

W.2.a.

AGENDA COVER MEMORANDUM

AGENDA DATE: Wednesday, December 13, 2006

PRESENTED TO: Board of County Commissioners

PRESENTED BY: Christine Moody, Management Analyst

AGENDA TITLE: PUBLIC HEARING AND ORDER/IN THE MATTER OF ADOPTING THE FY 2006-2007 SUPPLEMENTAL BUDGET #1, MAKING, REDUCING AND TRANSFERRING APPROPRIATIONS

I. MOTION

MOVE APPROVAL OF THE ORDER ADOPTING THE FY 2006-2007 SUPPLEMENTAL BUDGET #1 MAKING, REDUCING AND TRANSFERRING APPROPRIATIONS.

II. AGENDA ITEM SUMMARY

The Board is being asked to adopt the FY 2006-2007 Supplemental Budget #1. Under Oregon's local budget law, a supplemental budget is required to appropriate unanticipated revenues and expenses that could not have been foreseen at the time of budget preparation for the current year. A supplemental budget adjustment is also required where transfers create a new appropriation category or where there are reductions in appropriations.

III. BACKGROUND/IMPLICATIONS OF ACTION

A. Board Action and Other History

The Board adopted the FY 2006-2007 budget on June 21, 2006, in Board Order #06-06-21-1. Lane County typically processes three supplemental budgets per year. This is the first supplemental budget requested for FY 2006-2007.

This supplemental budget was advertised in The Register-Guard on December 7, 2006.

The publication form used for the supplemental budget process is available under state budget law. Separate rules apply to proposed changes above or below 10%. Because this supplemental contains changes greater than 10% for nine funds (Law Library Fund, Road Fund, Public Lands Corners Preservation Fund, County Clerks Fund, Juvenile Justice Center Construction Fund, Animal Regulation Capital Improvement Fund, Regional Information Systems Fund, PC Replacement Fund, and Retiree Benefit Trust Fund), the Board of Commissioners is required to hold a public hearing before taking final action.

B. Policy Issues

The supplemental budget is in compliance with state budget law. It is County policy to hold a Public Hearing when processing each supplemental budget, whether or not it is required by state budget law. That policy is being followed here.

There is one item requested in the supplemental budget that requests the use of the general fund lapse exceeding the 2% return requirement as detailed in Lane Manual 4.011 (5). The request is made by the Sheriff's Office, the amount requested is \$84,520 and is detailed in bold on page 1 of attachment A. Past Board practice has been that the request from a department to use excess lapse, rather than put it back into the discretionary general fund reserve, is determined on a case by case basis by the Board of County Commissioners.

C. Board Goals

Lane County's budget and financial management policies support the County's strategic goal of ensuring stability in service delivery to promote the efficient use of public funds.

D. Financial and/or Resource Considerations

The supplemental budget submitted for approval represents a balanced budget.

E. Analysis

Analysis and detail on the proposed changes are found on Board Order Attachment A and should be referred to.

F. Alternatives/Options

Within local budget law, the Board of Commissioners may amend the supplemental budget as published, with any increases limited to \$5,000 or 10% per fund, whichever is greater.

V. RECOMMENDATION

Budget staff recommends the Board adopt the supplemental budget and make the necessary appropriations, transfers and reductions as requested. Staff further recommends the Board specifically discuss and make a decision with regard to the request for General Fund Lapse use by the Sheriff's Office.

VI. TIMING/IMPLEMENTATION

There are no specific deadline for adopting the supplemental budget other than if it is delayed, a second public hearing would have to be held and if more than 30 days passes since the advertisement date stated above, a new legal ad would have to be placed at least five days prior to adoption.

VII. FOLLOW-UP

Upon approval of the supplemental, County Administration budget staff will adjust the appropriations on the general ledger.

VIII. ATTACHMENTS

Board Order
Board Order Attachment A – Analysis and detail of requested adjustments
Board Order Attachment B – Contract Delegation List

IN THE BOARD OF COUNTY COMMISSIONERS OF LANE COUNTY, OREGON

RESOLUTION AND ORDER) **IN THE MATTER OF ADOPTING THE FY2006-**
06-12-13- __) **2007 SUPPLEMENTAL BUDGET #1 MAKING,**
) **REDUCING AND TRANSFERRING**
) **APPROPRIATIONS**

WHEREAS, Supplemental Budget #1 for Fiscal Year 2006-2007 was advertised in The Register-Guard on December 7, 2006, 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 FY2006-2007 Supplemental Budget #1 was held in the Public Service Building, Lane County on December 13, 2006; 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, 2006 and for the purposes as outlined on Attachment A be additionally appropriated, reduced or transferred as follows:

