

25 April, 2023

MEMO TO: Residents of the Clackamas County Extension and 4-H Service District, Budget Committee and Board of County Commissioners

Presented today, is the Fiscal Year 2023-2024 budget for the Clackamas County Extension and 4-H Service District in accordance with Oregon Local Budget Law. Local Budget Law provides that a unit of government must establish a budget and/ or declare a levy if it intends to impose property taxes.

The Clackamas County Extension and 4-H Service District was created in November 2008 by voter approval in Clackamas County. The District includes all incorporated and unincorporated jurisdictions in the county except Johnson City. The Clackamas County Board of Commissioners act as the District's governing body. The District, in collaboration with Oregon State University (OSU) Extension - Clackamas, brings the expertise of our faculty and staff, and the resources of the university to our county. Extension's informal education programs are developed with local residents to address their needs and solve their problems by leveraging the most up-to-date science, based on university research. The overall goal of our work in the county is to improve our residents' lives through practical, solution-oriented, research- based education.

In January, the OSU Extension - Clackamas office, in conjunction with North Willamette Research and Extension Center (NWREC), published our annual community report and circulated approximately 180K postcards to all residents and 40,000 paper copy to readers of weekly newspapers throughout the county. The report tells the story of OSU Extension - Clackamas during the past year in our county. It reflects our program accomplishments, work of faculty, staff, and volunteers, and how we strive to make a difference in residents' lives. The report represents an important measure of accountability we provide every year to the residents of the county who entrust fiscal accountability and help fund the services OSU Extension- Clackamas brings to the community.

The Clackamas County Extension and 4-H Service District functions to levy property taxes, collect revenue, and pass it on to Oregon State University Extension- Clackamas to fund education programs, services, and research activities specifically targeted to and for Clackamas County. The District works to ensure funding is focused on programming and education as well as provide community support when and where we are needed.

Guidelines for managing and delivering Extension programs funded through the District are defined by the current Intergovernmental Agreement between Clackamas County and Oregon State University approved in March, 2010 and since renewed. The Clackamas County Extension and 4-H Service District budget, as presented today, includes the imposition of the maximum permanent property tax rate approved by voters thirteen years ago. This rate is \$0.05 per thousand dollars of assessed property valuation. Current tax revenue for the District during FY2023-2024 is projected to generate \$2,998,906 at a 95% collection rate for current year revenue of \$2,848,961. In addition to current property tax revenue, anticipated delinquent tax payments and interest is \$25,000 and investment interest income is \$111,236. The estimated

beginning fund balance for FY2023-2024 is projected to be \$11,123,591. The year's total of expected resources will be \$14,112,341, which includes the savings for the building fund. On the expenditure side, payments budgeted for distribution to Oregon State University Extension - Clackamas for operations during the coming fiscal year total \$2,257,818. The balance of the base budget includes funds earmarked for the design and construction of a new Clackamas Extension Education Center of \$11,688,151 (note: \$7,000,000 was reserved for the building through FY22; less \$706,501 that has already been spent on the project through FY22). Finally, an additional \$149,437 is budgeted into a contingency line.

Faculty and staff have worked to transition out of the COVID pandemic and begin in-person classes, field days, and workshops in every program to meet the needs of the community. The 4-H program conducted a Farm to School Ag day at NWREC for all third-grade classes in the Canby School District. Forestry continued outreach to 85 landowners with the distribution of over 109,000 tree seedlings and provided youth education at the demonstration forest. Family and Community, Health (FCH) distributed information to several community Farmers Markets and offered Double Up Food Buck (DUFEB) SNAP dollars to be used at the markets for fresh fruits and vegetables. FCH also purchased home canning equipment to update and stock the Library of Things at six county libraries to include food preservation publications in both English and Spanish. The Master Gardener volunteers grew and donated over 4,815 pounds of vegetables to local food bank as well as conducted 10- Minute University classes via webinars throughout the year. We are always prepared to be available when needed, and our volunteers are as well.

The Clackamas Extension Education Center building project is on hold as of this report. We are reassessing the scope of the project and looking for a location.

We respectfully request that the Budget Committee approve this Clackamas County Extension and 4-H Service District budget and property tax levy for Fiscal Year 2024, as presented.

