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AGENDA COVER MEMO

TO: LANE COUNTY BOARD OF COMMISSIONERS

DEPT.: LANE COUNTY ADMINISTRATOR'S OFFICE

PRESENTED BY:  David Garnick, Budget/Financial Planning Mgr

AGENDA ITEM TITLE: Board Order No. _____ In the Matter of Approving Assistance Applications For Title II funds for the Lane County Forest Work Camp and the Department of Youth Services' Juvenile Forest Work Team for FY 05-06 and Authorizing the County Administrator to sign the Required Applications and Task Orders

I. MOTION: MOVE TO APPROVE THE ASSISTANCE APPLICATIONS FOR TITLE II FUNDS FOR THE FOREST WORK CAMP AND THE DEPARTMENT OF YOUTH SERVICES FOR FY 05-06 AND AUTHORIZING THE COUNTY ADMINISTRATOR TO SIGN THE REQUIRED APPLICATIONS.

II. ISSUE OR PROBLEM:

The Forest Service and Bureau of Land Management have certain procedural steps for the disbursement of Title II funds. Following project approval by the Resource Advisory Committees (RAC), Lane County must submit an Application for Federal Assistance. An authorized representative must sign these applications. The Forest Work Camp has made applications to the Siuslaw National Forest (\$77,793), Willamette National Forest (\$321,883), Rogue/Umpqua National Forest (\$65,736) and Eugene BLM (\$175,917). The Department of Youth Services has made applications to the Eugene BLM (\$64,789), Siuslaw National Forest (\$13,476) and Willamette National Forest (\$53,903) for the Juvenile Forest Work Team. The original applications were approved by the Board of Commissioners and have since been approved by the respective RACs for County FY 05-06.

III. DISCUSSION:

The Forest Service and BLM are using their standard procurement procedures for awarding Title II funds following approval by the RAC. These assistance agreements are an amendment to existing agreements. Because several of these amendments exceed \$100,000, Board approval is required.

A. Background

A combination of Title II and Title III funds are being used to fund a substantial portion of the Forest Work Camp and Department of Youth Services Juvenile Forest Work Crew operations. Lane County applied to the four RACs within Lane County for Title II funds and those applications have been approved. The Federal Assistance Application is a procedural step required before Lane County can receive payments. The Board has granted approval for the prior years FY02-FY05 under Board Orders 02-5-15-1, 03-01-15-2, 04-3-31-6, and 05-3-16-6.

B. Analysis

The Forest Service intends to use these assistance applications to modify the existing agreements for both the Forest Work Camp and Department of Youth Services Juvenile Forest Work Team, and is a procedural document needed to award federal reimbursement grants. The modifications to the existing agreements will be limited to the amount of money available for reimbursement in the current fiscal year. Approval of these applications is required before Lane County can receive Title II payments from the Forest Service and BLM. The BLM and Lane County signed a separate agreement in November 2002. The assistance agreements submitted to the BLM will be for the purpose of providing the necessary procedural documentation prior to receiving federal reimbursement grants.

C. Alternatives/Options

1. Complete applications for Title II funds and operate the adult and juvenile work crews as planned.
2. Do not apply for Title II funds and fund the Materials and Supply costs of the crews and camp with General Funds.

D. Recommendations

Approve option one and move to adopt the order.

E. Timing

Failure to gain approval of these applications may prevent Lane County from receiving Title II payments for activities performed and costs incurred in County FY 05-06.

IV. IMPLEMENTATION/FOLLOW-UP:

The applications will be processed as soon as possible so reimbursement for program costs can begin.

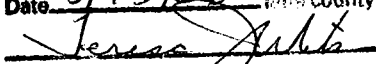
V. ATTACHMENTS:

Proposed Board Order

5. The Board approves the Application for Federal Assistance to the Eugene Bureau of Land Management not to exceed \$64,789 in Title II funds for the Department of Youth Services Juvenile Forest Work Team.
6. The Board approves the Application for Federal Assistance to the Willamette National Forest not to exceed \$53,903 in Title II funds for the Juvenile Forest Work Team.
7. The Board approves the Application for Federal Assistance to the Siuslaw National Forest not to exceed \$13,476 in Title II funds for the Juvenile Forest Work Team.
8. The County Administrator is authorized to sign Applications for Federal Assistance form 424 for Title II funds for FY 05-06 along with the follow-up task orders issued by Eugene BLM for work to be performed under the agreements.

ADOPTED this _____ day of March 2006.

Bill Dwyer, Chair
Lane County Board of Commissioners

APPROVED AS TO FORM
Date 3/13/06 Lane County

OFFICE OF LEGAL COUNSEL