

Board of Commissioners

Function & Organization:

To provide the legislative and executive functions to ensure the legal and efficient administration of county affairs including enactment of legal ordinances, orders, resolutions, and agreements; budgeting, and appointments to citizen boards and committees. To provide for the administration of the county organization, including policies, information distribution and cooperation with other public agencies and organizations.

Board of Commissioners

Annabelle Jaramillo - 2007 Chair
Jay Dixon
Linda Modrell

Vance Croney, County Counsel
Margaret Kotyo, Office Manager

Office Location:

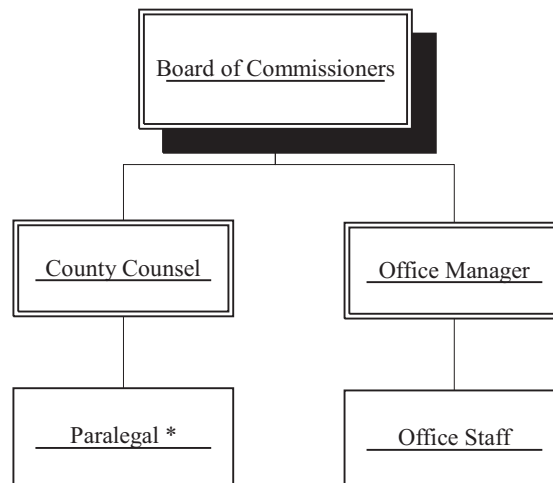
Benton Plaza
408 SW Monroe
Corvallis, OR 97333

Telephone:

(541) 766-6800

Organization Chart:

Board of Commissioners Department



* Also assists BOC Office Staff

Budget Summary

Board of Commissioners - All Funds

Resource / Expense Category	2003-04 Annual Actual	2004-05 Annual Actual	2005-07 Biennium Adopted	2005-07 Biennium Adjusted	2007-09 Biennium Adopted	% Change Over Adjusted
General Revenues	972,170	843,214	2,132,279	2,279,658	1,860,082	-18.4%
Charges for Service	97,427	51,241	100,000	100,000	527,000	427.0%
Operating Grants/Contributions	56	325	-	-	-	--
Capital Grants/Contributions	-	-	-	-	-	--
Internal Fund Transfers	-	-	-	-	-	--
Loans	-	-	-	-	-	--
Current Revenues Total	1,069,653	894,780	2,232,279	2,379,658	2,387,082	0.3%
Unrestricted Beginning Balance	-	-	-	-	-	--
Dedicated Beginning Balance	1,340	-	1,000	1,000	6,408	540.8%
Capital Beginning Balance	-	-	-	-	-	--
Beginning Balance Total	1,340	-	1,000	1,000	6,408	540.8%
 Total Resources	 1,070,993	 894,780	 2,233,279	 2,380,658	 2,393,490	 0.5%
Personnel Services	728,798	641,969	1,564,622	1,564,622	1,633,642	4.4%
Materials & Services	342,195	249,611	667,657	815,036	759,003	-6.9%
Capital Outlay	-	-	-	-	-	--
Other: Internal Fund Transfers	-	-	-	-	-	--
Other: Loans	-	-	-	-	-	--
Other: Debt Principle	-	-	-	-	-	--
Other: Debt Interest	-	-	-	-	-	--
Expenditures Total	1,070,993	891,580	2,232,279	2,379,658	2,392,645	0.5%
Other: Contingency	-	-	-	-	-	--
Other: Reserve for Future Years	-	-	1,000	1,000	845	-15.5%
Other: Unappropriated Balance	-	-	-	-	-	--
Other Total	-	-	1,000	1,000	845	-15.5%
 Dedicated Rev. Surplus/(Deficit)	 -	 3,200	 -	 -	 -	
Full-Time-Equivalent (FTE) by Type						
Regular (Greater than .50 FTE)	9.60	9.60	9.10	9.10	9.10	0.0%
Temporary Hire	0.30	0.30	0.30	0.30	0.30	0.0%
Personnel Distribution by Fund						
General	7.90	9.90	9.40	9.40	9.40	0.0%
Management Services	2.00	-	-	-	-	--
Total Personnel (FTE)	9.90	9.90	9.40	9.40	9.40	0.0%
Expenditures by Fund						
General	877,334	891,580	2,232,279	2,379,658	2,392,645	0.5%
Management Services	193,659	-	-	-	-	--
Total Expenditures	1,070,993	891,580	2,232,279	2,379,658	2,392,645	0.5%
Reserve Distribution by Fund						
General	-	-	1,000	1,000	845	-15.5%
Other (Reserve) Total	-	-	1,000	1,000	845	-15.5%

Budget Note:

Before a re-organization in 2004 that separated the Board of Commissioners from the Administrative Services Department, County Counsel budget existed in the Management Services Fund. The dedicated balance and reserve are associated with dedicated funds in the county law library which is managed by county counsel.

Board of Commissioners

Board of Commissioners - General Fund

Purpose:

Three elected commissioners serve as the governing body and Chief Executive Officer of the County. As the governing body, they enact ordinances, orders, resolutions, and agreements; set policy for the County's operations and direction; and act as a quasi-judicial body to rule upon land use and other decisions. As the Chief Executive Officer, they appoint and oversee non-elected department heads, and set budget, human resources and financial policies of appointed and elected officials. They establish strategic plans and goals, promulgate information to the public, and foster cooperation with other public agencies and organizations.