Fund 124 General Fund

Youth Services	<u>Amount</u>	<u>FTE</u>
Resources	26,835	
Expenditures	(71,392)	(3.13)
 District Attorney	 <u>Amount</u>	 <u>FTE</u>
Resources	89,453	
Expenditures	43,595	0.00
 Public Safety	 <u>Amount</u>	 <u>FTE</u>
Resources	137,499	
Expenditures	(100,091)	0.00
 Assessment & Taxation	 <u>Amount</u>	 <u>FTE</u>
Resources	0	
Expenditures	(44,690)	0.00
 Health & Human Svcs	 <u>Amount</u>	 <u>FTE</u>
Resources	0	
Expenditures	169,177	0.00
 County Administration	 <u>Amount</u>	 <u>FTE</u>
Resources	(118,421)	
Expenditures	(132,235)	0.00

County Counsel	<u>Amount</u>	<u>FTE</u>
Resources	0	
Expenditures	(5,280)	0.00
Management Services	<u>Amount</u>	<u>FTE</u>
Resources	0	
Expenditures	20,131	1.00
Human Resources	<u>Amount</u>	<u>FTE</u>
Resources	0	
Expenditures	(15,099)	0.00
General Expense	<u>Amount</u>	<u>FTE</u>
Resources	(987,131)	
Materials & Services	5,000	
Fund Transfers	188,304	
Operational Reserves	<u>(909,185)</u>	
Total	(271,250)	0.00
Public Works (subfund 131)	<u>Amount</u>	<u>FTE</u>
Resources	381,332	
Expenditures	381,332	0.00
<u>Fund 216 Parks & Open Spaces Fund</u>		
Public Works	<u>Amount</u>	<u>FTE</u>
Resources	(14,313)	
Expenditures	(14,313)	0.00
<u>Fund 222 Law Library Fund</u>		
County Counsel	<u>Amount</u>	<u>FTE</u>
Resources	30,844	
Expenditures	30,844	0.00
<u>Fund 225 General Road Fund</u>		
Public Works	<u>Amount</u>	<u>FTE</u>
Resources	7,453,213	
Expenditures	7,453,213	0.00
<u>Fund 231 Liquor Law Enforcement Fund</u>		
District Attorney	<u>Amount</u>	<u>FTE</u>
Resources	(4,716)	
Expenditures	(4,716)	0.00
<u>Fund 240 Public Lands Preservation Fund</u>		
Public Works	<u>Amount</u>	<u>FTE</u>
Resources	157,961	
Expenditures	157,961	0.00

Fund 241 County School Fund

General Expense	<u>Amount</u>	<u>FTE</u>
Resources	(9,000)	
Materials & Services	<u>(9,000)</u>	0.00
Total	0	

Fund 244 County Clerks Fund

Management Services	<u>Amount</u>	<u>FTE</u>
Resources	61,685	
Expenditures	61,685	0.00

Fund 250 Title County Clerks Fund

General Expense	<u>Amount</u>	<u>FTE</u>
Resources	360,596	
Operational Contingency	<u>360,596</u>	0.00
Total	0	

Fund 260 Special Revenue Fund

Youth Services (subfund 260)	<u>Amount</u>	<u>FTE</u>
Resources	356,718	
Expenditures	356,718	2.13

District Attorney (subfund 261)	<u>Amount</u>	<u>FTE</u>
Resources	85,200	
Expenditures	85,200	1.00

Public Safety (subfund 263)	<u>Amount</u>	<u>FTE</u>
Resources	206,329	
Expenditures	206,329	0.00

Children & Families (subfund 265)	<u>Amount</u>	<u>FTE</u>
Resources	139,323	
Expenditures	139,323	0.50

Public Works (subfund 266)	<u>Amount</u>	<u>FTE</u>
Resources	81,870	
Expenditures	81,870	0.00

County Administration (subfund 267)	<u>Amount</u>	<u>FTE</u>
Resources	(22,837)	
Expenditures	<u>(22,837)</u>	0.00

Management Services (subfund 268)	<u>Amount</u>	<u>FTE</u>
Resources	133,521	
Expenditures	133,521	0.00

General Expense (subfund 269)	<u>Amount</u>	<u>FTE</u>
Resources	538,442	
Materials & Services	60,221	

Transfers	308,000	
Operational Contingency	<u>170,221</u>	0.00
Total	0	

Fund 283 Animal Regulation Authority Fund

Management Services	<u>Amount</u>	<u>FTE</u>
Resources	-17,332	
Expenditures	-17,332	0.00

Fund 285 Intergovernmental Human Services Fund

Health & Human Services	<u>Amount</u>	<u>FTE</u>
Resources	326,563	
Expenditures	326,563	.90

Fund 286 Health & Human Services Fund

Health & Human Services	<u>Amount</u>	<u>FTE</u>
Resources	3,566,283	
Expenditures	3,566,283	(5.00)

