

W.2.a.

AGENDA COVER MEMORANDUM

AGENDA DATE: Wednesday December 14, 2005

PRESENTED TO: Board of County Commissioners

PRESENTED BY: Dave Garnick, Budget/Financial Planning Manager
County Administration

AGENDA TITLE: PUBLIC HEARING AND ORDER/IN THE MATTER OF ADOPTING THE FY
2005-2006 SUPPLEMENTAL BUDGET #1, MAKING, REDUCING AND
TRANSFERRING APPROPRIATIONS

I. MOTION

MOVE APPROVAL OF THE ORDER ADOPTING THE FY2005-2006 SUPPLEMENTAL
BUDGET #1 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 #1 for Fiscal Year 2005-2006. This supplemental budget was advertised in The Register-Guard on December 5, 2005.

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 six funds (Special Revenue and Services Fund, Health & Human Services Fund, Animal Regulation Capital Improvement Fund, Corrections Commissary Fund, Motor and Equipment Pool Fund, and the PC Replacement 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 work with Management Services' Finance staff to adjust the appropriations on the general ledger.

V. ATTACHMENT

Board Order

Board Order Attachment A, Analysis and Description of Proposed Budget Changes

Board Order Attachment B, List of Contracts

IN THE BOARD OF COUNTY COMMISSIONERS OF LANE COUNTY, OREGON

RESOLUTION AND ORDER) **IN THE MATTER OF ADOPTING THE FY2005-**
) **2006 SUPPLEMENTAL BUDGET #1 MAKING,**
) **REDUCING AND TRANSFERRING**
) **APPROPRIATIONS**

WHEREAS, Supplemental Budget #1 for Fiscal Year 2005-2006 was advertised in The Register-Guard on December 5, 2005, 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 FY2005-2006 Supplemental Budget #1 was held in the Public Service Building, Lane County on December 14, 2005; 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, 2005 and for the purposes as outlined on Attachment A be additionally appropriated, reduced or transferred as follows:

<u>Fund No.</u>	<u>Fund Name/Department/Account</u>	<u>Amount</u>	<u>FTE</u>
<u>Fund 124</u>	<u>General Fund</u>		
	Youth Services		
	Resources	323,834	
	Expenditures	370,294	0.02
	District Attorney		
	Resources	(3,807)	
	Expenditures	221,703	0.00
	Public Safety		
	Resources	0	
	Expenditures	422,410	0.00
	Assessment & Taxation		
	Resources	0	
	Expenditures	33,821	0.00
	Children & Families		
	Resources	147,129	
	Expenditures	147,129	0.00

	Public Works		
	Resources	589,766	
	Expenditures	589,766	1.00
	County Administration		
	Resources	37,070	
	Expenditures	82,605	0.00
	County Counsel		
	Resources	0	
	Expenditures	17,146	0.00
	Management Services		
	Resources	0	
	Expenditures	112,451	0.00
	General Expense		
	Resources	3,116,870	
	Materials & Services	49,120	
	Fund Transfers	600,318	
	Operational Contingency	<u>1,549,385</u>	
	Total	2,198,823	0.00
<u>Fund 216</u>	<u>Parks & Open Spaces Fund</u>		
	Public Works		
	Resources	(92,380)	
	Expenditures	(92,380)	0.00
<u>Fund 222</u>	<u>Law Library Fund</u>		
	County Counsel		
	Resources	16,231	
	Expenditures	16,231	0.00
<u>Fund 225</u>	<u>General Road Fund</u>		
	Public Safety		
	Resources	0	
	Expenditures	14,400	0.00
	Public Works		
	Resources	690,200	
	Expenditures	675,800	0.00
<u>Fund 228</u>	<u>Special Revenue/Services Fund</u>		
	Youth Services		
	Resources	15,876	
	Expenditures	15,876	0.00
	District Attorney		
	Resources	25,308	
	Expenditures	25,308	0.00
	Public Safety		
	Resources	13,738	
	Expenditures	13,738	0.00

