100,000 citizens over 718 square miles. Each deputy patrols over two hundred square miles by themselves causing delayed response to calls, which is unacceptable when the deputy's life, or a citizen's life, is threatened. The County is also planning to add a 100-acre park. I support this effort and want to feel comfortable saying we can protect that asset as well as the people that use it.

Therefore, I am requesting the add-back of 2 rural deputy positions to the Patrol Division. I do understand that this is a fiscally challenging time and if the committee cannot find funding for the 2<sup>nd</sup> rural deputy position, I would ask that position authority be granted and if Title III dollars return that those dollars first be designated to that 17<sup>th</sup> rural deputy position. In addition, I would ask that any additional Title 3 funding be added back to support Search and Rescue.

*It is the Mission of the Yamhill County Sheriff's Office to provide our citizens with high quality law enforcement services, in an ethical and fiscally responsible manner.*

Exhibit B 1/2 Page 1

YCSO Deputies

	Lafayette	Dayton	Sheridan	Willamina	Forest	Marine	Carlton	Total Contract	Total Deputy	RURAL
2008-2009	.38 (15 hrs) code 1.5-FTE	1-SRO 1-FTE	.5-SRO 2.5-FTE .5-Sgt	.48 (19 hrs) code .5 SRO 1.5-FTE	1-Title 3 1-ATV/Woods	.2 FTE		11.56	28	16.44
2009-2010	.38 (15 hrs) code 1.5-FTE	.6 SRO 1.5-FTE	.5-SRO 2.5-FTE .5-Sgt	.48 (19 hrs) code .5 SRO 1.5-FTE	1-Title 3 1-ATV/Woods	.15 FTE		11.61	28	16.39
2010-2011	.38 (15 hrs) code 1.5-FTE	1-FTE	.5-SRO 2.5-FTE .5-Sgt	.48 (19 hrs) code .5 SRO 1.5-FTE	1-Title 3 1-ATV/Woods	in-kind		10.36	27	16.64
2011-2012	.38 (15 hrs) code 1.5-FTE	1-FTE	.5-SRO 2.5-FTE .5-Sgt	.48 (19 hrs) code .5 SRO 1.5-FTE	1-Title 3 1-ATV/Woods	.2 FTE	.2 FTE	10.76	26	15.24
2012-2013	.38 (15 hrs) code 1.5-FTE	1-FTE	.5-SRO 2.5-FTE .5-Sgt	.48 (19 hrs) code .5 SRO 1.5-FTE	0-Title 3 .64-ATV/Woods	0-FTE		9	24	15

Deliberation		Result
General Requests	Amount	
10-002 Disc		Introductory Discussion/Discretionary Revenue (509,186)
21-45 Comm Corr	10,000	Pre-trial Release Officer
21-45 Comm Corr		Specialty Courts
10-24 Veterans		Moving from Admin to HHS/Add Back 10,441 to make whole
10-41 Jail		Increase RN3 FTE by .25
10-43 Search and Rescue		Funding for S&R if O&C restored/dedicate (5,000) in 10-43-511.11
10-43 Sheriff	161,852	2 Deputy Sheriffs (See Memo)
10-43 Sheriff	Alternative	1 Deputy Discretionary & Retain 1 deputy position authority if O&C is Restored (See Memo)
10-86 Court Security		Court Security
Public Request		Public Requests/Video Lottery

Exhibit C 1/1