Fund 287 LaneCare Fund

Health & Human Services	<u>Amount</u>	<u>FTE</u>
Resources	(1,397,032)	
Expenditures	(1,397,032)	0.00

Fund 323 Fairboard Debt Service Fund

General Expense	<u>Amount</u>	<u>FTE</u>
Resources	1,869	
Operational Contingency	<u>1,869</u>	0.00
Total	0	

Fund 333 Special Obligation Bond Retirement Fund

General Expense	<u>Amount</u>	<u>FTE</u>
Resources	12,310	
Materials & Services	<u>12,310</u>	0.00
Total	0	

Fund 336 General Obligation Bond Retirement Fund

General Expense	<u>Amount</u>	<u>FTE</u>
Resources	102,248	
Debt Service	<u>102,248</u>	0.00
Total	0	

Fund 435 Capital Improvement Fund

Management Services	<u>Amount</u>	<u>FTE</u>
Resources	(1,098,500)	

Expenditures	(1,098,500)	0.00
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Fund 454 Juvenile Justice Center Construction Fund

General Expense	<u>Amount</u>	<u>FTE</u>
Resources	318,028	
Capital Expenses	549,100	
Reserves	<u>(231,072)</u>	0.00
Total	0	

Fund 484 Animal Regulation Capital Improvement Fund

Management Services	<u>Amount</u>	<u>FTE</u>
Resources	\$18,942	
Expenditures	\$18,942	0.00

Fund 521 Fair Board Fund

Fair Board	<u>Amount</u>	<u>FTE</u>
Resources	200,000	
Expenditures	200,000	0.00

Fund 530 Solid Waste Disposal Fund

Public Works	<u>Amount</u>	<u>FTE</u>
Resources	(1,581,062)	
Expenditures	(1,581,062)	0.00

Fund 539 Corrections Commissary Fund

Public Safety	<u>Amount</u>	<u>FTE</u>
Resources	(20,399)	
Expenditures	(20,399)	0.00

Fund 552 Regional Information Systems Fund

Information Services	<u>Amount</u>	<u>FTE</u>
Resources	903,942	
Expenditures	903,942	0.00

Fund 612 Self Insurance Fund

General Expense	<u>Amount</u>	<u>FTE</u>
Resources	(55,992)	
Operational Contingency	(55,992)	0.00

Fund 614 Employee Benefit Fund

General Expense	<u>Amount</u>	<u>FTE</u>
Resources	3,991,597	
Materials & Services	3,134,620	0.00
Operational Contingency	<u>856,977</u>	
Total	0	

Fund 615 PERS Bond Fund

	<u>Amount</u>	<u>FTE</u>
General Expense		
Resources	261,182	
Operational Contingency	<u>261,182</u>	0.00
Total	0	

Fund 619 Motor and Equipment Pool Fund

	<u>Amount</u>	<u>FTE</u>
Public Safety		
Resources	(328,955)	
Expenditures	(328,955)	0.00

	<u>Amount</u>	<u>FTE</u>
Public Works		
Resources	1,126,599	
Expenditures	0	

Unappropriated Reserves	1,126,599	0.00
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Fund 627 Intergovernmental Services Fund

	<u>Amount</u>	<u>FTE</u>
Management Services		
Resources	28,564	
Expenditures	28,564	0.00

Fund 653 PC Replacement Fund

	<u>Amount</u>	<u>FTE</u>
Information Services		
Resources	622,987	
Expenditures	622,987	0.00

Fund 654 Information Services Fund

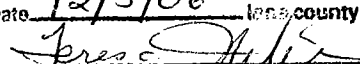
	<u>Amount</u>	<u>FTE</u>
Information Services		
Resources	547,254	
Expenditures	547,254	0.00

Fund 714 Retiree Benefit Trust Fund

	<u>Amount</u>	<u>FTE</u>
General Expense		
Resources	772,274	
Operational Reserves	<u>772,274</u>	0.00
Total	0	

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

Dated this ____ day of December 2006.

APPROVED AS TO FORM
Date 12/5/06 Lane County

OFFICE OF LEGAL COUNSEL

Chair
Lane County Board of Commissioners

ATTACHMENT A – IN THE MATTER OF ADOPTING THE FY2006-2007 SUPPLEMENTAL BUDGET #1 MAKING, REDUCING AND TRANSFERRING APPROPRIATIONS

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

Fund 124 (& Subfund 131) General Fund

Youth Services	<u>Amount</u>	<u>FTE</u>
Resources	26,835	
Expenditures	(71,392)	(3.13)

Adjusting revenue for unanticipated grant extensions or renews. Receipt of these grants resulted in general funds being available to the Detention Kitchen and a new Enhanced Supervision program where extra help will be necessary and freed up funds for more support services to youth and resulted in the movement of FTE from the general fund to the special revenue fund as detailed below. Also adjusted amount of SAMHSA carried forward from FY 05-06 to FY 06-07. Benefit costs came in lower than estimated during budget prep and expenditures were decreased in that amount and returned to the General Fund reserve.