	Public Works		
	Resources	40,038	
	Expenditures	40,038	0.00
	Management Services		
	Resources	92,599	
	Expenditures	92,599	0.00
	General Expense		
	Resources	754,145	
	Materials & Services	612,990	
	Fund Transfers	100,000	
	Operational Contingency	<u>41,155</u>	
	Total	754,145	0.00
<u>Fund 240</u>	<u>Public Land Corners Preservation Fund</u>		
	Public Works		
	Resources	(214,016)	
	Expenditures	(214,016)	0.00
<u>Fund 241</u>	<u>County School Fund</u>		
	General Expense		
	Resources	81,947	
	Materials & Services	81,947	0.00
<u>Fund 244</u>	<u>County Clerks Fund</u>		
	Management Services		
	Resources	(30,845)	
	Expenditures	(30,845)	0.00
<u>Fund 250</u>	<u>Title III Projects Fund</u>		
	General Expense		
	Resources	238,198	
	Materials & Services	238,198	0.00
<u>Fund 283</u>	<u>Animal Regulation Authority Fund</u>		
	Management Services		
	Resources	35,373	
	Expenditures	35,373	0.00
<u>Fund 285</u>	<u>Intergovernmental Human Services Fund</u>		
	Health & Human Services		
	Resources	739,812	
	Expenditures	739,812	0.75
<u>Fund 286</u>	<u>Health & Human Services Fund</u>		
	Health & Human Services		
	Resources	8,032,054	
	Expenditures	8,032,054	(0.53)
<u>Fund 287</u>	<u>LaneCare Fund</u>		
	Health & Human Services		
	Resources	(1,643,286)	
	Expenditures	(1,643,286)	0.00

<u>Fund 435</u>	<u>Capital Improvement Fund</u>		
	Management Services		
	Resources	158,731	
	Expenditures	158,731	0.00
<u>Fund 454</u>	<u>Juvenile Justice Center Construction Fund</u>		
	General Expense		
	Resources	43,321	
	Operational Contingency	43,321	0.00
<u>Fund 484</u>	<u>Animal Regulation Capital Improvement Fund</u>		
	Management Services		
	Resources	4,136	
	Expenditures	4,136	0.00
<u>Fund 521</u>	<u>Fair Board Fund</u>		
	Resources	100,000	
	Expenditures	100,000	0.00
<u>Fund 530</u>	<u>Solid Waste Disposal Fund</u>		
	Public Works		
	Resources	(1,587,163)	
	Expenditures	(1,587,163)	0.00
<u>Fund 539</u>	<u>Corrections Commissary Fund</u>		
	Public Safety		
	Resources	63,195	
	Expenditures	63,195	0.00
<u>Fund 552</u>	<u>Regional Information Systems Fund</u>		
	Resources	533,876	
	Expenditures	533,876	0.00
<u>Fund 612</u>	<u>Self Insurance Fund</u>		
	General Expense		
	Resources	180,005	
	Operational Contingency	180,005	0.00
<u>Fund 614</u>	<u>Employee Benefits Fund</u>		
	General Expense		
	Resources	(898,507)	
	Operational Contingency	(898,507)	0.00
<u>Fund 615</u>	<u>Pension Bond Fund</u>		
	General Expense		
	Resources	(418,429)	
	Operational Contingency	(418,429)	0.00
<u>Fund 619</u>	<u>Motor & Equipment Pool Fund</u>		
	Public Safety		
	Resources	369,945	
	Expenditures	369,945	0.00
	Public Works		
	Resources	721,035	

	Expenditures	721,035	0.00
<u>Fund 627</u>	<u>Intergovernmental Services Fund</u>		
	Management Services		
	Resources	(190,583)	
	Expenditures	(190,583)	0.00
<u>Fund 653</u>	<u>PC Replacement Fund</u>		
	Information Services		
	Resources	623,582	
	Expenditures	623,582	0.00
<u>Fund 654</u>	<u>Information Services Fund</u>		
	Information Services		
	Resources	73,383	
	Expenditures	73,383	1.00
<u>Fund 714</u>	<u>Retiree Benefit Trust Fund</u>		
	General Expense		
	Resources	(571,957)	
	Operational Contingency	(571,957)	0.00

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

Dated this ____ day of December 2005.

