

PASSED

IN THE BOARD OF COUNTY COMMISSIONERS OF LANE COUNTY, OREGON

RESOLUTION AND ORDER) IN THE MATTER OF ADOPTING THE
04-12-1-1) FY2004-2005 SUPPLEMENTAL BUDGET #1
) MAKING, REDUCING AND
) TRANSFERRING APPROPRIATIONS

WHEREAS, Supplemental Budget #1 for Fiscal Year 2004-2005 was advertised in The Register-Guard on November 25, 2004, which is not less than 5 days nor more than 30 days in advance of the public hearing date as required by local budget law; and

WHEREAS, after due notice, a public hearing on the FY2004-2005 Supplemental Budget #1 was held in the Public Service Building, Lane County on December 1, 2004; 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, 2004 and for the purposes as outlined on Attachment A be additionally appropriated, reduced or transferred as follows:

Table with 4 columns: Fund 124, General Fund, Amount, FTE. Rows include Youth Services, District Attorney, Public Safety, and County Administration with their respective Resources and Expenditures.

	Public Works		
	Resources	74,685	
	Expenditures	74,685	1.00
	General Expense		
	Resources	672,427	
	Fund Transfers	<u>672,427</u>	
	Total	0	0.00
<u>Fund 216</u>	<u>Parks & Open Spaces Fund</u>		
	Public Works		
	Resources	137,683	
	Expenditures	137,683	0.00
<u>Fund 222</u>	<u>Law Library Fund</u>		
	County Counsel		
	Resources	21,627	
	Expenditures	21,627	0.25
<u>Fund 225</u>	<u>General Road Fund</u>		
	Public Works		
	Resources	4,481,191	
	Expenditures	4,481,191	0.00
<u>Fund 228</u>	<u>Special Revenue and Services Fund</u>		
	Youth Services		
	Resources	21,321	
	Expenditures	21,321	0.00
	District Attorney		
	Resources	183,093	
	Expenditures	183,093	0.00
	Public Safety		
	Resources	-5,861	
	Expenditures	-5,861	0.00
	Public Works		
	Resources	-7,317	
	Expenditures	-7,317	0.00
	General Expense		
	Resources	125,000	
	Fund Transfers	<u>125,000</u>	
	Total	0	0.00

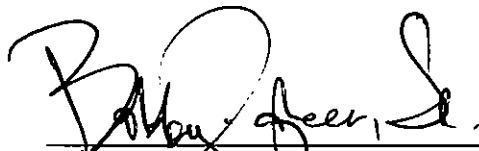
<u>Fund 231</u>	<u>Liquor Law Enforcement Fund</u>		
	District Attorney		
	Resources	10,291	
	Expenditures	10,291	0.00
<u>Fund 244</u>	<u>County Clerks Fund</u>		
	Management Services		
	Resources	54,822	
	Expenditures	54,822	0.00
<u>Fund 249</u>	<u>Workforce Partnership Fund</u>		
	Lane Workforce Partnership		
	Resources	1,361,153	
	Expenditures	1,361,153	-3.00
<u>Fund 283</u>	<u>Animal Regulation Authority Fund</u>		
	Management Services		
	Resources	600	
	Expenditures	600	0.00
<u>Fund 285</u>	<u>Intergovernmental Human Services Fund</u>		
	Health & Human Services		
	Resources	309,259	
	Expenditures	309,259	3.30
<u>Fund 286</u>	<u>Health & Human Services Fund</u>		
	Health & Human Services		
	Resources	4,462,952	
	Expenditures	4,462,952	8.40
<u>Fund 287</u>	<u>LaneCare Fund</u>		
	Health & Human Services		
	Resources	5,375,344	
	Expenditures	5,375,344	2.00
<u>Fund 435</u>	<u>Capital Improvement Fund</u>		
	Management Services		
	Resources	1,557,909	
	Expenditures	1,557,909	0.00
	General Expense		
	Resources	9	
	Fund Transfers	<u>9</u>	
	Total	0	0.00

