

**Lane County Budget Committee**  
**Wednesday, May 13, 2020**  
1:30pm – Virtual Meeting

Budget Committee members present: Chair, Herb Vloedman, citizen members: Larry Abel, Chris Hazen, Dawn Lesley, Dale Stoneburg, and Lane County Commissioners: Joe Berney, Jay Bozievich, Heather Buch, Pat Farr and Pete Sorenson

Staff Present: Lane County Administrator, Steve Mokrohisky, Budget and Financial Planning Manager, Christine Moody, Budget Staff, Jill Allen, Tawnya Ellis, Joe Szelesta

Presenting were:

Public Works: Dan Hurley, Public Works Director; Keir Miller, Land Management Manager; Corey Buller, Lane Events Center Manager; Brett Henry, Parks Manager; Jeff Orlandini, Waste Management Manager; Orin Schumacher, Roads Manager; Peggy Keppler, Engineering & Construction Services Manager; Michael Johns, General Services Manager; Lance Englet, Administration Manager

Assessment and Taxation: Mike Cowles, County Assessor

City Counsel: Steve Dingle, Chief Counsel

County Administration: Greg Rikhoff, Director of Operations, and Steve Mokrohisky, County Administrator

Emergency Management: Patence Winningham-Melcher, Program Manager

**I. CALL MEETING TO ORDER**

Chair Vloedman called the meeting to order at 1:42pm

**II. COMMITTEE BUSINESS**

Chair Vloedman asked for revisions to the May 7, 2020 Budget Committee meeting minutes. Larry Abel had some grammatical corrections. Commissioner Buch moved to approve with a 2<sup>nd</sup> from Commissioner Berney. Motion passes unanimously.

**III. PUBLIC WORKS**

Dan Hurley, Director of Public Works, presented the following slides and discussion:

- Public Works department overview noting 8 divisions.
- FY 20-21 overall budget by fund noting less than 1% comes from the general fund.
- FY 20-21 resources noting 1/3 is from fees and charges, and state revenue.

- COVID-19 impact noting all funds are at risk in some way. Decrease in gas taxes, transient room tax, Lane Events Center closure, Parks closure, building and planning permits, solid waste fees, and corner preservation revenues.
- FY 20-21 expenditures are up by 14.5% due to capital expense.
- Future challenges and opportunities noting transportation assets, storm water, economic stability, climate action plan, waste processing.
- Mr. Hurley shared how Public Works fulfills the Lane County Strategic Plan.
- Leadership team picture slide.
- Key partnerships: street maintenance agreements, stormwater service agreements, Greater Oregon Fleet Cooperative, Lane Radio Interoperability Group (LRIG), Friends of Buford Park, Mount Pisgah Arboretum, Central Lane Metropolitan Planning Organization, and BRING.

Keir Miller, Land Management Manager presented the following slides and discussions:

- Land Management division overview. 37.00 FTE with FY 20-21 resources \$6,900,270 and expenses \$6,701,948. Mr. Miller noted permit activity reduced by 67% during early COVID-19 it has picked back up.
- Highlights of FY 19-20.
- Future challenges and opportunities noting no FTE changes, currently holding vacancies, long-term impacts of COVID-19, additional resources for code enforcement, leveraging virtual building inspections.

Corey Buller, Lane Events Manager presented the following slides and discussions:

- Lane Events division overview. 14.50 FTE with FY 20-21 resources \$5,730,686 and expenses \$5,527,615. Mr. Buller noted Lane Events Center is currently shut down due to COVID-19, hoping to open during phase 2.
- Highlights of 19-20
- Future challenges and opportunities noting no FTE changes, master plan process and recovery from COVID-19 impacts.

Brett Henry, Parks Manager presented the following slides and discussions:

- Parks division overview. 20.80 FTE with FY 20-21 resources \$4,720,957 and expenses \$4,732,276. Mr. Henry noted user fees decreasing due to COVID-19.
- Highlights of 19-20.
- Future challenges and opportunities adding 2.0 FTE, recouping lost revenue, deferred maintenance, parks funding task force.

