

IN THE BOARD OF COUNTY COMMISSIONERS OF LANE COUNTY, OREGON

BOOK 160 PAGE 2395

RESOLUTION AND) IN THE MATTER OF ADOPTING THE
 ORDER 98- 8-26-1) 1998-99 SUPPLEMENTAL BUDGET #1,
) MAKING, REDUCING AND
) TRANSFERRING APPROPRIATIONS

WHEREAS, Supplemental Budget #1 for Fiscal Year 1998-99 was advertised as required by local budget law in The Register Guard on August 15 and August 20, 1998; and

WHEREAS, after due notice, a public hearing on the FY 1998-99 Supplemental Budget #1 was held at 9:00 a.m. in Harris Hall, Public Service Building, Lane County on August 26, 1998; and

WHEREAS, in accordance with ORS 294.480, the governing body of any municipal corporation may make a supplemental budget for the fiscal year for which the regular budget has been prepared; and

WHEREAS, the Board having fully considered the matters discussed at the public hearing; now, therefore,

IT IS HEREBY RESOLVED AND ORDERED that the amounts for the fiscal year beginning July 1, 1998 and for the purposes as outlined on Attachment A be additionally appropriated, transferred or reduced as follows:

<u>Fund 24</u>	<u>General Fund</u>	<u>Amount</u>	<u>FTE</u>
	(05) Public Safety		
	Resources	\$325,000	
	Expense	\$325,000	0.00
	(06) Public Works		
	Resources	(\$155,732)	
	Expense	(\$113,163)	(2.00)
	(10) Youth Services		
	Resources	\$0	
	Expense	\$0	(0.10)
	(11) District Attorney		
	Resources	\$11,271	
	Expense	\$11,271	0.00
	(17) General Expense		
	Materials & Services	\$37,162	
	Capital Projects	\$3,066	
	Fiscal Transactions	\$152,627	

FILED

SEP 01 1998

COUNTY CLERK

BY *M. Bulding*

	Operational Contingency	\$125,426	
	Operational Reserves	<u>(\$152,627)</u>	
	17 Total	\$165,654	0.00
<u>Fund 15</u>	<u>Corrections Construction Fund</u>		
	(17) General Expense		
	Materials & Services	(\$45,000)	
	Capital Projects	<u>\$45,000</u>	
	17 Total	\$0	0.00
<u>Fund 16</u>	<u>Parks and Open Spaces Fund</u>		
	(06) Public Works		
	Resources	\$111,472	
	Expenses	\$111,472	0.00
<u>Fund 19</u>	<u>Motor & Equipment Pool Fund</u>		
	(06) Public Works		
	Resources	(\$141,000)	
	Expenses	(\$141,000)	0.00
<u>Fund 22</u>	<u>Law Library Fund</u>		
	(13) County Counsel		
	Resources	\$0	
	Expense	\$0	0.00
<u>Fund 25</u>	<u>General Road Fund</u>		
	(05) Public Safety		
	Resources	\$0	
	Expense	\$13,512	0.00
	(06) Public Works		
	Resources	\$1,523,512	
	Expense	\$1,510,000	0.00
<u>Fund 28</u>	<u>Special Revenue/Services Fund</u>		
	(10) Youth Services		
	Resources	\$9,793	
	Expense	\$9,793	0.00
	(17) General Expense		
	Materials & Services	(\$100,935)	
	Operational Contingency	<u>\$452,101</u>	
	17 Total	\$351,166	0.00
	(18) Management Services		
	Resources	\$200,000	

	Expense	\$200,000	0.00
<u>Fund 30</u>	<u>Solid Waste Disposal Fund</u>		
	(06) Public Works		
	Resources	\$203,400	
	Expense	\$203,400	0.00
<u>Fund 35</u>	<u>Capital Improvement Fund</u>		
	(17) General Expense		
	Capital Projects	(\$37,000)	
	Fiscal Transactions	\$81,472	
	Operational Contingency	(\$44,472)	
	17 Total	0	0.00
<u>Fund 40</u>	<u>Public Land Corner Preservation Fund</u>		
	(06) Public Works		
	Resources	\$192,000	
	Expense	\$192,000	0.00
<u>Fund 52</u>	<u>Information Systems Fund</u>		
	(09) Regional Information Systems		
	Resources	\$2,287,142	
	Expense	\$2,287,142	0.00
<u>Fund 54</u>	<u>Juvenile Justice Center Construction Fund</u>		
	(17) General Expense		
	Capital Outlay	\$657,203	
	17 Total	\$657,203	0.00
<u>Fund 85</u>	<u>Joint Social Services Fund</u>		
	(04) Health & Human Services		
	Resources	\$112,840	
	Expense	\$112,840	0.00
<u>Fund 86</u>	<u>Health & Human Services Fund</u>		
	(04) Health & Human Services		
	Resources	\$2,168,931	
	Expense	\$2,168,931	1.34

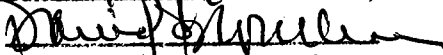
Dated this 26th day of August 1998.