<u>Fund 484</u>	<u>Animal Regulation Capital Improvement Fund</u>		
	Management Services		
	Resources	5,018	
	Expenditures	5,018	0.00
<u>Fund 521</u>	<u>Fair Board Fund</u>		
	Fair Board		
	Resources	125,000	
	Expenditures	125,000	0.00
<u>Fund 530</u>	<u>Solid Waste Disposal Fund</u>		
	Public Works		
	Resources	3,799,136	
	Expenditures	3,799,136	0.00
<u>Fund 539</u>	<u>Corrections Commissary Fund</u>		
	Public Safety		
	Resources	11,283	
	Expenditures	11,283	0.00
<u>Fund 614</u>	<u>Employee Benefits Fund</u>		
	General Expense		
	Resources	3,476,235	
	Fund Transfers	941,041	
	Operational Reserves	<u>2,535,194</u>	
	Total	3,476,235	0.00
<u>Fund 619</u>	<u>Motor and Equipment Pool Fund</u>		
	Public Safety		
	Resources	607,738	
	Expenditures	607,738	0.00
	Public Works		
	Resources	-478,187	
	Expenditures	-478,187	0.00
<u>Fund 627</u>	<u>Intergovernmental Services Fund</u>		
	Management Services		
	Resources	65,280	
	Expenditures	65,280	0.00
<u>Fund 653</u>	<u>PC Replacement Fund</u>		
	Information Services		
	Resources	274,476	
	Expenditures	274,476	0.00

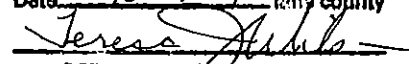
<u>Fund 654</u>	<u>Information Services Fund</u>		
	Information Services		
	Resources	55,767	
	Expenditures	55,767	0.00
<u>Fund 714</u>	<u>Retiree Benefit Trust Fund</u>		
	General Expense		
	Resources	941,041	
	Operational Reserves	941,041	0.00

and it is further **ORDERED** that the Board hereby delegates authority to the County Administrator to sign the contracts as shown on Attachment B.

Dated this 1st day of December 2004.



 Bobby Green, Sr., Chair
 Board of County Commissioners

APPROVED AS TO FORM
 Date 11/24/04 Lang County


 OFFICE OF LEGAL COUNSEL

**IN THE MATTER OF ADOPTING THE FY2004-2005 SUPPLEMENTAL BUDGET #1
 MAKING, REDUCING AND TRANSFERRING APPROPRIATIONS**

**ATTACHMENT A – IN THE MATTER OF ADOPTING THE FY2004-2005
SUPPLEMENTAL BUDGET #1 MAKING, REDUCING AND TRANSFERRING
APPROPRIATIONS**

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

<u>Fund 124 General Fund</u>	<u>Amount</u>	<u>FTE</u>
Youth Services		
Resources	202,631	
Expenditures	202,631	0.00

Appropriates \$150,000 approved as part of the department’s excess lapse over 2% in BO 04-7-28-1 to prepare department for federal IV-E funds and the Youth Care Prog. Also carried forward are unspent grant funds totaling \$4,807 for State of Oregon, Juv. Crime Prev. program funding and \$47,824 in National Institute of Justice, Juv. Crime Prev. program funding for the diversion program.

District Attorney		
Resources	228,769	
Expenditures	228,769	0.00

Appropriate unanticipated Victims Against Women Act (VAWA) grant funding in the amount of \$48,795 to fund one Domestic Violence Investigator from the Sheriff’s Office. Also appropriates \$179,974 in restricted Family Law Incentive Grant funds that are carrying forward from FY 03-04. This amount, plus a (\$3,119) adjustment in the Prof. & Consulting line results in a transfer of \$183,093 to the Special Revenue Fund 228 since these funds are not supposed to be held within the General Fund.