Anna Morrison, Chair
Board of County Commissioners

**IN THE MATTER OF ADOPTING THE FY2005-2006 SUPPLEMENTAL BUDGET #1 MAKING,
REDUCING AND TRANSFERRING APPROPRIATIONS**

APPROVED AS TO FORM
Date 12/9/05 lane county
Teresa Smith
OFFICE OF LEGAL COUNSEL

ATTACHMENT A – ANALYSIS AND DESCRIPTION OF PROPOSED BUDGET CHANGES

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

<u>Fund 124</u>	<u>General Fund</u>	<u>Amount</u>	<u>FTE</u>
Youth Services			
Resources		323,834	
Expenditures		370,294	0.02

Additional grant carryover funds came in higher than anticipated as follows: \$122,911 Juvenile Breaking the Cycle; \$8,348 Juvenile Crime Prevention; and \$26,988 for the Juvenile Accountability Block Grant. (\$80,523) is removed from the Community Services program due to the loss of the State Department of Transportation contract. The MLK Jr. Education Center received \$36,367 in additional video lottery funding, and \$20,022 in Workforce Initiative funding. The Board of Commissioners also approved the use of \$40,000 of department lapse in excess of the required 2% from FY04-05 to provide additional funding for the Culinary Arts program. Drug Court funding had a \$16,695 higher carryover than was anticipated. The Safe Schools Grant had (\$19,687) less carryover. The Title II/Title III Projects program received \$111,360 in additional Title II carryover funding and \$75,267 in additional Title III carryover dollars. The department also had miscellaneous revenue changes of \$6,086..

\$6,460 is added to the department's personal services line item from General Fund operational reserves to cover the increased costs due to changes in compensation and benefits. The department's indirect rate is also adjusted to the correct amount.

The department's FTE count is corrected by adding .02 FTE into the positions that were supposed to be 1.0 FTE this year but were put in at .99. Total FTE goes from 70.93 to 70.95.

District Attorney			
Resources		(3,807)	
Expenditures		221,703	0.00

(\$16,000) budgeted for the Victim Services' Kemler Library Donation is deleted. Instead, the dollars will be budgeted in the Special Revenue fund where restricted funds can be segregated and tracked separately.

The VAWA Grant was originally budgeted for FY05-06 at the same level of funding as what was received in FY04-05. As this grant is in its 5th and final year, the amount actually awarded was (\$12,199) less than budgeted.

The Family Law Incentives fund balance carryover increased by \$1,192. These additional dollars will be used to provide incentive monies to the Family Law Program.

An agreement has been reached with the National District Attorneys Association/National Association of Prosecution Coordinators for the use of office space and supplies for one of their employees who will be working remotely out of a spare office in our department. This resulted

in an additional \$3,200 in revenue. These additional funds are budgeted to cover Direct/Information Services costs.

An agreement was reached in which the Lane County District Attorney's Office will be reimbursed for 50% of the morgue charges that we incur from PeaceHealth/Sacred Heart Hospital. This increases revenue and Extra Help expense by \$20,000.

Charges for the door access locking system installed in FY04-05 was supposed to have been paid from the department's budget. That was not done. The department lapsed \$110,000 more than was required to meet its FY04-05 2% lapse target. \$25,345 is rolled forward from the excess lapse to cover the locking system costs that still need to be paid.

\$200,165 is added to the department's Personal Services line item from operational reserves to cover the increased costs from changes in compensation and benefits. These funds are sufficient to fully fund all department positions and eliminate the anticipated two position vacancy. The department's indirect rate is also adjusted to the correct amount.

Public Safety

Resources	0	
Expenditures	422,410	0.00

\$422,410 is added to the department's Personal Services line item from operational reserves to cover the increased costs due to changes in non-represented and bargaining unit compensation and benefits.

Assessment & Taxation

Resources	0	
Expenditures	33,821	0.00

\$33,821 is added to the department's Personal Services line item from operational reserves to cover the increased costs due to changes in non-represented and bargaining unit compensation and benefits.

