

W. J. A.

AGENDA COVER MEMORANDUM

AGENDA DATE: Wednesday, June 25, 2003

PRESENTED TO: Board of County Commissioners

PRESENTED BY: Dave Garnick, Senior Management Analyst
County Administration

AGENDA TITLE: PUBLIC HEARING AND ORDER/IN THE MATTER OF ADOPTING
THE FY2002-2003 SUPPLEMENTAL BUDGET #3, MAKING,
REDUCING AND TRANSFERRING APPROPRIATIONS

I. MOTION

MOVE APPROVAL OF THE ORDER ADOPTING THE FY2002-2003 SUPPLEMENTAL
BUDGET #3 MAKING, REDUCING AND TRANSFERRING APPROPRIATIONS.

II. ISSUE

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. DISCUSSION

A. Background

Submitted for the Board's consideration and approval is Supplemental Budget #3 for Fiscal Year 2002-2003. This supplemental budget was advertised in The Register-Guard on June 15, 2003.

We use the publication form of supplemental budget process available under state budget law. Separate rules apply to proposed changes above or below 10%. Because this supplemental contains changes greater than 10% for four funds (County Clerks Fund, Animal Regulation Authority Fund, Animal Regulation Capital Improvement Fund, and the Regional Information Systems Fund), the Board of Commissioners is required to hold a public hearing before taking final action.

B. Analysis

Please refer to the analysis and description of proposed changes in Board Order Attachment A.

C. 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.

D. Recommendation

Budget staff recommends the Board adopt the supplemental budget and make the necessary appropriations, transfers and reductions as requested.

IV. IMPLEMENTATION/FOLLOW-UP

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

V. ATTACHMENT

Board Order
Board Order Attachment A

IN THE BOARD OF COUNTY COMMISSIONERS OF LANE COUNTY, OREGON

RESOLUTION AND ORDER) **IN THE MATTER OF ADOPTING THE FY2002-**
03-6-25- __) **2003 SUPPLEMENTAL BUDGET #3 MAKING,**
) **REDUCING AND TRANSFERRING**
) **APPROPRIATIONS**

WHEREAS, Supplemental Budget #3 for Fiscal Year 2002-2003 was advertised in The Register-Guard on June 15, 2003, 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 FY2002-2003 Supplemental Budget #3 was held in the Public Service Building, Lane County on June 25, 2003; 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, 2002 and for the purposes as outlined on Attachment A be additionally appropriated, reduced or transferred as follows:

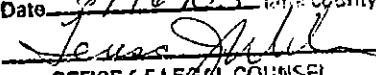
<u>Fund 124</u>	<u>General Fund</u>	<u>Amount</u>	<u>FTE</u>
	(10) Youth Services		
	Resources	1,301,840	
	Expense	1,301,840	0.00
	(14) Justice Courts		
	Resources	50,000	
	Expense	50,000	0.00
	(15) Public Safety		
	Resources	100,396	
	Expense	100,396	0.00
	(57) General Expense		
	Resources	65,034	
	Materials & Services	69,116	
	Operational Contingency	- 4,082	
	Operational Reserves	<u>0</u>	
	(57) Total	0	0.00

<u>Fund 228</u>	<u>Special Revenue and Services Fund</u>		
	(57) General Expense		
	Resources	210,000	
	Fiscal Transaction	210,000	
	Operational Contingency	-135,000	
	Operational Reserves	<u>135,000</u>	
	(57) Total	0	0.00
<u>Fund 241</u>	<u>County School Fund</u>		
	(57) General Expense		
	Resources	241,004	
	Materials & Services	<u>241,004</u>	
	(57) Total	0	0.00
<u>Fund 244</u>	<u>County Clerks Fund</u>		
	(55) Management Services		
	Resources	-22,727	
	Expense	-22,727	0.00
<u>Fund 249</u>	<u>Workforce Partnership Fund</u>		
	(37) Lane Workforce Partnership		
	Resources	60,000	
	Expense	60,000	0.00
<u>Fund 283</u>	<u>Animal Regulation Authority Fund</u>		
	(55) Management Services		
	Resources	-304,897	
	Expense	-304,897	0.00
<u>Fund 285</u>	<u>Intergovernmental Human Services Fund</u>		
	(34) Health & Human Services		
	Resources	198,268	
	Expense	198,268	0.00
<u>Fund 286</u>	<u>Health & Human Services Fund</u>		
	(34) Health & Human Services		
	Resources	218,261	
	Expense	218,261	0.00
<u>Fund 484</u>	<u>Animal Regulation Capital Improvement Fund</u>		
	(55) Management Services		
	Resources	-26,064	
	Expense	-26,064	0.00
<u>Fund 521</u>	<u>Fair Board Fund</u>		
	(35) Fair Board		
	Resources	210,000	
	Expense	210,000	0.00
<u>Fund 552</u>	<u>Regional Information Systems Fund</u>		
	(59) Regional Information Systems		
	Resources	787,500	
	Expense	787,500	0.00

<u>Fund 627</u>	<u>Intergovernmental Services Fund</u>		
	(55) Management Services		
	Resources	17,356	
	Expense	17,356	0.00

Dated this ____ day of June 2003.