 Chair, Board of County Commissioners

APPROVED AS TO FORM

Date 8/20/98 Lane County


 OFFICE OF LEGAL COUNSEL

Budget changes and their explanations are listed below by Fund and by department:

<u>Fund 24</u>	<u>General Fund</u>	<u>Amount</u>	<u>FTE</u>
	(05) Public Safety		
	Resources	\$325,000	
	Expense	\$325,000	0.00

Appropriates resources to cover cost of LCPOA negotiated salary increase not included during budget adoption because costs were not available. The actual cost of the 2.0% salary increase effective July 1, 1998 has now been calculated at \$216,719. The remaining cost represents the estimated impact of the additional 1.7% effective January 1, 1999. Revenue to cover this additional cost comes from unanticipated General Fund cash carry-forward from Health & Human Services totalling \$321,326.

	(06) Public Works		
	Resources	(\$155,732)	
	Expense	(\$113,163)	(2.00)

Within the Land Management Division, delete \$120,732 in City of Eugene contract revenue and expense for two vacant planner positions not renewed for FY 98-99. Also delete \$16,831 in unknown revenue and expense listed as Umpqua National Forest.

Rebudget \$24,092 in cash carry-forward for Data Processing Equipment ordered but not received by June 30th. Includes \$9,792 for the remaining Sierra Permit Tracking system; \$4,300 for computer line improvements at the Florence Annex (expenses shared with H&HS); and \$10,000 to purchase a document scanner and supporting computer for a pilot file/permit application file scanning project approved in supplemental budget #3 from last fiscal year but was delayed beyond June 30th.

These transactions result in a net increase in expense of \$42,569, which is offset by reductions within General Expense, below.

	(10) Youth Services		
	Resources	\$0	
	Expense	\$0	(0.10)

In the Counseling program reduce a Juvenile Counselor 2, position #3454-0, from .6 FTE to .5 FTE, for a savings of \$4,092, and reduce position #2330-0 from Sr Juv Counselor to Juv Counselor 1 for an additional savings of \$11,037. Add \$6,875 needed for Sheriff's deputies used as security at Skipworth for the Kip Kinkel case. Add \$8,254 in miscellaneous expense program 070 for a net change of zero overall.

(11) District Attorney			
Resources		\$11,271	
Expense	BOOK 160 PAGE 2399	\$11,271	0.00

To appropriate \$10,718 in revenue and expense authority to the Family Law division of the D.A.'s office to facilitate their hosting of the 1998 Annual Family Support Enforcement Conference. Revenues will be received from registration fees and vendor/exhibitor displays. There will be no General Fund dollars involved. Any cash balance remaining after the conference will go to next host county.

Victim Services received \$553 more in private donations than expected in FY 97-98. The Victim Services program (VSP) would like to carry this money forward to FY 98-99 and use it to repaint and service the car used by the 24-hour program volunteers. This car was gifted to the VSP from the Sheriff's Office, is not on the fleet program and requires long overdue maintenance.

(17) General Expense			
Materials & Services		\$37,162	
Capital Projects		\$3,066	
Fiscal Transactions		\$152,627	
Operational Contingency		\$125,426	
Operational Reserves		<u>(\$152,627)</u>	
17 Total		\$165,654	0.00

An additional \$321,326 in revenue is appropriated to receive an unanticipated transfer in of unexpended General Fund cash from the Dept. of Health & Human Services, Fund 86. This revenue is used to offset the cost of the LCPOA salary increase within the Sheriff's Office described earlier.

Add \$27,140 in Materials & Services (M&S) for higher than anticipated FEMA and CDBG flood recovery grants and place \$125,426 into Operational Contingency to reflect the timing difference between when the expense occurred in FY 97-98 and the revenue received in FY 98-99 resulting in a cash deficit for FY 97-98.

Increase M&S by \$56,265 in unexpected cash carry-forward to pay Lane Council of Governments for the last half of the FY 97-98 PSCC staffing contract that they did not bill the county for until August of the new fiscal year.

Decreased M&S by \$46,243 to offset the increase within Land Management and the small difference between the H&HS revenue transfer in and the Sheriff's Office LCPOA salary increase. Decrease \$5,000 in Miscellaneous Payments and balance in Interest Expense that is expected to be lower than the original estimate.