Children & Families

Resources	147,129	
Expenditures	147,129	0.00

The department was able to reduce spending in the Healthy Start Program to allow more Medicaid reimbursement funds to be carried over into this biennium. This will keep the program at an effective level given the budget cuts it continues to experience from the State grant that supports it. This savings also created an additional \$8,000 in interest earnings. Other adjustments are small movements of expenditures between line items. Administration carried over a slight amount more than was projected. Total carry-forward is \$136,429 along with \$2,700 in additional refunds and reimbursements. Of this total, \$139,322 is budgeted in the agency payments line item and the balance for grant related materials & services items.

Health & Human Services

Resources	0	
Expenditures	14,714	0.00

\$14,714 is transferred from operational reserves to the department to cover the General Fund's share of increased costs due to changes in non-represented and bargaining unit compensation and benefits.

Public Works		
Resources	589,766	
Expenditures	589,766	1.00

The Land Management Division will retain a consultant to conduct a study and inventory available commercial and industrial lands in Lane County relying on existing studies and inventories as well as direct research. This project is jointly funded by Lane County, Cities of Eugene & Springfield and Lane Metro Partnership at a cost of \$60,000.

\$50,624 in additional funds are budgeted for coordination of the Community Wildfire Protection Plan (CWPP) Steering Committee, "Living with Fire" education pamphlets, coordination with the Lane County Fire Defense Board, RFPD and special districts. The project will also digitize, maintain and update GIS wild land urban interface risk assessment data. It is also responsible for prioritizing fuel reduction projects per CWPP risk assessments (BLM Title II grants). It will also create and maintain CWPP informational tools links' website.

\$52,655 is used to create a 1.0 FTE Principle Planner position to provide supervisory oversight for all current planning activities and customer service activities. The position is to be filled in December 2005 with the expense budgeted for 6 months. Revenue will come from ongoing Planning and Building revenues and contracts for service with other Public Works' divisions.

Increase Personnel Services by \$17,750 and reduce Operational Contingency to cover increases from Bargaining and Benefit changes for a net zero dollar change.

Actual fund balance at end of FY 04-05 was \$426,487 over the amount budgeted in the FY 05-06 Adopted Budget. \$388,000 is budgeted for an Imaging project; \$20,000 for a scanner purchase, and the balance is place in salary offset for other Personnel Changes.

County Administration		
Resources	37,070	
Expenditures	82,605	0.00

\$37,237 is added to the department's personal services expense line from operational reserves to cover the increased costs due to changes in non-represented and bargaining unit compensation and benefits.

\$25,000 is carried forward from FY04-05 from funds approved in Board Order 05-3-16-7 wherein lapsing Title III funds were set aside for other jurisdictions to travel to Washington D.C. to testify on behalf of the Secure Rural Schools Act. These funds were not spent last year but are needed this year. They will be paid in a lump sum to the National Forest Counties and Schools Coalition who will manage the funding and the travel.

Cash carry forward of dedicated funding is larger than anticipated for the Economic Development program. This adjustment increases cash by \$47,060, covers some known

shortfalls in miscellaneous state and federal revenues totaling (\$9,990) for a net increase of \$37,070. These dollars rebalance the program by \$16,702 so that it does not use any discretionary General Fund dollars. The remaining spending authority of \$20,368 is put into personal services to cover the cost of living and comp plan step adjustments, plus provides for the additional sale of time management for an employee who is within three years of retirement and is allowed to sell up to 200 additional hours of time management.

County Counsel

Resources	0	
Expenditures	17,146	0.00

\$11,646 is added to the department’s personal services expense line from operational reserves to cover the increased costs due to changes in non-represented and bargaining unit compensation and benefits. \$5,500 is added to cover a law student intern’s costs for covering State Dept. of Revenue (DOR) Appeals. About \$8,000 in costs were included in the annual CAFFA county grant application to DOR. The \$5,500 represents the amount that was not covered by the grant and needs to be made up by the General Fund.