Sincerely,

DocuSigned by:

Leah Sundquist

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Leah R. Sundquist, Clackamas County Liaison
Clackamas County Extension and 4-H Service District
Oregon State University Extension- Clackamas County

DocuSigned by:

Angela Sandino

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Angela Sandino, North Willamette Regional Director
Oregon State University Extension and Engagement Service

DocuSigned by:

gary schmidt

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Gary Schmidt, Clackamas County Administrator
Clackamas County Extension and 4-H District Budget Officer

Clackamas County Extension and 4-H Service District



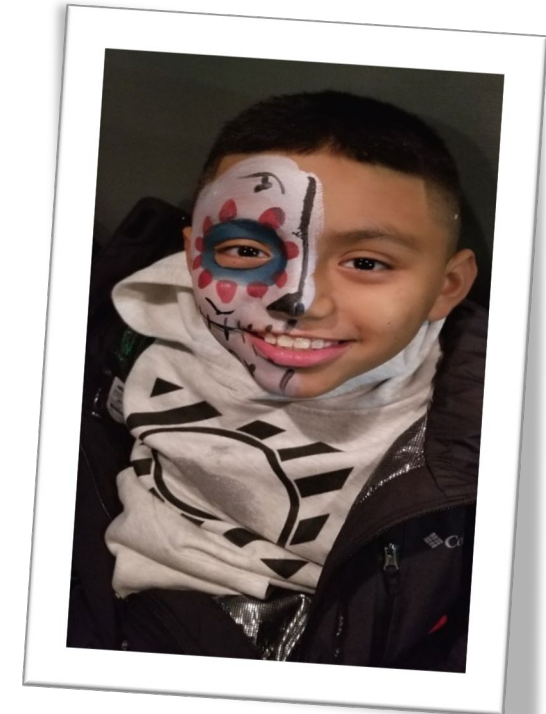
FY 23-24 Budget Presentation

Presented By: Leah R. Sundquist, County Liaison

OSU Extension - Clackamas

Mission, Vision, Core Values, Services

- **Mission:** Partner with the residents and stakeholders of Clackamas County to bring Oregon State University, and our science-based resources, to our communities to address local problems and issues through informal education and community engagement.
- **Vision:** We are community builders. We strengthen the local economy, sustain and enhance natural resources, and promote healthy individuals, families, and communities.
- **Core Values:** Learn by doing. Teach life skills. Promote self reliance, self sufficiency, and resiliency. Develop community leaders.
- **Services:** Informal, non-credit learning classes for adults and youth designed by the people, for the people, and available to everyone in the county.





Performance Clackamas through OSU Extension programs



Build public trust through good government

- Share press releases on events and activities in the community
- Distribute the annual community report to all residents in the county
- Conduct budget meetings with public volunteer members
- Conduct advisory council meetings on program needs with public volunteers
- Prepare 4-H youth to advocate at Legislative days

Grow a vibrant economy

- Offer non-credit course to enhance food security and sustainability in the community
- Support the County Public Health Department and work using the County bluebook as a guide for community course needs
- Emerging Agritourism collaboration with Economic Development office

Build a strong infrastructure

- Collaborating to develop a new plan for an Extension building
- Continuing to save funds to finance the new building

Ensure safe, healthy and secure communities

- Family and Community Health Program and SNAP-Ed teaching classes in the community
- 4-H Youth Development club work, in school and Fair events
- Emergency Preparedness classes in response to need