Public Safety		
Resources	101,080	
Expenditures	101,080	1.00

Appropriates \$48,795 VAWA grant money from the DA’s Office above, \$36,835 for a STOP Violence Against Women grant, a \$10,000 Hazard Mitigation program grant, and \$5,650 Citizen Corp grant.

County Administration		
Resources	50,000	
Expenditures	50,000	0.00

Appropriates \$16,730 in funds from the settlement of the Comcast of Oregon II case per BO 04-8-4-6 and rebudgets \$33,270 in excess Metro Cable Franchise Fee revenue from FY 03-04 for a total of \$50,000 in the Community and Economic Development Program for use in preparation and negotiation of new cable franchise agreement(s).

Public Works		
Resources	74,685	
Expenditures	74,685	1.00

Increases revenue and expense for additional fee revenue expected to be derived from the new legal lot verifications process approved by Ordinance No. 7-04. One FTE Engineering Tech 2 is established to handle the increased volume of legal of verifications to be processed.

General Expense		
Resources	672,427	
Fund Transfers	<u>672,427</u>	
Total	0	0.00

Increase cash balance and transfer expenses for the following: \$55,767 is the remaining cash balance carry forward from the Information Services Dept. over and above what had been budgeted. It is transferred to the IS Fund 654 to completely close out that department's direct operation within the General Fund; \$505,713 is transferred to the Capital Improvement Fund 435 from Sheriff's Office lapse in excess of 2% for the Def. Offender Mgmt Center (DOMC) as per BO 04-7-28-9; \$110,947 is transferred to the Cap. Imp. Fund 435 from the Dept. of Assessment & Taxation lapse in excess of 2% for security remodel of the Assessment & Taxation counter per BO 04-7-28-8.

Fund 216 Parks & Open Spaces Fund

Public Works		
Resources	137,683	
Expenditures	137,683	0.00

Increase Cash Balance by \$15,000 over what was budgeted. Fund \$10,000 for Extra Help and \$5,000 for Grounds Maintenance. Appropriate \$122,683 in fund balance for Parks SDCs and then transfer them to Special Revenue and Services Fund 228 where Finance indicates the SDCs are now to be budgeted. Parks Salary Offset is reduced by \$9,050 and these dollars are transferred over to Fleet Fund 619 to make the first payment on its interfund loan per BO 03-6-25-2.

Fund 222 Law Library Fund

County Counsel		
Resources	21,627	
Expenditures	21,627	0.25

Increase court filing fee revenue by \$30,000 consistent with past years and current receipts, decrease the cash carry forward by (\$8,373) to match the actual amount. The Law Library has moved to implement electronic research services, necessitating increases in the Law Librarian's time from 0.75 to 1.0 FTE. This increased cost, along with extra help, equipment and software purchases use the additional \$21,627 in cash and result in a small decrease in operational reserves of less than \$2,000.

Fund 225 General Road Fund

Public Works

Resources	4,481,191	
Expenditures	4,481,191	0.00

Increase cash balance by \$4,481,191 to match actual amount. Specific expense increases are: Contingency \$3,636,191; CAP Projects \$725,000 to reflect partnership agreements; Infrastructure Improvements \$50,000; Maint. of Structures \$20,000; and Office Expense \$50,000. In addition, \$90,000 is transferred out of Operational Contingency into Capital Outlay to purchase additional grass tractors for Safety Strip and full-width grass mowing.

Fund 228 Special Revenue and Services Fund

Youth Services

Resources	21,321	
Expenditures	21,321	0.00

Increase cash balance to match actual cash carry forward and budgeted for special projects.

District Attorney

Resources	183,093	
Expenditures	183,093	0.00

Family Law Incentive funds are transferred in from the General Fund. Incentive dollars can only be used to offset expenses once the county's General Fund Maintenance of Effort (MOE) amount has been met. If expenses in excess of the MOE are not enough to use up the incentive money, then the incentive dollars are to be carried forward and placed in a special fund set aside for Family Law use only. The adjustment meets this requirement.