Jeff Orlandini, Waste Management Manager presented the following slides and discussions:

- Waste Management division overview. 88.10 FTE with FY 20-21 resources \$27,207,954 and expenses \$22,734,455. Mr. Orlandini noted customer account increase but decrease in businesses service due to COVID-19.
- Highlights of 19-20.
- Future challenges and opportunities noting no FTE changes, landfill gas reduction, increased opportunities for rural household hazardous waste collections.

Orin Schumacher, Roads Manager presented the following slides and discussions:

- Road division overview. 93.50 FTE with FY 20-21 resources \$209,500 and expenses \$19,302,529. Service impacts decreased by 10-50% due to COVID-19 and seasonal staffing reductions or limitations also due to COVID-19.
- Highlights of 19-20.
- Future challenges and opportunities adding 2.00 FTE, asset management system implementation, mobile operations for data gathering, hitting the target for preservation miles, and urban roadways.

Peggy Keppler, Engineering & Construction Services Manager presented the following slides and discussions:

- Engineering and Construction Services division overview. 53.00 FTE with FY 20-21 resources \$10,530,481 and expenses \$28,233,563.
- Highlights of 19-20.
- Future challenges and opportunities adding 1.50 FTE, budgetary impacts, one-time investment for 30<sup>th</sup> Avenue street light upgrades.

Michael Johns, General Services Manager presented the following slides and discussions:

- General Service division overview. 25.00 FTE with FY 20-21 resources \$9,691,318 and expenses \$15,924,690.
- Highlights of 19-20.
- Future challenges and opportunities adding 0.50 FTE, 1<sup>st</sup> Avenue animal shelter determination, growing technology changes.

Lance Englet, Administration Manager presented the following slides and discussions:

- Administration division overview. 21.00 FTE with FY 20-21 resources \$38,277,293 and expenses \$4,064,187.
- Highlights of 19-20.
- Future challenges and opportunities no FTE changes, recovery from COVID-19 impacts.

QUESTIONS were opened for Public Works.

Dale Stoneburg asked about statutory or department timeline requirements for permits.

Dan Hurley reported 180 days.

Dale Stoneburg asked where the funds were coming from for the proposed FTE's.

Tanya Heaton shared the FTE's are being funded by the road fund.

Larry Abel asked why capital expenses are listed at \$186,000 however, the next page of the proposed document states there are no capital expenses.

Tanya Heaton said she would need to look into it.

Larry Abel asked why engineering and construction services increased 45%.

Dan Hurley reported doing projects for other entities

Larry Abel asked why fleet replacement increased.

Michael Johns reported the increase is due to fleet replacement schedule.

Larry Abel asked why capital expenses increased, but there are no anticipated capital expenses listed.

Tanya Heaton shared in accounting terminology capital outlay refers to vehicles and heavy equipment. There are no capital projects or capital improvement plan scheduled.

Larry Abel asked why land management personnel services decreased but FTE's are the same.

Keir shared this is the first year vacancy variance is being used.

Larry Abel asked why federal revenues are budgeted at zero.

Tanya Heaton shared Lane County doesn't budget for FEMA reimbursement. Declaring revenue from FEMA is done during the supplemental budget process.

Chris Hazen asked for an update on the landfill gas project.

Jeff Orlandini provided a short overview and reported they are working on improvements.

Chris Hazen asked how Public Works prioritizes road improvements.

Dan Hurley reported this is done through two committee's; fatal crash investigation team and systemic engineering implementation team.

Peggy Keppler shared work is done with the transportation advisory committee and preservation of the roads is the first priority measured through the Pavement Condition Index (PCI). There are also Americans with Disabilities Act (ADA) requirements and the Transportation System Plan (TSP) helps with prioritizing road improvements.