Management Services

Resources	0	
Expenditures	112,451	0.00

\$112,451 is added to the department’s personal services expense line from operational reserves to cover the increased costs due to changes in non-represented and bargaining unit compensation and benefits.

General Expense

Resources	3,116,870	
Materials & Services	49,120	
Fund Transfers	600,318	
Operational Contingency	<u>1,549,385</u>	
Total	2,198,823	0.00

The General Fund cash carry forward was \$3,116,870 larger than anticipated at the time the budget was adopted. (\$828,156) has been used to cover the General Fund cost of salary increases and deferred compensation costs in all General Fund departments as a result of the latest round of bargaining. This amount is \$150,000 less than originally projected when a straight 2% COLA was estimated.

As per Board Order 05-10-26-1, (\$40,000) from cash carryover will be used by the Dept. of Youth Services for the Culinary Arts program at the MLK Jr. Ed Center. Lapse dollars are also used to cover Title III travel costs in County Admin, security access in the District Attorney’s Office, and the General Fund’s share of law student intern costs in County Counsel.

\$10,000 is budgeted in General Expense to cover new costs associated with the HB2148 (forest trust land) litigation. This amount should cover this year’s costs. Since this cost is ongoing, an amount will also be added to the FY06-07 budget. \$12,500 is budgeted to cover the cost of appraisals associated with Measure 37 claims. \$26,620 is budgeted to cover the cost of the economic consultant who prepared revenue estimates for the public safety task force project.

\$600,318 of excess lapse funding from the FY04-05 Sheriff's Office budget is recommended for transfer to the Capital Improvement fund by the Facilities Committee. Half of the funding will be used for remodeling costs at the jail for the DOMC project. The other half will be set aside for the public health building.

The remaining \$1,549,385 is placed into the Operational Reserve account to carry forward for next year's budget.

<u>Fund 216</u>	<u>Parks & Open Spaces Fund</u>	
Public Works		
Resources	(92,380)	
Expenditures	(92,380)	0.00

Increase Personnel Services by \$8,242 and decrease Operational Contingency to cover increases from Bargaining and Benefit changes. Add 7 months of salary \$14,784 and benefits \$12,955 for an Office Assistant position created by reclassing an unfunded Park Planner position. This position will answer phones and take reservations. Reduce the fund balance carry over by (\$262,380) for the marina, the hatchery, and park's operations due to the actual balance being less than anticipated. Increase budgeted revenue by \$170,000 to reflect updated estimates from Fern Ridge reopening a year sooner than originally projected: Moorage \$100,000; Admissions \$40,000; Recreational Vehicle Fees \$30,000. And finally, reduce expenses to balance the fund: Machinery & Equipment (\$8,000); Building Materials (\$9,988).

<u>Fund 222</u>	<u>Law Library Fund</u>	
County Counsel		
Resources	16,231	
Expenditures	16,231	0.00

Increase reflects greater ending fund balance for Law Library, offset by increases in personal services costs for employees and temporary operating cost increases due to new equipment.

<u>Fund 225</u>	<u>General Road Fund</u>	
Public Safety		
Resources	0	
Expenditures	14,400	0.00

\$14,400 is added to the department's personal services expense line from operational reserves to cover the increased costs due to changes in bargaining unit compensation and benefits.

Public Works		
Resources	690,200	
Expenditures	675,800	0.00

Decrease Personnel Services by (\$175,634) and increase operational contingency by the same amount since benefit costs were lower than originally budgeted. Add \$66,250 in new fee revenue for Facility Permits effective January 1, 2006. Actual fund balance at end of FY04-05 was \$623,950 over the amount budgeted in the FY05-06 budget. The majority of this is due to projects sliding timelines and projects that are expected to be completed in FY05-06. Of the

\$675,800 in expense \$50,000 is budgeted for architectural services, \$170,000 for additional maintenance, and the balance is put into general construction to complete approved projects. The remaining \$14,400 in revenue is used to cover the cost of personal services increases in the Public Safety Weighmaster program.