Public Safety

Resources	-5,861	
Expenditures	-5,861	0.00

Adjust fund balance to actual carried forward from FY04, and increase private donation budget to actual received in K-9 Program. Reduce capital outlay to match actual dollars available.

Public Works

Resources	-7,317	
Expenditures	-7,317	0.00

Reduce actual cash balance by \$130,000 and replace with transfer in of SDCs from Parks and Open Spaces Fund 216 in the amount of \$122,683 for a net overall reduction in this appropriation by (\$7,317).

General Expense

Resources	125,000	
Fund Transfers	<u>125,000</u>	
Total	0	0.00

Increase Transient Room Tax revenue based upon revenue projections. This revenue is then budgeted for transfer to the Fair Board Fund 521 since it is in excess of the funds necessary to cover all other expenses.

Fund 231 Liquor Law Enforcement Fund

District Attorney		
Resources	10,291	
Expenditures	10,291	0.00

Increase cash balance to match actual cash carry forward and budgeted for education and enforcement expenses.

Fund 244 County Clerks Fund

Management Services		
Resources	54,822	
Expenditures	54,822	0.00

Increase cash balance to match actual cash carry forward and all new funds are budgeted in the Operational Contingency.

Fund 249 Workforce Partnership Fund

Lane Workforce Partnership		
Resources	1,361,153	
Expenditures	1,361,153	-3.00

Lane Workforce Partnership will act as fiscal agent for Governor's Strategic Reserve funds to Molecular Probe for \$500,000. JOBS Program increased by \$ 380,330 and carry-in dollars for formula Workforce Investment grants comprise the remainder of revenues. Also, the FTE count is corrected for three positions that are scheduled to be eliminated.

Fund 283 Animal Regulation Authority Fund

Management Services		
Resources	600	
Expenditures	600	0.00

Adjusted beginning fund balance from projected to actuals. Appropriated additional fund balance to operational contingency.

Fund 285 Intergovernmental Human Services Fund

Health & Human Services		
Resources	309,259	
Expenditures	309,259	3.30

Adjusting revenue and expense appropriations to add private foundation grant funding for Safe & Sound Services and appropriating Fund Balance carryover. Total increase in revenue and expense: \$309,259

Position increase total 3.3 FTE. Previous Board orders appropriated the funds for 2.0 FTE. The remaining 1.3 FTE is as follows: Position # 3403017 (temporary #) is a new 1.0 FTE Supervisor position in Human Services Commission and will be funded from portions of existing positions that are now being charged to the new FQHC grant, which will continue in the future. Position 50217 Accounting Clerk 2 (AC2) is currently unfunded. This AC2 position is going to be funded and increased from .50 FTE to .80 FTE due to a lapse in position 50216 which is expected to remain vacant this fiscal year. Future increase in this position will be funded with clinic fees.

Fund 286 Health & Human Services Fund

Health & Human Services

Resources	4,462,952	
Expenditures	4,462,952	8.40

Adjusting revenue and expense appropriations to match State and misc. grant allocations in addition to correcting appropriations that were estimated at budget time; appropriating Fund Balance carryover. Total increase of revenue and expenses: \$4,462,952.