Resource / Expense Category	2003-04 Annual Actual	2004-05 Annual Actual	2005-07 Biennium Adopted	2005-07 Biennium Adjusted	2007-09 Biennium Adopted	% Change Over Adjusted
General Revenues	777,172	-	1,666,843	1,831,093	1,868,976	2.1%
Program Income	51,288	-	-	-	-	--
Beginning Balance	-	-	-	-	-	--
Resources	828,460	-	1,666,843	1,831,093	1,868,976	2.1%
Personnel Services	549,405	455,130	1,149,510	1,149,510	1,244,887	8.3%
Materials & Services	279,055	182,596	517,333	681,583	624,089	-8.4%
Capital Outlay	-	-	-	-	-	--
All Other	-	-	-	-	-	--
Budget Total	828,460	637,726	1,666,843	1,831,093	1,868,976	2.1%
Full-Time-Equivalent (FTE) by Type						
Regular (Greater than .50 FTE)	n/a	7.60	7.10	7.10	7.60	7.0%
Temporary Hire	n/a	-	-	-	-	--

Accomplishments:

- Reduced the 2006 Tax Rate for the Jail Space Rental Local Option Levy
- Successfully completed the county's first biennial budget
- Gathered a group of leaders from throughout the county to develop solutions to the pending General Fund revenue shortfall (named the General Fund Revenue Solutions group)
- Convened local agencies for a two-day work session on "Children of Incarcerated Parents" to begin community-wide steps to serve those children in Benton County who are impacted
- Realized the completion of the Alsea Community Center and Library project
- Appointed an Insurance Commission to review health insurance options for county employees
- Established the Community Health Clinic
- Invigorated a community-wide education campaign to inform residents about county services
- Approved a new 20-Year Population Projection for the City of Adair Village
- Amended Chapter 34 of the Benton County Code to address a process for Measure 37 claims
- Began a local partnership with Benton County property owners and state agencies for a Habitat Conservation Plan to assess habitat for certain threatened or endangered species
- Send a letter to elected representatives in Benton County regarding the local impact of the Iraq War
- Co-located Public Safety Records with the City of Corvallis which was part of eight measures that were initiated
- Adopted a revised and updated Comprehensive Plan

In 2006:

- Held 72 Tuesday Board meetings and work sessions.
- Held 324 other publicly noticed meetings with Department Heads, local agencies, other government agencies, and special meetings.
- 126 Measure 37 applications in the queue for eventual Board review
- Conducted 60 Measure 37 hearings that required an additional 65 actions (scheduled on a Board agenda for further follow up or adoption of findings)
- Enacted 13 Ordinances
- Convened the General Fund Revenue Solutions group 7 times

County Counsel

Board of Commissioners - General Fund

Purpose:

Counsel provides legal advice to the Board of Commissioners and county officials on civil matters and represents the county in all civil administrative and enforcement proceedings. Counsel drafts ordinances, reviews contracts and other agreements.

Resource / Expense Category	2003-04 Annual Actual	2004-05 Annual Actual	2005-07 Biennium Adopted	2005-07 Biennium Adjusted	2007-09 Biennium Adopted	% Change Over Adjusted
General Revenues	-	-	461,373	444,502	(8,894)	-102.0%
Program Income	56	325	-	-	426,000	--
Beginning Balance	-	-	-	-	-	--
Resources	56	325	461,373	444,502	417,106	-6.2%
Personnel Services	170,155	177,791	394,437	394,437	367,842	-6.7%
Materials & Services	23,610	28,023	66,936	50,065	49,264	-1.6%
Capital Outlay	-	-	-	-	-	--
All Other	-	-	-	-	-	--
Budget Total	193,765	205,814	461,373	444,502	417,106	-6.2%
Full-Time-Equivalent (FTE) by Type						
Regular (Greater than .50 FTE)	n/a	2.00	2.00	2.00	1.50	-25.0%
Temporary Hire	n/a	-	-	-	-	--

Accomplishments:

- Provided continual advice to HR and Sheriff’s Office regarding employment and labor law issues
- Worked with planning staff to revise development code
- Worked with health department to devise method of contracting for wholesale medical supplies
- Successfully defended tax appeal case
- Worked with planning staff on Measure 37 claim process and claims review
- Revised county contract code

Objectives:

- Work with planning staff on land use applications arising from Measure 37 waivers
- Work with planning commission on Measure 37-related land use issues
- Maintain 99% rate for contract turnaround within 3 days
- Locate and participate in law enforcement labor related educational training

Law Library

Board of Commissioners - General Fund

Purpose:

Maintain legal reference materials available to the legal community and citizens. The office of County Counsel oversees the Law Library.

Resource / Expense Category	2003-04 Annual Actual	2004-05 Annual Actual	2005-07 Biennium Adopted	2005-07 Biennium Adjusted	2007-09 Biennium Adopted	% Change Over Adjusted
General Revenues	-	-	4,063	4,063	-	-100.0%
Program Income	46,139	51,241	100,000	100,000	101,000	1.0%
Beginning Balance	1,340	-	1,000	1,000	6,408	540.8%
Resources	47,479	51,241	105,063	105,063	107,408	2.2%
Personnel Services	9,237	9,048	20,675	20,675	20,913	1.2%
Materials & Services	39,532	38,992	83,388	83,388	85,650	2.7%
Capital Outlay	-	-	-	-	-	--
All Other	-	-	1,000	1,000	845	-15.5%
Budget Total	48,769	48,040	105,063	105,063	107,408	2.2%
Full-Time-Equivalent (FTE) by Type						
Regular (Greater than .50 FTE)	n/a	-	-	-	-	--
Temporary Hire	n/a	0.30	0.30	0.30	0.30	0.0%

Accomplishments:

- Successfully maintained material collection despite steady cost increases and static funding source

Objectives:

- Continue to refine and streamline law library materials and direction
- Maintain updated and relevant resources in face of increasing materials costs

- The law library is funded by a fee set by state law. The fee is collected at the time of filing civil cases in state court.