Honor, utilize, promote and invest in our natural resources

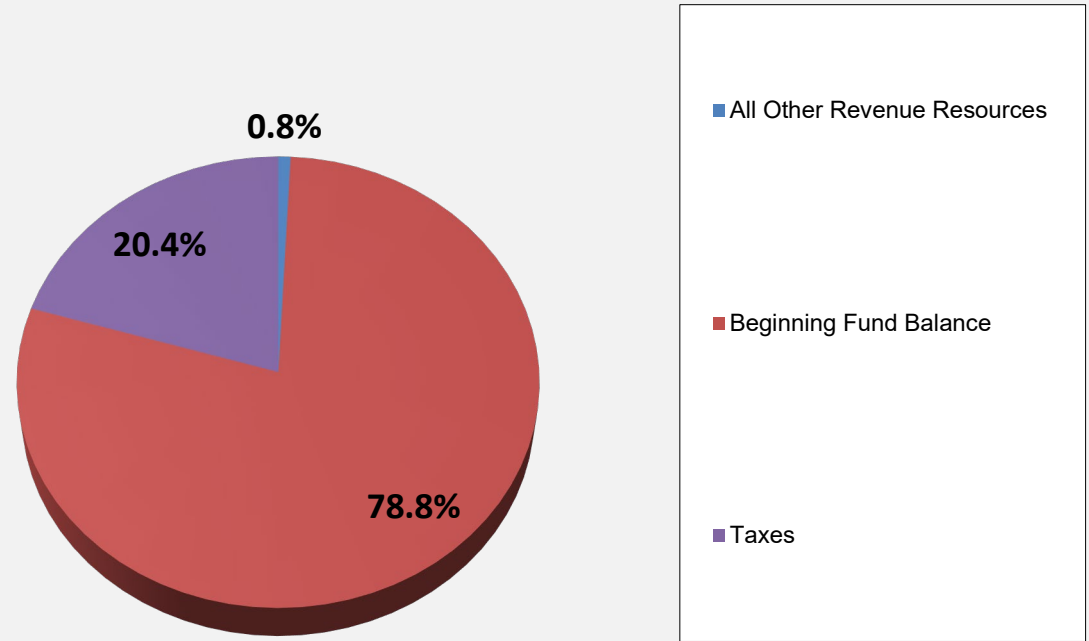
- Conduct Community and Urban Horticulture/Master Gardener and Forestry and Natural Resources Programs
- Three demonstration forests are used to teach youth, teachers, and volunteers about forestry and natural resources, in partnership with Forest Forever Inc and OSU College of Forestry.
- Master Gardeners to work in and teach community gardening skills in three learning gardens.