Position increase total 8.40 FTE. Previous Board orders appropriated the funds for 6.65 FTE. The remaining 1.75 FTE is as follows: Position # 14601 is increased .10 FTE from .90 FTE to 1.0FTE. FTE cost increase covered by step reduction (retirement). Funding is not needed to increase due to a retirement in this position and therefore the position went from a Step 12 to a Step 3 covering the cost of the increase in FTE. Position #43940 is being increased .40 FTE to make this a 1.0 FTE, funds to cover this increase come from the State carrying funds over from '03/04 Oregon Health Dept. Position #14491 is being decreased from .60 FTE to .50 FTE. Position #46800 is being increased .25 from .75 to 1.0 FTE. Increased position costs will be covered by increased Restaurant Fees being collected. Position #45400 is being decreased .20 FTE from 1.0 FTE to .80 FTE This position has been reclassified from a Senior Office Asst. to a Nutritionist/Dietician due to changes in the state data system. With this reclass it was necessary to stay within budget by reducing the FTE to cover costs. Position # 3441215 (temporary #) is a new Mental Hlth Spec. being added as a 1.0 FTE. This position is being funded due to the increase in the Mental Health Grant from the State after reductions in FY '02/03. Position #50098 is being reduced .10 FTE from .70 FTE to .60 FTE due to reduction in state funding. Position #50203 is being increased .25 FTE from .50 FTE to .75 Funds to cover this increase are already budgeted. Position #50073 is being increased .15 FTE from .75 to .90 effective 12/1/04. There were newly received case management funds that will cover the increase to this position.

Fund 287 LaneCare Fund

Health & Human Services

Resources	5,375,344	
Expenditures	5,375,344	2.00

Adjusting revenue and expense to correct appropriations that were estimated at budget time; appropriating Fund Balance carryover. Total increase of revenue and expenses: \$5,375,344

Position increase total 2.0 FTE Previous Board order appropriated the funds for 1.0 FTE. The remaining 1.0 FTE is as follows: Position # 3471016 (temporary #) is a new Permanent 1.0 FTE position in LaneCare. This position is being funded with the carry over from FY '03/04 and will be funded in future with capitation payments.

Fund 435 Capital Improvement Fund

Management Services

Resources	1,557,909	
Expenditures	1,557,909	0.00

Adjusted beginning fund balance by \$669,903 from projected to actuals. Appropriated \$2,500 in professional expenses and adjusted appropriations for operational contingency to balance the fund. Increase appropriations in revenue and expense by \$271,337 for security door access upgrade and software. Transfer in \$505,413 from the General Fund for the DOMC project and \$110,947 for the A&T Security Remodel project.

General Expense

Resources	9	
Fund Transfers	<u>9</u>	
Total	0	0.00

Rebudget final nine dollar carrying over from prior year. All projects previously budgeted within General Expense have been completed so the balance here is transferred over to Management Services within the Capital Improvement Fund to consolidate remaining project dollars.

Fund 484 Animal Regulation Capital Improvement Fund

Management Services

Resources	5,018	
Expenditures	5,018	0.00

Adjusted beginning fund balance from projected to actuals. Appropriated additional fund balance to operational contingency to balance fund. Then decreased operational contingency by \$50,000 and appropriated that amount to improvements for unanticipated upgrade/replacement of cage doors and fronts in kennel. This results in a net change of \$5,018.

Fund 521 Fair Board Fund

Fair Board

Resources	125,000	
Expenditures	125,000	0.00

An additional \$125,000 in Transient Room Tax (TRT) revenue transferred from the Special Revenue and Services Fund 228 is budgeted along with an increased repayment of the Planetarium Loan. The amount of the repayment will match only the actual amount of additional TRT transferred.

Fund 530 Solid Waste Disposal Fund

Public Works

Resources	3,799,136	
Expenditures	3,799,136	0.00

Fund balance adjustments to reflect actual fund balance at end of FY 03-04 and actual carry forward into FY 04-05 in the amount of \$1,899,568 net for the division and fund. The entire net

increase is transferred to Cell Development Program where it increases the Reserve for Future Projects.

Fund 539 Corrections Commissary Fund

Public Safety		
Resources	11,283	
Expenditures	11,283	0.00

Adjust fund balance to actual amount carried forward from FY03-04 with an equal increase in Professional & Consulting expense because the LCC instructor contract came in higher than estimated at time budget was built.