Fund 228 Special Revenue and Services Fund

Youth Services

Resources	15,876	
Expenditures	15,876	0.00

This revenue is earned from parking lot fees and UO game day cleanup from the youth in the community service program. This money is used for special projects. The amount carried over had not been spent as of year-end FY04-05.

District Attorney

Resources	25,308	
Expenditures	25,308	0.00

This adjustment transfers \$15,226 incorrectly budgeted within the General fund and adds the actual amount of carry-forward to this new program set-up for dedicated funds for the Kemler Library Donation for the Victim Services Division. An additional \$1,192 is required to adjust the Family Law Incentives Fund Balance Carryover to actual. And lastly, the carry-forward amount is adjusted to actual \$8,890 while also adjusting the amount budgeted for County Overhead (the original amount budgeted was incorrect).

Public Safety

Resources	13,738	
Expenditures	13,738	0.00

Adjust fund balances to actual carried forward from FY04-05 with an equal increase in miscellaneous expense line items.

Public Works

Resources	40,038	
Expenditures	40,038	0.00

Actual fund balance at end of FY04-05 for Park's System Development Charges was \$40,038 over the amount budgeted in the FY05-06 budget. The entire amount will be budgeted in the CIP Contingency account.

Management Services

Resources	92,599	
Expenditures	92,599	0.00

Adjust fund balance to match actuals; adjust operational contingency to balance the fund.

General Expense

Resources	754,145	
Materials & Services	612,990	

Fund Transfers	100,000	
Operational Contingency	<u>41,155</u>	
Total	754,145	0.00

Adjust fund balance by \$654,145 to match actuals for a series of Special Revenue programs including Community Development Projects, Affordable Housing, Tourism, and Tourism Capital Improvements. \$612,990 is budgeted within materials & services, primarily in the agency payments line. The remaining \$41,155 is budgeted in operational contingency within the Capital Improvements line. \$100,000 is budgeted as increased Transient Room Tax revenue in the Capital Improvements program. The funds are then budgeted for transfer to the Fair Board Fund 521 as excess transient room tax dollars.

Fund 240 Public Land Corner Preservation Fund

Public Works		
Resources	(214,016)	
Expenditures	(214,016)	0.00

Actual fund balance at end of FY04-05 was (\$214,016) under the amount budgeted in the FY05-06 budget. The Unappropriated Ending Fund Balance is reduced by a like amount.

Fund 241 County School Fund

General Expense		
Resources	81,947	
Materials & Services	81,947	0.00

Adjust fund balance by \$81,947 to match actuals. Extra dollars are budgeted in the agency payments line.

Fund 244 County Clerks Fund

Management Services		
Resources	(30,845)	
Expenditures	(30,845)	0.00

Adjust Fund Balance to actuals; adjust operational contingency to balance fund.

Fund 250 Title III Projects Fund

General Expense		
Resources	238,198	
Materials & Services	238,198	0.00

Adjust Fund Balance to actuals; adjust operational contingency to balance fund.

Fund 283 Animal Regulation Authority Fund

Management Services		
Resources	35,373	
Expenditures	35,373	0.00

Adjust Fund Balances by \$35,373 to match actuals. Adjust operating salaries and benefits by \$12,375 to cover COLAs and benefit changes as a result of agreements reached after budget prepared. Increase operational contingency by \$3,966 and operational reserves by \$19,032.

Budget \$20,236 for cost of new dog licensing and rabies tracking software project. Cost and status of project was unknown at time of budget prep. Reduce operational contingency by same amount to cover additional cost for a net zero change in the overall total.

Fund 285 Intergovernmental Human Services Fund

Health & Human Services

Resources	739,812	
Expenditures	739,812	0.75

Increased revenue and expenditure amounts by \$1,909 additional allocation from General Fund to cover share of increased personal services costs from bargaining unit agreements.

Increased appropriations for revenue and expenditures by \$737,903 to match fund balance carry forward actuals for various grant programs.