Appropriate \$3,066 in cash carry forward for dedicated grant funds for Community and Economic Development projects.

Transfer \$150,751 from Operational Reserves to the Fiscal Transaction line to be paid to the Road Fund for the remaining cost of improvements to Building H, as approved by the Board in Order 98-7-29-18.

<u>Fund 15</u>	<u>Corrections Construction Fund</u>		
	(17) General Expense		
	Materials & Services	(\$45,000)	
	Capital Projects	<u>\$45,000</u>	
	17 Total	\$0	0.00

Transfer \$45,000 from M&S to Capital Projects to more accurately reflect where the expenditures will occur.

<u>Fund 16</u>	<u>Parks and Open Spaces Fund</u>		
	(06) Public Works		
	Resources	\$111,472	
	Expenses	\$111,472	0.00

Parks has assumed responsibility for the McKenzie Fish Hatchery facility. The transfer of the remaining \$81,472 in Hatchery capital improvement funds from General Fund would enable Parks to more effectively manage the funds and match funds against grant opportunities to develop the facility. Parks is also adding \$30,000 in revenue from the City of Eugene for the transfer of Hileman/Whitely boat landings back to the county, as per B.O. 98-06-24-2.

<u>Fund 19</u>	<u>Motor & Equipment Pool Fund</u>		
	(06) Public Works		
	Resources	(\$141,000)	
	Expenses	(\$141,000)	0.00

Reduce amount of projected cash carry-forward and operational contingency to match actual cash balance.

<u>Fund 22</u>	<u>Law Library Fund</u>		
	(13) County Counsel		
	Resources	\$0	
	Expense	\$0	0.00

Transfer \$3,000 from Operational Reserves to Capital Outlay to cover the cost of a printer that should have been ordered in FY 97-98 but was delayed until the current fiscal year. Since funds originally budgeted were unspent and carried forward, they remain available for reallocation.

Fund 25 General Road Fund

(05) Public Safety

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Resources	\$0	
Expense	\$13,512	0.00

Weighmaster portion of LCPOA salary increase not contained in the original budget. The cost is covered by increased cash carry forward within the Road Fund and appropriated with the Public Works budget below.

(06) Public Works

Resources	\$1,523,512	
Expense	\$1,510,000	0.00

Rebudget \$20,000 thumb attachment for the Gradall purchased in FY 97-98 but not yet delivered. Rebudget video van equipment pieces for \$21,745. Hardware, software and accessories have not yet been ordered or received. Coordination with IS on data capture, storage and retrieval with systems interfaces delayed this order. ACAD installation is not yet complete. Increase cash carry-forward to match actual cash balance. Use increased cash to cover above expenses and put the balance of \$1,429,255 into Operational Contingency.

Fund 28 Special Revenue/Services Fund

(10) Youth Services

Resources	\$9,793	
Expense	\$9,793	0.00

Appropriate unexpended funds from FY 97-98 dedicated Judge's fund.

(17) General Expense

Materials & Services	(\$100,935)	
Operational Contingency	<u>\$452,101</u>	
17 Total	\$351,166	0.00

Increase cash carry-over for Rural Tourism program by \$35,474 to reflect actual balance from FY 97-98. Decrease M&S expenses by \$116,627 to reflect actual revenue earned and unspent in FY 97-98. Establish \$152,101 as a contingency for revenue to be earned in FY 98-99 and spent in FY 99-00. This program distributes room tax funds to rural communities after it is earned.

Increase cash carry-over for Community & Economic Development projects by \$307,324 to reflect actual FY 97-98 balance. Operational Contingency is increased by \$300,000 to reflect funds not designated for expense in FY 98-99, with the balance going into M&S for agency payments.

(18) Management Services

Resources	\$200,000	
Expense	\$200,000	0.00

The Adopted Budget was, and is, correct for the Management Services Department. This item corrects a typo in the Budget Adoption Order 98-06-24-33 which had the correct total for the fund overall, but understated the Management Services budget by \$200,000. This is a paper transaction only. No budget adjustment is required.

Fund 30 Solid Waste Disposal Fund

(06) Public Works

Resources	\$203,400	
Expense	\$203,400	0.00

Appropriates \$18,000 for three drop boxes. Waste Management traditionally replaces 5-10 drop boxes per year. Last fiscal year, no boxes were replaced. It was hoped that box replacement could be deferred again this year, but a recent inventory revealed that 3 boxes require replacement for safety reasons. Estimated cost is \$6,000/box. The balance of the increase, or \$185,400 is increased cash balance that is being appropriated to the Operational Contingency.