Commissioner Bozievich asked for cost of the climate action plan work for FY 19-20 and the projected cost for FY 20-2. He also requested an accounting of the road fund federal dollars reserve use.

Dale Stoneburg reported that he struggling with the addition of 4 FTE when public safety is struggling.

Chris Hazen commented he is looking forward to the asset management program and statistics it will report on.

#### **IV. ASSESSMENT & TAXATION**

Mike Cowles, Director of Assessment and Taxation, presented the following slides and discussions:

- Assessment & Taxation department overview.
- FY 20-21 resources.
- FY 20-21 COVID-19 impact noting property tax dollars for collections, appeals, values and legislation as well as the CAFFA grant.
- FY 20-21 expenditures noting adding 1 FTE.
- Administration division overview. 4 FTE with FY 20-21 resources \$975,510 and expenses \$670,107.
- Appraisal division overview. 21.0 FTE with FY 20-21 resources \$0 and expenses \$2,886,541.
- Property Tax Management division overview. 21.0 FTE with FY 20-21 resources \$449,000 and expenses \$3,300,722.
- Highlights of FY 19-20.
- Future challenges and opportunities. Mr. Cowles shared COVID-19 recovery could impact property taxes. Opportunities include replacement of software and utilizing a mobile assessor software.

- Mr. Cowles shared how Assessment & Taxation fulfills the Lane County Strategic Plan.

QUESTIONS were opened for Assessment & Taxation.

Commissioner Bozievich asked about direct cost charged to the 85 districts who receive money from Lane County taxes.

Mr. Cowles reported none of the 85 districts pay Lane County direct costs.

Commissioner Bozievich asked what the total tax collected last year was and asked how often the appraisals cycle happens for properties.

Mr. Cowles shared it takes around 20 years to cycle back to a property. The certified tax collection was 581 million.

Mr. Bozievich asked about personal business property tax site inspections.

Mr. Cowles reported personal business property taxes are checked and Lane County focuses on all businesses no matter the size.

Discussion was held around collecting money from other entities

Larry Abel asked why direct technology services were down for FY 20-21.

Mr. Cowles reported there is an allocation change.

Commissioner Berney asked what it would take to establish a 1% processing fee to the districts who receive money from Lane County. He shared he would entertain a proposal to the Board of Commissioners.

Mr. Cowles shared it would take an act of legislature.

Commissioner Berney asked how forbearance could affect revenue due.

Mr. Cowles reported the money will come in but it could take longer to receive.

Commissioner Berney asked how property taxes could be effected due to COVID-19.

Mr. Cowles shared a memory of a downturn in the economy where real market value was below the maximum assessed value.

Commissioner Berney asked for charts that show the change in value of property over time.

Mr. Cowles shared there are charts on the Assessment & Taxation website.

Commissioner Berney shared his approval in regards to bringing lockbox services in house as an option instead of contracted services when there is no net difference in cost.

Chris Hazen asked for follow up on the challenges and opportunities in regards to the software for Assessment & Taxation.

## **V. COUNTY COUNSEL**

Steve Dingle, Chief Counsel, presented the following slides and discussions:

- County Counsel department overview.
- FY 20-21 resources noting the indirect plan is the sole revenue source.
- COVID-19 resource impact noting there is no anticipated risk due to COVID-19.
- FY 20-21 expenditures.
- Legal Services division overview. 11 FTE with FY 20-21 resources \$1,788,395 and expenses \$1,937,073.
- FY 19-20 highlights.
- Mr. Dingle shared how County Counsel fulfills the Lane County Strategic Plan.

QUESTIONS were opened up for County Counsel.

Dawn Lesley asked about County Counsel comparison of 11 FTE to other counties that offer only in house counsel.

Mr. Dingle will provide a written response.

Chris Hazen asked if there are any pending matters or unsettled litigations that could affect the County in the future.