Net result of personnel changes is an increase of .75 FTE:

Added .50 FTE	Vacant TEMP Off. Asst 2 for Low Income Energy Asst
Increased by .05 FTE	Vacant Cmnty Svc Worker 2 for Fed. Qualified Health Center (FQHC)
Increased by .10 FTE	Vacant Pub. Hlth Nurse-Bilingual for FQHC (position then reclassified to Mgmt Analyst 2)
Increased by .10 FTE	Vacant Prog. Svc Coord. (FQHC portion of position)

Fund 286 Health & Human Services Fund

Health & Human Services

Resources	8,032,054	
Expenditures	8,032,054	(0.53)

Mental Health Division revenue is increased by \$4,402,967, Fund Balance is increased by \$3,073,191 to match actuals, and an increase in miscellaneous grants of \$543,092. An additional \$12,804 is also transferred in from the General Fund to pay its share of the wage and benefit cost increases resulting from bargaining contract negotiations. On the expense side agency payments are increased by \$5,518,219, misc. payments are increased by \$1,294,165, \$480,246 in wages and salary offset costs, \$258,134 in State Payback costs, \$74,154 is put into Operational Contingency, and the balance of \$407,136 is put into various materials & services line items.

A variety of approved positions adjustments made since July 1, 2005 result in a net decrease in FTE of (0.53).

Fund 287 LaneCare Fund

Health & Human Services

Resources	(1,643,286)	
Expenditures	(1,643,286)	0.00

Decrease Fund Balance by (\$1,643,286) to match actuals. Reduce Agency Payments by (\$2,347,021), increase Operational Contingency by \$536,904, and increase State Payback costs by \$166,831.

Fund 435 Capital Improvement Fund

Management Services

Resources	158,731	
Expenditures	158,731	0.00

Reduce fund balance by (\$441,587) to match actuals. Increase transfer in from the General Fund by \$600,318. This is excess lapse funding from the FY04-05 Sheriff's Office General Fund budget that was recommended for transfer to the Capital Improvement fund by the Facilities Committee. Half of the funding is to be used for remodeling costs at the jail DOMC project. The other half is to be set aside for the public health building.

Fund 454 Juvenile Justice Center Construction Fund

General Expense

Resources	43,321	
Operational Contingency	43,321	0.00

Adjust Fund Balances to actuals; adjust operational reserve to balance fund.

Fund 484 Animal Regulation Capital Improvement Fund

Management Services

Resources	4,136	
Expenditures	4,136	0.00

Adjust fund balance to actuals; adjust operational contingency to balance the fund.

Fund 521 Fair Board Fund

Fair Board

Resources	100,000	
Expenditures	100,000	0.00

Transient Room Tax dollars are increased by \$100,000 in the Capital Improvements Special Revenue program due to current year actuals and projections to year-end being higher than originally anticipated. These funds are in excess of budgetary requirements and are budgeted for transfer to the Fair Board Fund as per Board of County Commissioner direction.

Fund 530 Solid Waste Disposal Fund

Public Works

Resources	(1,587,163)	
Expenditures	(1,587,163)	0.00

Decrease Personnel Services by (\$68,939) and increase Operational Contingency to offset decreases from bargaining and benefit changes. Decrease fund balance in Short Mountain Cell Development (\$651,861). Increase fund balances in Closure \$833,573 and Post-Closure \$44,016 special reserves to reflect actual ending balance for FY04-05. Reduce overall fund balance by (\$1,812,891) to reflect actual fund balance at end of FY04-05.

<u>Fund 539</u>	<u>Corrections Commissary Fund</u>	
Public Safety		
Resources	63,195	
Expenditures	63,195	0.00

Adjust fund balance to actual carried forward from FY04-05 with an equal increase in reserves and in personnel services budget based on renegotiated labor contract.

<u>Fund 552</u>	<u>Regional Information Systems Fund</u>	
Information Services		
Resources	533,876	
Expenditures	533,876	0.00

The Regional Information System Fund Balance is increased by \$533,876 to match the actual amount lapsed by the RIS division. At the time of budget preparation the cash carryover was under estimated due to the uncertainty associated with consortium related expenditures. Expenditures for DP Supplies and Accessories is increased in a like amount to continue providing RIS/AIRS services to partner agencies and other public entities.