Detention Custodian (position #23711) is being moved from Youth Services to Management Services. This is the only custodian within the Department of Youth Services. Supervision of position moved one year ago to MS, but funds for salary were still located in YS. Adjustment is approved by YS, MS and the union. Movement allows for more qualified supervision and allows for partial backup of duties in the event employee is out. Moves 1.0 FTE from YS to MS and salary & benefits (\$60,756).

District Attorney	<u>Amount</u>	<u>FTE</u>
Resources	89,453	
Expenditures	43,595	0.00

Benefit costs came in lower than estimated during budget prep and expenditures were decreased in that amount and returned to the General Fund reserve. Award of Paul Coverdell Forensic Science Improvement Grant in amount of \$94,988 which will be used to purchase a portable digital x-ray machine in the current fiscal year. Reduce Unitary Assessment grant from amount estimated during budget prep to match actual. Shortfall of funding is made up by reducing various other budgeted expense amounts. Budgeting additional \$3,000 revenue & expenditures as a result of VAWA Grant which DA's office has received for 6 years.

Public Safety	<u>Amount</u>	<u>FTE</u>
Resources	137,499	
Expenditures	(100,091)	0.00

Benefit costs came in lower than estimated during budget prep and expenditures were decreased in that amount and returned to the General Fund reserve. **Increase carry forward General Fund revenue, \$84,520, due to excess lapse funding from the FY 05/06 Sheriff's Office budget, and increase communication expense \$84,520 towards the purchase of digital radios for required communications upgrade in Corrections Division.** Increase revenue in County Law Enforcement program for DOJ 2005 & 2006 Grant funds totaling \$52,979.

Assessment & Taxation	<u>Amount</u>	<u>FTE</u>
Resources	0	
Expenditures	(44,690)	0.00

Benefit costs came in lower than estimated during budget prep and expenditures were decreased in that amount and returned to the General Fund reserve.

Health & Human Svcs	<u>Amount</u>	<u>FTE</u>
Resources	0	
Expenditures	169,177	0.00

Changing how 169,177 Add Package granted during FY 06-07 Budget Committee meetings is processed through the department. Originally increased transfer authority in General Fund within General Expense. This changes it to increased authority within General Fund in H&HS.

County Administration	<u>Amount</u>	<u>FTE</u>
Resources	(118,421)	
Expenditures	(132,235)	0.00

Benefit costs came in lower than estimated during budget prep and expenditures were decreased in that amount and returned to the General Fund reserve. Reducing carry forward funds in PIO program to match actual and reducing advertising & publicity expense.

County Counsel	<u>Amount</u>	<u>FTE</u>
Resources	0	
Expenditures	(5,280)	0.00

Benefit costs came in lower than estimated during budget prep and expenditures were decreased in that amount and returned to the General Fund reserve.

Management Services	<u>Amount</u>	<u>FTE</u>
Resources	0	
Expenditures	20,131	1.00

Benefit costs came in lower than estimated during budget prep and expenditures were decreased in that amount and returned to the General Fund reserve. Detention Custodian (position #23711) currently in Youth Services and moving to Management Services. This is the only custodian within the Department of Youth Services. Supervision of position moved one year ago to MS, but funds for salary were still located in YS. Adjustment is approved by YS, MS and the union. Movement allows for more qualified supervision and allows for partial backup of duties in the event employee is out. Moves 1.0 FTE from YS to MS and salary & benefits (\$60,756).

Human Resources	<u>Amount</u>	<u>FTE</u>
Resources	0	
Expenditures	(15,099)	0.00

Benefit costs came in lower than estimated during budget prep and expenditures were decreased in that amount and returned to the General Fund reserve.

General Expense	<u>Amount</u>	<u>FTE</u>
Resources	(987,131)	
Materials & Services	5,000	
Fund Transfers	188,304	
Operational Reserves	<u>(909,185)</u>	
TOTAL	(271,250)	0.00

Increase contingency in amount of benefit costs being refunded by departments. Correcting 169,177 Add Package granted during FY 06-07 Budget Committee meetings. Originally increased transfer authority in General Fund within General Expense. This changes it to increased authority within General Fund in H&HS.

The General Fund Cash Balance was just over \$1.1 million below budget. This shortfall was offset by reducing department budgets by \$440,427 in the employee benefit area due to benefit costs only growing at 6.1% instead of the 12% originally budgeted. Revenue was also increased by \$79,827 due to lapse from Health & Human Services coming in higher than budget. These reduced the shortfall to \$546,704. Children & Families was moved to a special revenue fund this year. Their year-end lapse for last year is still in the General Fund and must be transferred. This \$321,818 transfer removes cash from the General Fund. This transfer plus the prior shortfall increases the deficit back up to \$868,523. The General Fund Reserve was reduced by this amount to rebalance the General Fund.