FY 22-23 Major Accomplishments

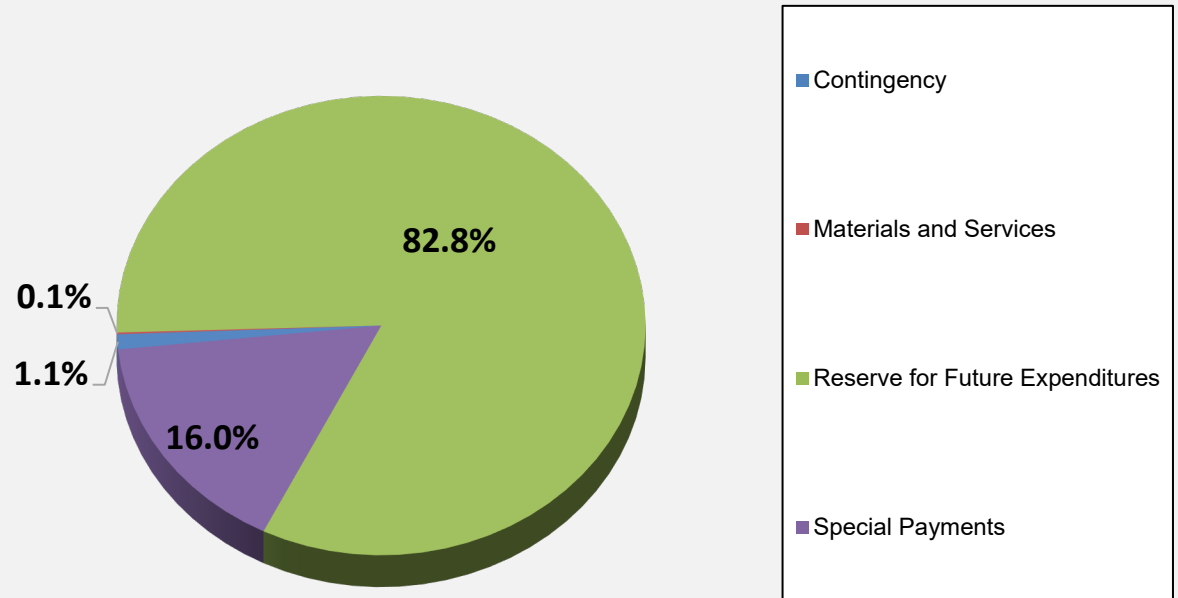
AREA	DESCRIPTION
<p>4-H and Youth Development</p>	<p>Clackamas County 4-H Program supported 103 clubs and independent groups across the county. The club programs reached 844 youth supported by 286 trained volunteers. 603 youth participated in fairs. Trained leaders and other volunteers contributed 41,178 volunteer hours. 104 separate educational programs were offered. Canby 3rd grade students attended an Ag day at North Willamette Research and Extension center (NWREC), and 37 Hispanic teens participated in a Teen to Teachers program and lead cooking classes to Hispanic youth in two communities</p>
<p>Ag and Urban Horticulture</p>	<p>The Small Farms program served 363 Clackamas County small-scale farmers. The 11th annual Small Farms School brought over 170 participants . The program offered a cover crop establishment and seeding workshop at NWREC to improve climate resiliency and soil health. 29 participants (94%) plan to use information to increase cover crop use.</p> <p>The Master Gardener members donated 4,815 pounds of produce grown in their gardens to area food banks. 148 students attended a varied of hands-on workshops. 19, Ten-Minute University chat webinars were conducted with 10,450 contacts (live views, recorded, and Q&A via email)</p>
<p>Family and Community Health</p>	<p>1,000 Pre-K through 5th grade students in Sandy, Estacada, and Canby schools participated in the “Apple Crunch” event and 660 students participated in the “National Spinach Day” event. Additionally, 17 classrooms participated in “Grow This!” Gardening Challenge and received seeds, soil voucher cards, and planting supplies. Over 60 participants attended workshops gaining new skills in water bath canning, pressure canning, fermentation, dehydration and sausage making.</p>
<p>Forestry & Natural Resources</p>	<p>109,000 seedlings were delivered to approximately 85 landowners through Dept of Forestry. Tree School Online held a series of 54 classes enrolling 274 students and over 25,000 viewers of the webinars. Master Woodland Manager course gained 27 new volunteers. Eight new members joined the team of 35 veteran Master Woodland Managers. 125 forest-based educational programs and four college-level courses were offered at the demonstration forest.</p>

FY23-24 Revenue and Expenses

Revenues



Expenses





Extension and 4H Service District (50)

Department Budget Summary by Fund

<i>Line of Business</i>	<i>Program</i>	FY 23-24 Extension & 4-H Service District Fund (235)	FY 23-24 Total Budget	FY 23-24 General Fund Support in Budget**	FY 23-24 FTE
Extension and 4H Service Distric	Extension and 4H Service District	14,112,341	14,112,341	-	-
TOTAL		14,112,341	14,112,341	-	-
	<i>FY 22-23 Budget (Amended)</i>	12,370,305	12,370,305	-	-
	<i>\$ Increase (Decrease)</i>	1,742,036	1,742,036	-	-
	<i>% Increase (Decrease)</i>	14.08%	14.08%	-	-

****General Fund Support is the subsidy, net of any other revenue received by the department.**

235-Extension and 4-H Service District Fund
Summary of Revenue and Expense

	FY20-21 Actuals	FY21-22 Actuals	FY22-23 Amended Budget	FY22-23 Projected Year-End	FY23-24 Budget	\$ Change from Prior Year Budget	% Change from Prior Year Budget
Beginning Fund Balance	7,745,233	8,715,559	9,503,133	9,960,438	11,123,591	1,620,458	17%
Taxes	2,611,224	2,694,749	2,780,919	2,780,919	2,877,261	96,342	3%
Federal, State, Local, All Other Gifts & Donation	2,022	878	253	253	253	-	0%
All Other Revenue Resources	60,027	60,600	86,000	86,000	111,236	25,236	29%
General Fund Support	-	-	-	-	-	-	-
Operating Revenue	2,673,272	2,756,227	2,867,172	2,867,172	2,988,750	121,578	4%
Total Revenue	10,418,505	11,471,786	12,370,305	12,827,610	14,112,341	1,742,036	14%
Materials and Services	-	12,053	17,271	14,844	16,935	(336)	-2%
Capital Outlay	-	-	-	-	-	-	-
Operating Expenditure	-	12,053	17,271	14,844	16,935	(336)	-2%
Special Payments	1,702,946	1,499,295	11,794,820	1,689,175	2,257,818	(9,537,002)	-81%
Contingency	-	-	143,359	-	149,437	6,078	4%
Reserve for Future Expenditures	-	-	414,855	-	11,688,151	11,273,296	2717%
Total Expense	1,702,946	1,511,348	12,370,305	1,704,019	14,112,341	1,742,036	14%
Revenues Less Expenses	8,715,559	9,960,438	-	11,123,591	-		