<u>Fund 612</u>	<u>Self Insurance Fund</u>	
General Expense		
Resources	180,005	
Operational Contingency	180,005	0.00

Adjust fund balance to match actuals; adjust operational contingency to balance the fund.

<u>Fund 614</u>	<u>Employee Benefits Fund</u>	
General Expense		
Resources	(898,507)	
Operational Contingency	(898,507)	0.00

Adjust fund balance to match actuals; reduce operational contingency to balance the fund.

<u>Fund 615</u>	<u>Pension Bond Fund</u>	
General Expense		
Resources	(418,429)	
Operational Contingency	(418,429)	0.00

Reduce fund balance to match actuals and increase expected benefit revenue due to increase in permanent operating salaries (COLAs). Eliminate operational contingency to balance the fund.

<u>Fund 619</u>	<u>Motor and Equipment Pool Fund</u>	
Public Safety		
Resources	369,945	
Expenditures	369,945	0.00

Adjust fund balances to actual carried forward from FY04-05. Increase expense for communication equipment \$332,428, helicopter expense \$14,400, improvements \$20,000 and miscellaneous M&S for the remaining \$3,117.

Public Works		
Resources	721,035	
Expenditures	721,035	0.00

Increase Personnel Services by \$1,966 and reduce operational contingency to cover increases from bargaining and benefit changes. Increase actual fund balance by \$721,035. On the expense side increase extra help & overtime \$40,000; motor fuel \$300,000; auto/equip parts \$50,000; vehicle repair \$20,000; & contingency \$311,035.

Fund 627 Intergovernmental Services Fund

Management Services		
Resources	(190,583)	
Expenditures	(190,583)	0.00

Reduce fund balance to match actuals; reduce operational contingency to balance the fund.

Fund 653 PC Replacement Fund

Information Services		
Resources	623,582	
Expenditures	623,582	0.00

The PC Replacement Fund (PCRF) is increased by \$623,582 to match the actual amount lapsed. At the time of budget preparation the fund balance was under estimated due to the uncertainty associated with technical equipment and software expenditures. These unanticipated department revenues are budgeted \$500,000 in DP Equipment and \$123,582 for additional DP Supplies and Accessories for alignment with the PCRF schedule.

Fund 654 Information Services Fund

Information Services		
Resources	73,383	
Expenditures	73,383	1.00

Increase Fund Balance revenue in the amount of \$73,383. These additional dollars are due to the uncertainty of operating as an Internal Services Fund and will be used for future customer projects. Also, increase FTE count by one to correct the Dept. total. This position was inadvertently left out during budget prep. It is currently an authorized but unfunded position.

Fund 714 Retiree Benefit Trust Fund

General Expense		
Resources	(571,957)	
Operational Reserves	(571,957)	0.00

Reduce fund balance to match actuals; reduce operational contingency to balance the fund.

ATTACHMENT B – LIST OF CONTRACTS

Department contracts requiring delegation of authority to the County Administrator:

<u>Type</u>	<u>Name of Contractor</u>	<u>Nature of Contract</u>	<u>Term</u>	<u>Amount</u>
COUNTY COUNSEL				
E	Americh Massena & Associates	Deferred Comp Consultant	7/1/2005 - 6/30/2008	\$135,000
HEALTH & HUMAN SERVICES				
E	PeaceHealth Counseling	Mental Hlth Indigent Svcs	12/01//05 - 6/30/07	\$100,000
E	PeaceHealth Oregon Region	Mental Hlth Transition Svcs	07/01/05 - 6/30/06	\$100,000
E, A	Laurel Hill	Mental Hlth Indigent Svcs	12/01//05 - 6/30/07	\$ 80,000
E, A	Shelter Care	Mental Hlth Indigent Svcs	12/01//05 - 6/30/07	\$ 80,000
E, A	South Lane Mental Health	Mental Hlth Indigent Svcs	12/01//05 - 6/30/07	\$ 80,000
E, A	PeaceHealth Oregon Region	Psychiatry Svcs, LaneCare	01/01/06 – 12/31/06	\$314,338