Board Order 06-04-26-12 approved transfer of \$10k from operational reserves to M&S in FY 05-06. Only \$5,000 was spent. This moves additional \$5,000 approved for income survey for Row River valley residents.

Payback of 2% lapse of discretionary General Fund from Health & Human Services, Fund 286.

Reduce General Fund reserves by \$35,663 and transfer the year-end lapse of nondiscretionary funds to PSCC in County Admin, Fund 267. Adjust fund balance and contingency within fund 267 to balance fund.

Public Works (subfund 131)	<u>Amount</u>	<u>FTE</u>
Resources	381,332	
Expenditures	381,332	0.00

Actual fund balance at end of FY 05-06 was \$381,332 over the amount budgeted in the FY 06-07 Adopted Budget. Distributed \$31k for implementation of consultant's recommendations, \$150k for Imaging Project, and \$200k for E-commerce development.

Fund 216 (& subfund 217) Parks & Open Spaces Fund

Public Works	<u>Amount</u>	<u>FTE</u>
Resources	(14,313)	
Expenditures	(14,313)	0.00

Adjust Fund Balances to match actual and decrease to Operational Contingency.

Fund 222 Law Library Fund

County Counsel	<u>Amount</u>	<u>FTE</u>
Resources	30,844	
Expenditures	30,844	0.00

This reflects the actual fund balance carry forward from last year, \$25,000 of which is put into reserves towards future capital projects, \$4,500 to provide online research materials to supplement the printed materials. \$850 revenue & expense reflect grant reimbursement for a national conference.

Fund 225 General Road Fund

	<u>Amount</u>	<u>FTE</u>
Public Works		
Resources	7,453,213	
Expenditures	7,453,213	0.00

Adjust Fund Balance to actual (\$7,484,888 over the Adopted budget). Increase reserves and expenditures to accommodate increased construction costs, funds in the LGIP \$2,123,878; ODOT request to move a project FY 08-09 to 06-07 \$2,500,000; Reserves for future projects of \$2,011,010; move projects from CIP to maintenance \$775,000 to reflect scale back of projects due to cost increases; Maintenance project moved from FY 05-06 to 06-07 \$75,000; and a decrease (\$300,000) in Federal Highway reimbursement due to scale back of a project. Increase Bridge Contracts to reflect increased cost for Row River Rd mp 16.64 Bridge, Reduce future projects to reflect net change.

Fund 231 Liquor Law Enforcement Fund

	<u>Amount</u>	<u>FTE</u>
District Attorney		
Resources	(4,716)	
Expenditures	(4,716)	0.00

Adjust the Fund Balance actual and decrease materials & services to balance fund.

Fund 240 Public Lands Preservation Fund

	<u>Amount</u>	<u>FTE</u>
Public Works		
Resources	157,961	
Expenditures	157,961	0.00

Adjust Fund Balance to actual carryover; Offset to Operational Contingency

Fund 241 County School Fund

	<u>Amount</u>	<u>FTE</u>
General Expense		
Resources	(9,000)	
Materials & Services	(9,000)	0.00
TOTAL	0	

Decrease fund balance to match actual. Agency payments are reduced.

Fund 244 County Clerks Fund

	<u>Amount</u>	<u>FTE</u>
Management Services		
Resources	61,685	
Expenditures	61,685	0.00

Adjust fund balance to match actual and increase contingency.

Fund 250 Title County Clerks Fund

General Expense	<u>Amount</u>	<u>FTE</u>
Resources	360,596	
Operational Contingency	<u>360,596</u>	0.00
TOTAL	0	

Adjust fund balance to match actual; adjust contingency to balance fund.

Fund 260 Special Revenue Fund

Youth Services (subfund 260)	<u>Amount</u>	<u>FTE</u>
Resources	356,718	
Expenditures	356,718	2.13

Juvenile Breaking the Cycle Grant extended to Dec 30, 2006 due to approval to carry over unspent grant monies to FY07 to continue the work with youth and families. Adjust Juvenile Crime Prevention Diversion funds carry to match actual. Funds to be used to continue work with high risk youth. CSOM grant adjusted to actual. Unspent money approved by grantor to be carried over to FY07 to continue work with Sex Offender youth. BRS reimbursement revenue for Treatment Foster Care was left out of the original budget in error. Oregon Youth Authority wraparound carryover increased to match actual. Juvenile Crime Prevention funding for Treatment Foster Care increased to match actual. Unspent money can be used in current fiscal year to continue to provide services to youth. Juvenile Crime Prevention Best Practices funding not completely spent in FY 05-06 and carried forward to FY 06-07. New grant from City of Eugene granted Youth Services an additional amount of \$9,000 to perform youth crew assignments in parks and recreational areas. Juvenile Crime Prevention Shelter and Assessment funding adjusted to match actual. Video Lottery funds approved in FY 05-06 but not transferred to department will be transferred in FY 06-07.