Peter Sorenson, Chair
Board of County Commissioners

APPROVED AS TO FORM
Date 6/16/03 - large county

OFFICE OF LEGAL COUNSEL

ATTACHMENT A – IN THE MATTER OF ADOPTING THE FY2002-2003 SUPPLEMENTAL BUDGET #3 MAKING, REDUCING AND TRANSFERRING APPROPRIATIONS

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

<u>Fund 124 General Fund</u>	<u>Amount</u>	<u>FTE</u>
(10) Youth Services		
Resources	1,301,840	
Expense	1,301,840	0.00

To appropriate additional grant revenue and expenses for the Juvenile Breaking The Cycle grant extension and the Safe Schools/Healthy Students Grant. To appropriate Behavioral Rehabilitation Services (BRS) funding and the corresponding payments to Pathways and the Transition Shelter Assessment Center (TSAC).

	<u>Amount</u>	<u>FTE</u>
(14) Justice Courts		
Resources	50,000	
Expense	50,000	0.00

To appropriate additional revenues from increased fine collections and to increase appropriation for court appointed attorney costs.

	<u>Amount</u>	<u>FTE</u>
(15) Public Safety		
Resources	100,396	
Expense	100,396	0.00

To appropriate grant revenue and expenses for the Local National Hazardous Mitigation Plan and the Community Emergency Response Teams. To appropriate additional Title II reimbursement for forest work crews and training expenses.

	<u>Amount</u>	<u>FTE</u>
(57) General Expense		
Resources	65,034	
Materials & Services	69,116	
Operational Contingency	- 4,082	
Operational Reserves	<u>0</u>	
(57) Total	0	0.00

To appropriate Community Development Block Grant funds and adjust the beginning fund balance to actual from the close of FY 01-02. Transfer funds from the Commissioner's contingency account to pay Special AOC Forest Trust Land Assessment.

<u>Fund 228 Special Revenue and Services Fund</u>	<u>Amount</u>	<u>FTE</u>
(57) General Expense		
Resources	210,000	
Fiscal Transaction	210,000	
Operational Contingency	-135,000	
Operational Reserves	<u>135,000</u>	
(57) Total	0	0.00

To recognize Memorandum of Understanding between Fair Board and Board of Commissioners regarding the use of Transient Room Tax Special Project funds for Planetarium operations. To adjust Video Lottery reserve account by moving funds from contingency to reserve.

<u>Fund 241</u>	<u>County School Fund</u>		
(57) General Expense		<u>Amount</u>	<u>FTE</u>
Resources		241,004	
Materials & Services		<u>241,004</u>	
(57) Total		0	0.00

Appropriate additional timber revenues and corresponding payment to Lane County school districts.

<u>Fund 244</u>	<u>County Clerks Fund</u>		
(55) Management Services		<u>Amount</u>	<u>FTE</u>
Resources		-22,727	
Expense		-22,727	0.00

Adjust beginning fund balance to actual from FY01-02 ending fund balance. Reduce contingency account.

<u>Fund 249</u>	<u>Workforce Partnership Fund</u>		
(37) Lane Workforce Partnership		<u>Amount</u>	<u>FTE</u>
Resources		60,000	
Expense		60,000	0.00

Appropriate additional federal Workforce Investment Act funds and associated job re-training services.

<u>Fund 283</u>	<u>Animal Regulation Authority Fund</u>		
(55) Management Services		<u>Amount</u>	<u>FTE</u>
Resources		-304,897	
Expense		-304,897	0.00

Adjust beginning fund balance to actual from FY01-02 ending fund balance. Reduce contingency account and reduce transfer to Fund 484 for Animal Regulation capital improvement projects.

<u>Fund 285</u>	<u>Intergovernmental Human Services Fund</u>		
(34) Health & Human Services		<u>Amount</u>	<u>FTE</u>
Resources		198,268	
Expense		198,268	0.00

Appropriate additional funding received from state and federal governments for the Low Income Energy Assistance Program and for low income weatherization projects.

<u>Fund 286</u>	<u>Health & Human Services Fund</u>		
(34) Health & Human Services		<u>Amount</u>	<u>FTE</u>
Resources		218,261	
Expense		218,261	0.00

Adjust budget for Mental Health services due to amendments to state contract. Increase revenue and expense for the Family Planning Expansion Project with the University of Oregon. Decrease revenue and expense for Healthy Start due to reductions in state funding. Appropriate funds received from the March of Dimes.

<u>Fund 484</u>	<u>Animal Regulation Capital Improvement Fund</u>		
(55) Management Services		<u>Amount</u>	<u>FTE</u>
Resources		-26,064	
Expense		-26,064	0.00

Reduce transfer received from Fund 283 and reduce corresponding capital improvement expenses. Adjust beginning fund balance to actual from FY01-02 ending fund balance.

<u>Fund 521</u>	<u>Fair Board Fund</u>		
(35) Fair Board		<u>Amount</u>	<u>FTE</u>
Resources		210,000	
Expense		210,000	0.00

To recognize Memorandum of Understanding between Fair Board and Board of Commissioners regarding the use of Transient Room Tax Special Project funds for Planetarium operations.

<u>Fund 552</u>	<u>Regional Information Systems Fund</u>		
(59) Regional Information Systems		<u>Amount</u>	<u>FTE</u>
Resources		787,500	
Expense		787,500	0.00

Appropriate additional federal and state grant revenues and corresponding expenses for the AIRS conversion project.

<u>Fund 627</u>	<u>Intergovernmental Services Fund</u>		
(55) Management Services		<u>Amount</u>	<u>FTE</u>
Resources		17,356	
Expense		17,356	0.00

Adjust beginning fund balance to actual from FY01-02 ending fund balance. Increase contingency account.