Fund 35 Capital Improvement Fund

(17) General Expense

Capital Projects	(\$37,000)	
Fiscal Transactions	\$81,472	
Operational Contingency	(\$44,472)	
17 Total	0	0.00

Shifts Capital Projects and Operational Contingency funds into Fiscal Transactions line to transfer \$81,472 in McKenzie Hatchery capital improvement funds to Parks, Fund 16, who has taken over responsibility for managing the hatchery.

Fund 40 Public Land Corner Preservation Fund

(06) Public Works

Resources	\$192,000	
Expense	\$192,000	0.00

Appropriates \$192,000 in additional cash balance to match actual cash carry-forward. \$170,171 is budgeted in Operational Contingency. The balance, or \$21,829, is budgeted as a fiscal transfer to Deeds & Records to reimburse the General Fund for the expense of a half time Office Assistant 2 that was not paid in FY 97-98. Deeds & Records will be submitting an bill for both this year and last year in August 1998.

Fund 52 Information Systems Fund
 (09) Regional Information Systems

Resources	\$2,287,142	
Expense	\$2,287,142	0.00

Increase appropriations by \$875,000 previously approved for the FY 98-99 Mainframe project. This item was approved by the Board in June 1998. It was subsequently requested as a technical adjustment to the FY 98-99 Adopted Budget but could not be included as it exceeded the 10% increase allowed under state budget law. The balance of the total purchase will be distributed among future fiscal years.

Appropriate \$348,474 in cash balance carry-forward from FY 97-98 for the AIRS program.

Increase Direct Cost program by \$153,074 to provides appropriations for the projected capital expense for City of Eugene computer equipment purchases that are planned, configured, and set up by RIS. Also provides \$910,594 in appropriations for partner agency funding carried over into FY 98-99 for various agency projects: City of Eugene = \$678,888; EWEB = \$27,802; Lane County = \$286,654; Springfield = \$143; GIS Agencies = \$51,790; less \$134,683 RIS Offset.

Fund 54 Juvenile Justice Center Construction Fund

(17) General Expense

Capital Outlay	\$657,203	
17 Total	\$657,203	0.00

Increase revenue overall by \$657,203 made up of a decrease in cash carry-over to reflect actual remaining cash from FY 97-98, an increase in Road Fund reimbursement to reflect forecasted road work on project, and increased interest earnings to reflect latest forecast. Capital Outlay is increase for furnishings to reflect 5% of the construction budget as forecasted.

Fund 85 Joint Social Services Fund
 (04) Health & Human Services

Resources	\$112,840	
Expense	\$112,840	0.00

Appropriate additional \$48,378 in cash balance to match actual carry-forward from seven different grants. Increase Federal - Housing and Community Development grant funds by \$58,704 to match projected grant revenue. Increase local miscellaneous revenue by \$5,758 for the I&R project to reflect a larger than expected contribution from the Register-Guard to purchase computers.

Fund 86 Health & Human Services Fund

(04) Health & Human Services

Resources	\$2,168,931	
Expense	\$2,168,931	1.34

Family Mediation: \$60,000

To implement parent/education classes as provided for in ORS 3.425 to inform parents about the impact of family restructuring on children during annulments, dissolution of marriage actions, legal separations, establishment of custody, and post-decree litigations involving custody or parenting time. This new revenue is based upon recent Board approval of a new fee to support these classes.

A/D/O Sex Offender: \$6,083

Sex Offender program fees are higher than anticipated. There is a need to accommodate increased evaluations, consequently, the department will increase one Mental Health Specialist by .10 FTE from .90 to full time. There is also a need to increase the supervising psychiatrist by two hours a month.

Environmental Health: \$61,406

To appropriate money expected from the increased fees approved by the board. This is to increase the counter Office Assistant to full time and to add 1.0 Sanitarian beginning October 1, 1998 to help get caught up and stay caught up with restaurant inspections to meet state mandates. It will also be used to purchase computers for the remaining staff that do not have computers.

LaneCare Reinvestment: \$250,000

Repayment of \$250,000 from Peacehealth for reinvestment into the system. \$125,000 to go into restricted reserves, and \$125,000 to go back into the system. Budgeted into Misc. Payments while a reinvestment plan is being developed.

Mental Health: (\$760,049)

Appropriation reconciliation of the Mental Health grant that was over appropriated.

Overall Cash Balance Carry-Forward: \$2,551,491

Reconciles and appropriates actual cash balance carry-forward from FY 97-98 that is over and above what was expected.