District Attorney (subfund 261)	<u>Amount</u>	<u>FTE</u>
Resources	85,200	
Expenditures	85,200	1.00

Add additional revenue received from Rotary Duck Race Grant to fund a new Victim Advocate Position, increasing Division's FTE count by 1.0 FTE. Adjust Fund Balance Carryover of the Family Law Incentives Fund and Victim Services Emergency Services Fund to actual.

Public Safety (subfund 263)	<u>Amount</u>	<u>FTE</u>
Resources	206,329	
Expenditures	206,329	0.00

Adjust Fund Balance to match actual and increase operational contingency.

Children & Families (subfund 265)	<u>Amount</u>	<u>FTE</u>
Resources	139,323	
Expenditures	139,323	0.50

The ED/TA DV Women With Disabilities Grant requires addition of .22 FTE of an OA2 position which will be added to Position No. 50045, for which the grant budget has made provision along with the increased costs of that portion to move the OA2 from a temporary position to a regular position. Children and Families Community Mobilization has additional funds to increase the

same OA2 position by .28 FTE and bring it from a temporary position to a regular position. Human Resources is aware of this change and has approved it. The ED/TA WWD Grant was applied for and accepted by Board Order No. 06-1-18-4. It is a three year grant for a total of \$750,000. Also, acceptance and allocation of the \$15,000 Faye & Lucille Stewart Foundation Grant for Behavior Health Access Project. Fund balance from FY 05-06 moved from General Fund to special revenue fund for FY 06-07. This adjustment transfers the department's remaining 05-06 general fund cash balance to the special revenue fund in the amount of \$321,818.

Public Works (subfund 266)	<u>Amount</u>	<u>FTE</u>
Resources	81,870	
Expenditures	81,870	0.00

Adjust Fund Balance to match actual; offset to Operational Contingency.

County Administration (subfund 267)	<u>Amount</u>	<u>FTE</u>
Resources	(22,837)	
Expenditures	(22,837)	0.00

Adjust fund balance to actual; correct video lottery budget to reflect additional \$5,000 that should have been paid in 05-06 and will be paid in 06-07. Decreasing Prof & Consulting to actual anticipated amount of \$20,000. Decrease LCOG contract in Fund 269 (transfer fund to 267) to cover funding of extra help employee Heather Edwards in Econ & Dev Division (show revenue as transfer from 269). Reduce General Fund reserves and transfer the year-end lapse of nondiscretionary funds to PSCC in County Admin, Fund 267. Adjust fund balance and contingency within fund 267 to balance fund.

Management Services (subfund 268)	<u>Amount</u>	<u>FTE</u>
Resources	133,521	
Expenditures	133,521	0.00

Adjust fund balance to actual and decrease reserves.

General Expense (subfund 269)	<u>Amount</u>	<u>FTE</u>
Resources	538,442	
Materials & Services	60,221	
Transfers	308,000	
Operational Contingency	<u>170,221</u>	0.00
TOTAL	0	

Adding grant OECDD \$20,000 and M&S-Board Order #06-3-22-11; Adding revenue contract with City of CG \$15,000-Board Order #06-4-26-12; Adding expenses for CG contract Board Order #06-4-26-12. Decrease contingency by 46k in 5770084 (Video Lottery) and increase agency payments by same amount in 5770080. Increase General Expense, Special Revenue cash balance by \$194,934 for the following programs: Affordable Housing - \$221; Tourism Projects - \$214,976; Court Facilities Security - (\$20,263). Increase Agency Payments by \$221 for affordable housing projects; the balance of \$194,713 is put into Operational Contingency. Decrease LCOG contract (transfer fund to 267) to cover funding of extra help employee Heather Edwards in Econ & Dev Division (show revenue as transfer from 269). ED Standing committee increased distribution to departments in FY 0506, but information was not passed on to fiscal people making transfers. Additional funds due to Youth Svcs (36k) & Econ Development in County Admin (5k). Remaining funds put into contingency. Transfer \$46,000 video lottery funds between programs so that revenue is in same location as expense. Increase Transient Room Tax revenues by \$153,524 and cash balance by \$46,476 due to higher than

expected revenues. Increase TRT Transfer sweep to Fair Board Fund 521 by \$200,000 where \$172,000 of the funds are to be used to pay off their PERS Bond liability and the balance goes into the capital reserve account.

Fund 283 Animal Regulation Authority Fund

Management Services	<u>Amount</u>	<u>FTE</u>
Resources	(17,332)	
Expenditures	(17,332)	0.00

New Contract with the City of Veneta For Kennel Services Effective Date Nov 1, 2006 - June 30, 2007, in amount of \$3,667. Adjust fund balance to actuals including correction to show larger fund balance in Adopt a Kennel Program which previously did not carry its own fund balance.