Mr. Dingle reported there is one large claim from Behavioral Health which is over 20 million dollars.

Commissioner Berney asked for a chart of year-by-year costs.

The annual risk report shows this. It will be sent out to the committee.

## **VI. COUNTY ADMINISTRATION**

Steve Mokrohisky, County Administrator and Greg Rikhoff, Director of Operations presented the following slides and discussions:

- County Administration department overview noting the following divisions: Administration, Operations, Parole and Probation, and Board of County Commissioners.
- FY 20-21 resources.
- FY 20-21 expenditures noting largest election in Lane County coming in November.
- FY 20-21 COVID-19 resource impact could see an impact due to the ability of the organization to fund the indirect plan. Video lottery is of concern.
- County Administration division overview. 18.75 FTE with FY 20-21 resources \$3,239,271 and expenses \$3,677,316.
- Operations division overview. 63.25 FTE with FY 20-21 resources \$17,559,122 and expenses \$34,955,620.
- Highlights of FY 19-20.
- Future challenges and opportunities noting reduced state and federal funding due to COVID-19 and the opportunity to roll out Equity 2.0.
- Mr. Mokrohisky shared how County Administration fulfills the Lane County Strategic Plan.

QUESTIONS were opened for County Administration.

Commissioner Farr asked how Lane County has done with not reducing take home pay for Lane County staff during COVID-19.

Mr. Mokrohisky shared that working remotely has been effective in keeping employees safe and healthy as well as allowing for no layoffs, furloughs or cuts in pay.

Larry Abel asked about a decrease in operations under facilities but the addition of 4.0 FTE.

Ms. Moody shared she would get information to the committee about this.

Larry Abel asked about special elections revenue decreasing.

Cheryl Betschart, Lane County Clerk, shared it is due to the cycle based on major and non-major election years.

Larry Abel asked about agency payments increasing.

Mr. Rikhoff said he would provide a written response.

Larry Abel asked about technological services being negative.

Ms. Moody shared this is due to a reconciliation from FY 18-19. TS gives a credit back for services that were budgeted but didn't happen.

Larry Abel asked about department support direct going to zero.

Ms. Moody shared this is a charge from Public Works and it is no longer in the Administration budget.

Chris Hazen asked about the impact of efficiency on quality of facilities management. He also asked about the Lane Events center being utilized for shelter during COVID-19.

Mr. Rikhoff noted the 2019 facilities study which showed concerns about quality of service.

Robert Tintle shared the facilities audit was done by an expert in facilities and reported a lack in preventative maintenance due to staff levels.

Mr. Mokrohisky shared many Lane Events Center buildings are being utilized during COVID-19 for housing and the newly purchased VA clinic will serve as a long term shelter during recovery from COVID-19 which allows for the Lane Events Center to be rented.

## **VII. EMERGENCY MANAGEMENT**

Patence Winningham-Melcher, Emergency Management Program Manager, presented the following slides and discussions:

- Emergency Management department overview.
- FY 20-21 resources.
- COVID-19 resource impact noting funds pertaining to Emergency Management are not at risk from COVID-19.
- FY 20-21 expenditures. 2.50 FTE with FY 20-21 resources \$466,894 and expenses \$480,688.
- COVID-19 service impacts noting the longevity of the Emergency Operations Center having an impact on day-to-day operations.
- FY 19-20 Highlights.
- Future challenges and opportunities noting no FTE changes and COVID-19 recovery efforts being long term.

**VIII. COMMITTEE BUSINESS**

Next Budget Committee meeting is May 14<sup>th</sup> at 2:00pm.

**IX. ADJOURN**

Committee Chair Vloedman adjourned the meeting at 4:58pm.

*Note: A webcast (the “official” record of the meeting’s events) is available at:  
[https://lanecounty.org/how\\_do\\_i/view/webcasts](https://lanecounty.org/how_do_i/view/webcasts)*