Fund 614 Employee Benefits Fund

General Expense		
Resources	3,476,235	
Fund Transfers	941,041	
Operational Reserves	<u>2,535,194</u>	
Total	3,476,235	0.00

Year-end cash was higher than budget by \$3,476,235. \$941,041 is budgeted for transfer to the Retiree Benefit Trust Fund 714 to make up for a transfer that was not made as budgeted last fiscal year. The balance of the funds are placed into Operational Reserves.

Fund 619 Motor and Equipment Pool Fund

Public Safety		
Resources	607,738	
Expenditures	607,738	0.00

Increase revenue and expense appropriations by \$607,738 to reflect the actual cash balance carry forward which is higher than what was anticipated. Various expense line items are adjusted including Prof. & Consulting which is increased by \$253,873 for work on the microwave network. These funds are actually budgeted within Fund 620 which is a sub fund of Fund 619 in order to help keep Public Works and Sheriff's Office budgets separate and distinct.

Public Works		
Resources	-478,187	
Expenditures	-478,187	0.00

Decrease cash balance and Operational Contingency by (\$487,237) to match actual cash carry forward amounts. Increase transfer-in revenue by \$9,050 to reflect the first of Parks payments to the Fleet Fund for its interfund loan. The entire \$9,050 is then budgeted in the Operational Contingency account.

Fund 627 Intergovernmental Services Fund

Management Services		
Resources	65,280	

Expenditures	65,280	0.00
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Adjusted beginning fund balance from projected to actuals. Appropriated additional fund balance to operational contingency to balance the fund.

Fund 653 PC Replacement Fund

Information Services

Resources	274,476	
Expenditures	274,476	0.00

The Information Services Department is increasing revenue and expense in the PC Replacement Fund 653 by \$196,562. At the time of budget preparation the fund balance for cash carryover was under estimated due to the uncertainty associated with inventory of personal computers and interest accrued. The fund is also increased by an additional \$77,914 which is the remaining amount necessary to fully cover the cost of the Performance Measures software, which is to be a shared cost split between all departments.

Fund 654 Information Services Fund

Information Services

Resources	55,767	
Expenditures	55,767	0.00

The amount transferred from the General Fund is increased by an additional \$55,767. This brings the total to \$655,767 to match the actual amount lapsed by the IS department when they were still in the General Fund. This final transfer amount will close out all IS department direct activity in the General Fund and all future activity will be budgeted within the Information Services Fund 654.

Fund 714 Retiree Benefit Trust Fund

General Expense

Resources	941,041	
Operational Reserves	941,041	0.00

This fund is increase by a new transfer of \$941,041 from the Employee Benefits Fund 614 that was supposed to have been made last year. Since the transfer was not made, the cash rolled forward in Fund 614 and has to be newly budgeted in Fund 714 to complete the transaction. The additional funds are budgeted in the Operational Contingency.

**ATTACHMENT B – IN THE MATTER OF ADOPTING THE FY2003-2004
SUPPLEMENTAL BUDGET #1 MAKING, REDUCING AND TRANSFERRING
APPROPRIATIONS**

Contracts requiring delegation of authority to the County Administrator:

Billing Authority for Acute Care Hospitals (LaneCare)				
Type	Contractor	Description	Time	Amount
BA	Mercy Medical Hospital	Inpatient	10/1/04-9/30/05	\$300,000
BA	Providence Health Systems	Inpatient	10/1/04-9/30/05	\$300,000
BA	Samaritan Health Services	Inpatient	10/1/04-9/30/05	\$300,000
BA	PeaceHealth Oregon Region	Inpatient	10/1/04-9/30/05	\$1,000,000
R	Human Services Coalition of Lane County	Homeless Youth Services	10/1/04-6/30/05	\$29,000
R	Northwest Health Foundation	Homeless Youth Mental Health Services	1/1/05-12/31/07	\$90,000
R	Emerald People's Utility District	Energy Assistance Programs	1/1/05-12/31/07	\$120,600