Fund 285 Intergovernmental Human Services Fund

Health & Human Services	<u>Amount</u>	<u>FTE</u>
Resources	326,563	
Expenditures	326,563	.90

Appropriated the funding changes as follows: Increase in fund balance carryover of \$538,267, Reduction in Title X Funding of (\$25,258), Reduction in Title XIX Funding (247,396). FTE Changes: Added 1.0 FTE CSW 2 (#73408017), Added 1.0 FTE Admin. Assistant (#43270). Eliminated 1.0 FTE CSW2-B (#34200). Reduced by .10 to .90 FTE Nurse Practitioner (#15611)

Fund 286 Health & Human Services Fund

Health & Human Services	<u>Amount</u>	<u>FTE</u>
Resources	3,566,283	
Expenditures	3,566,283	(5.00)

Adjust fund balances in all programs and appropriate adjusting expenses. Appropriate increase in Mental Health grant through Amd 47. Add new revenue for SAMHSA grant \$25,000, OHD Suicide grant \$84,800 and Special grant for Brain Development conference with correlating expenses. To bring the revenues and expenditures to date with the OHD Grant through Amd 3. Increase CCA revenue and expenses in program 610 & 660. Appropriate new grant revenue and expenses in program 611 as per 2 year domestic violence grant. FTE CHANGES: Decrease 1.25 fte in program 200 due to cuts to OHD grant and reduce 1.55 fte in program 211 due to end of Breast & Cervical Cancer grant closure and 2. fte in program 235 due to loss of funding from State Healthy Start grant and reduce .2 fte in program 231 due to grant reduction. Increased .33 fte in program 412 and decreased .33 fte in program 420 due to shifting staff to cover program need. Net fte decrease of 5.0 FTE. Payback of 2% lapse of discretionary General Fund from Fund 286.

Fund 287 LaneCare Fund

Health & Human Services	<u>Amount</u>	<u>FTE</u>
Resources	(1,397,032)	
Expenditures	(1,397,032)	0.00

Adjust fund balance to match actual; decrease expenditures and contingency.

Fund 323 Fairboard Debt Service Fund

General Expense	<u>Amount</u>	<u>FTE</u>
Resources	1,869	
Operational Contingency	<u>1,869</u>	0.00
TOTAL	0	

Increasing cash balance to match actual. Expense budgeted in bonded indebtedness reserve.

Fund 333 Special Obligation Bond Retirement Fund

General Expense	<u>Amount</u>	<u>FTE</u>
Resources	12,310	
Materials & Services	<u>12,310</u>	0.00
TOTAL	0	

Increasing fund balance to match actual. Expense budgeted in materials & services.

Fund 336 General Obligation Bond Retirement Fund

General Expense	<u>Amount</u>	<u>FTE</u>
Resources	102,248	
Debt Service	<u>102,248</u>	0.00
TOTAL	0	

Increasing cash balance to match actual. Expense budgeted in debt service.

Fund 435 Capital Improvement Fund

Management Services	<u>Amount</u>	<u>FTE</u>
Resources	(1,098,500)	
Expenditures	<u>(1,098,500)</u>	0.00

Adjust fund balance to match actual and decrease contingency to balance fund.

Fund 454 Juvenile Justice Center Construction Fund

General Expense	<u>Amount</u>	<u>FTE</u>
Resources	318,028	
Capital Expenses	549,100	
Reserves	<u>(231,072)</u>	0.00
TOTAL	0	

Appropriate \$279,846 in real property sales proceeds from the Kaufman property earmarked for remodeling the Armory at the Juv. Just. Center per B.O. 06-10-18-8; Increase actual cash balance \$38,182 over adopted budget estimate; transfer \$231,072 from operational reserves to capital projects for improvements which taken together will fully fund the re-roofing of two

existing buildings, including acquisition and installation of new rooftop mechanical equipment, at the Lane County National Guard Armory totaling \$499,180 + 10% = \$549,100.

Fund 484 Animal Regulation Capital Improvement Fund

Management Services	<u>Amount</u>	<u>FTE</u>
Resources	\$18,942	
Expenditures	\$18,942	0.00

Adjust fund balance to match actual and increase contingency.

Fund 521 Fair Board Fund

Fair Board	<u>Amount</u>	<u>FTE</u>
Resources	200,000	
Expenditures	200,000	0.00

Increase Transient Room Tax revenues by \$153,524 and cash balance by \$46,476 due to higher than expected revenues. Increase TRT Transfer sweep to Fair Board Fund 521 by \$200,000 where \$172,000 of the funds are to be used to pay off their PERS Bond liability and the balance goes into the capital reserve account.