FY21-22: Presentation changes are the result of the new county-wide chart of account implementation.

Significant Impacts or Issues

DESCRIPTION	IMPACT
Location for new building is still being negotiated	Extension programs rent facilities for programming to conduct large outreach classes for the community.
Population growth and diversity in the county is increasing demands for classes in all program areas and opportunities for in person and hands on education and services.	Extension has outgrown the current building and needs are increasing in the areas of Family and Community Health, Master Gardener classes, and Forestry classes with end of COVID.
Food insecurity continues to be a challenge in some communities, and continued recovery from unprecedented natural disasters.	Family and Community Health classes are in greater desire as well as a new pilot program for Master Gardener certification. SNAP-Ed classes are being requested by schools again and Kids in the kitchen classes are being taught in two Hispanic communities.
High cost of language translation of program resources to serve all communities.	Currently constrained by only having some programs areas where Spanish language documents are provided. Working to offer resources in other languages as well.

Emerging issues...and opportunities

- Food insecurity is being addressed by increasing farm to table systems to ensure community needs are met.
- Continued efforts and options to collaborate with community partners for a solution to the Education Center.
- Agricultural tourism (Agritourism) economic impact study survey is being conducted in collaboration with the county economic development office and OSU Extension Service Agricultural Tourism team.
- Continuing to explore a greater presence of the Master Naturalist program in the county.
- Bee pollinator programs are in demand. Schools are focused on Bee themes and education.





The Present



The Future





	FY20-21 Actuals	FY21-22 Actuals	FY22-23 Amended Budget	FY22-23 Projected Year- End	FY23-24 Budget	Change from Prior Yr Budget	% Change from Prior Yr Budget
Beginning Fund Balance	7,745,233	8,715,559	9,503,133	9,960,438	11,123,591	1,620,458	17%
Taxes	2,611,224	2,694,749	2,780,919	2,780,919	2,877,261	96,342	3%
Federal, State, Local, All Other Gifts & Donations	2,022	878	253	253	253	-	0%
Charges, Fees, License, Permits, Fines, Assessments	-	-	-	-	-	-	-
Revenue from Bonds & Other Debts	-	-	-	-	-	-	-
All Other Revenue Resources	60,027	60,600	86,000	86,000	111,236	25,236	29%
Other Interfund Transfers	-	-	-	-	-	-	-
General Fund Support	-	-	-	-	-	-	-
Operating Revenue	2,673,272	2,756,227	2,867,172	2,867,172	2,988,750	121,578	4%
Total Revenue	10,418,505	11,471,786	12,370,305	12,827,610	14,112,341	1,742,036	14%
Personnel Services	-	-	-	-	-	-	-
Materials and Services	-	12,053	17,271	14,844	16,935	(336)	-2%
Capital Outlay	-	-	-	-	-	-	-
Operating Expense	-	12,053	17,271	14,844	16,935	(336)	-2%
Debt Service	-	-	-	-	-	-	-
Special Payments	1,702,946	1,499,295	11,794,820	1,689,175	2,257,818	(9,537,002)	-81%
Transfers	-	-	-	-	-	-	-
Reserve for Future Expenditures	-	-	414,855	-	11,688,151	11,273,296	2717%
Contingency	-	-	143,359	-	149,437	6,078	4%
Unappropriated Ending Fund Balance	-	-	-	-	-	-	-
Total Expense	1,702,946	1,511,348	12,370,305	1,704,019	14,112,341	1,742,036	14%
Revenues Less Expenses	8,715,559	9,960,438	-	11,123,591	-		

Notes:
None.