



# Oregon

Theodore R. Kulongoski, Governor

**Department of Land Conservation and Development**

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EXHIBIT:  
LAND CONSERVATION & DEVELOPMENT  
COMMISSION  
DATE: Aug. 9, '07  
PAGES: 4  
SUBMITTED BY: DLCD staff

**AGENDA**  
**LCDC BUDGET AND MANAGEMENT SUBCOMMITTEE**  
**Agriculture Building, Basement Hearing Room**  
**635 Capitol St. Ste 150**  
**Salem, OR 97301**

Thursday, August 9, 2007 (8:00 a.m.)

1. Call to Order
  
2. Agency Business Report
  - Budget Report
  - Business Manager Approvals
  
3. Adjourn





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August 3, 2007



TO: LCDC Budget and Management Subcommittee

FROM: Teddy Leland, DLCD Operations Services Division Manager  
Shawn Range, DLCD Fiscal Analyst 2

SUBJECT: Agency Business Report for August 9, 2007, BAM Subcommittee Meeting, 8 a.m.  
Agriculture Bldg., Basement Hearing Room, 635 Capitol St Ste, Salem, OR 97301

### **Budget Information for 2005-07**

The department's 2005-07 biennial budget is coming to a close. The General Fund reversion at this time is dependent upon the department's vacancy rate; local jurisdiction requests for grant payments; Measure 37 activities-specifically Attorney General expenditures; and requests for payment made by personal service contractors. Because final expenditures for 2005-07 will not be available until late August 2007, a final 2005-07 expenditure report with accompanying final reversion rate will be submitted for your review at your next LCDC BAM Subcommittee meeting.

### **Budget Information for 2007-09**

The department is currently preparing for audit of its 2007-2009 Legislatively Adopted Budget. Once the audit occurs by the Department of Administrative Services, Budget and Management Division, more information will be available. In the meantime, the department's anticipated 2007-09 LAB is summarized as follows:

	<b>General Fund</b>	<b>Other Funds</b>	<b>Federal Funds</b>	<b>Total Funds</b>	<b>POS/FTE</b>
Planning & Administration	13,241,949	798,687	4,741,306	18,781,942	78/68.21
Grants	2,720,632		1,621,763	4,342,395	
<b>Grand Total</b>	<b>15,962,581</b>	<b>798,687</b>	<b>6,363,069</b>	<b>23,124,337</b>	<b>78/68.21</b>

The grand total summarized above includes several policy packages that were modified during this last phase of budget development. As a result, final audit of policy packages is yet to occur. Preliminary calculations indicate the following amounts for each policy package:

Policy Package 101, Measure 37:	\$4,999,089 GF, 16 Pos, 10.5 FTE
Policy Package 102, Flood Hazard Map Modernization:	\$ 386,318 FF, 3 Pos, 2.50 FTE
Policy Package 103, 30-Year Land Use Review:	\$ 350,000 GF, 2 Pos, 2.00 FTE

(Limited funding approved with redirection of staff to other activities authorized.)

Policy Package 301, General Fund Grants	\$ 500,000 GF
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A special purpose appropriation of \$1,500,000 General Fund was set aside in the Emergency Fund for Attorney General costs enabling the agency to process Measure 37 claims for compensation.

The Legislature approved the department's recommended changes for key performance measures. The reporting on these revised key performance measures will occur in the September 2008 Annual Performance Progress Report.

One Budget Note was approved by the legislature for the department. It reads as follows:

Unincorporated urbanized area public services and facilities are provided by several different governmental and special service district units. Failure among these agencies to develop long range unified public facilities plans have resulted in a fragmented and costly approach to service system delivery and construction. Consequences of this lack of coordinated planning and programming are apparent in the urban and urbanizable areas. An additional \$500,000 General Fund is provided in this budget to provide grants to local governments to develop coordinated plans for efficient and sustainable service delivery in unincorporated and urbanizing urbanized areas. The Department of Land Conservation and Development is directed to provide to the Emergency Board by December 2008 a report on the grants awarded during the biennium with documentation of the amounts of grants expended.

Lane Shetterly, Director, was provided the opportunity to clarify this Budget Note and the availability of funds at the April 18, 2007, Ways and Means Subcommittee on Natural Resources.

#### **2005-07 Business Manager Approvals**

I have reviewed and approved June and July 2007 time reporting for Director Lane Shetterly. These timesheets will be provided to you for your review and signature at your August 9, 2007, meeting. There are no travel claims for your review.

#### **2007-09 Key Performance Measures**

At your request, the full Commission will continue to assess its ability to meet the Boards and Commissions Governance Key Performance Measure, i.e. "The Best Practices" measure. The Commission must report on this measure by September 2008 through the Annual Performance Progress Report.

At its August 9, 2007, meeting, the commission members will discuss the initial results of its self evaluation and discuss if further revision of the best practices criteria definitions, as approved at its June 2007 meeting, are necessary.

The tentative timeline for implementation of this key performance measure is as follows:

- August 9, 2007: LCDC discusses its annual self evaluation (Attachment A). LCDC would then work over the coming year toward meeting its 2008 100% target.
- October 3-5, 2007: LCDC approves submittal of September 2007 Annual Performance Progress Report which includes all department performance measures.
- October 6, 2007: Department submits its Annual Performance Progress Report.
- November 2007 through June 2008: LCDC prepares to meet its 100% target for 2008.
- June through August 2008 (or earlier): Commission holds executive session. Commission evaluates its Director. Commission prepares the annual Self Evaluation (Attachment A).
- September 2008: LCDC approves Annual Performance Progress Report and meets legislative target for implementation of Boards and Commissions Governance Key Performance Measure.

cc: Satish Upadhyay, BAM Analyst  
Susan Jordan, LFO



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