Fund 530 Solid Waste Disposal Fund

Public Works	<u>Amount</u>	<u>FTE</u>
Resources	(1,581,062)	
Expenditures	(1,581,062)	0.00

Adjust Fund Balance to match actual; offset to Operational Contingency and Operational Reserves

Fund 539 Corrections Commissary Fund

Public Safety	<u>Amount</u>	<u>FTE</u>
Resources	(20,399)	
Expenditures	(20,399)	0.00

Decrease fund balance to equal actual carry forward from FY 05/06 with an equal decrease in Reserves.

Fund 552 Regional Information Systems Fund

Information Services	<u>Amount</u>	<u>FTE</u>
Resources	903,942	
Expenditures	903,942	0.00

Adjust fund balance to match actuals. Additional revenues will be used for regional capital projects, the AIRS Conversion and infrastructure replacement.

Fund 612 Self Insurance Fund

	<u>Amount</u>	<u>FTE</u>
General Expense		
Resources	(55,992)	
Operational Contingency	<u>(55,992)</u>	0.00
TOTAL	0	

Adjusting fund balance to match actual rather than estimate determined during budget prep. Operational contingency decreased to balance fund.

	<u>Amount</u>	<u>FTE</u>
Fund 614 Employee Benefit Fund		
General Expense		
Resources	3,991,597	
Materials & Services	3,134,620	0.00
Operational Contingency	<u>856,977</u>	
TOTAL	0	

Adjusting fund balances to actual balances, increase reserves. Budget for Employer Pickup of 6% PERS/OPSRP contribution which was being negotiated at time of budget preparation. Expense was budgeted within department budgets and this amount represents the pass through receipt and payment to PERS.

Fund 615 PERS Bond Fund

	<u>Amount</u>	<u>FTE</u>
General Expense		
Resources	261,182	
Operational Contingency	<u>261,182</u>	0.00
TOTAL	0	

Increasing cash balance to match actual and increase reserves to balance fund.

Fund 619 Motor and Equipment Pool Fund

	<u>Amount</u>	<u>FTE</u>
Public Safety		
Resources	(328,955)	
Expenditures	<u>(328,955)</u>	0.00

Decrease fund balances to equal actual carry forward from FY 05/06 with an equal decrease in expense budgets (\$117,837 for Communication Services and Equipment, \$71,609 for Helicopter Expense and \$139,509 for Fleet Reserves).

	<u>Amount</u>	<u>FTE</u>
Public Works		
Resources	1,126,599	
Expenditures	0	
Unappropriated Reserves	1,126,599	0.00

Adjust Fund Balance to FY0506 actual carryover; Offset to Unappropriated Reserves in Fleet Replacement.

Fund 627 Intergovernmental Services Fund

Management Services	<u>Amount</u>	<u>FTE</u>
Resources	28,564	
Expenditures	28,564	0.00

Adjust fund balance to actual and increase operating contingency.

Fund 653 PC Replacement Fund

Information Services	<u>Amount</u>	<u>FTE</u>
Resources	622,987	
Expenditures	622,987	0.00

Adjust fund balance to match actual. The additional Department revenues are budgeted in alignment with the PCRF schedule.

Fund 654 Information Services Fund

Information Services	<u>Amount</u>	<u>FTE</u>
Resources	547,254	
Expenditures	547,254	0.00

Adjust fund balance to match actual. These additional appropriations are due to the uncertainty of operating as an Internal Services Fund and will be used for future customer projects, the Back-up Solution and Help Desk SW acquisition.

Fund 714 Retiree Benefit Trust Fund

General Expense	<u>Amount</u>	<u>FTE</u>
Resources	772,274	
Operational Reserves	772,274	0.00
TOTAL	0	

Adjust fund balance to match actual and increase reserves.

ATTACHMENT B – IN THE MATTER OF ADOPTING THE FY2006-2007 SUPPLEMENTAL BUDGET #1 MAKING, REDUCING AND TRANSFERRING APPROPRIATIONS

Contracts requiring delegation of authority to the County Administrator:

TYPE	CONTRACTOR	NATURE	TERM	VALUE
E	SAFE, Inc.	LaneCare Provider Panel	1/1/07-12/31/07	\$200,000
E	Willamette Family	LaneCare Provider Panel	1/1/07-12/31/07	\$200,000
E	ChristieCare	LaneCare Provider Panel	1/1/07-12/31/07	\$100,000
E/A	PeaceHealth Oregon Region	Mental Health Services	1/1/07-12/31/07	\$100,000
E/A	Good Samaritan Regional Medical Center	LaneCare Provider Panel	1/1/07-12/31/07	\$75,000
E/A	Directions Service	LaneCare Provider Panel	1/1/07-12/31/07	\$75,000
E	Providence Health Systems	LaneCare Provider Panel	1/1/07-12/31/07	\$200,000