

W. D. A.

AGENDA COVER MEMORANDUM

AGENDA DATE: Wednesday, April 1, 2009

PRESENTED TO: Board of County Commissioners

PRESENTED BY: Christine Moody, Sr. Management Analyst

AGENDA TITLE: PUBLIC HEARING AND ORDER/IN THE MATTER OF ADOPTING THE FY 2008-2009 SUPPLEMENTAL BUDGET #3, MAKING, REDUCING AND TRANSFERRING APPROPRIATIONS

I. MOTION
MOVE APPROVAL OF THE ORDER ADOPTING THE FY 2008-2009 SUPPLEMENTAL BUDGET #3 MAKING, REDUCING AND TRANSFERRING APPROPRIATIONS.

II. AGENDA ITEM SUMMARY

The Board is being asked to adopt the FY 2008-2009 Supplemental Budget #3. 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 2008-2009 budget on June 25, 2008, in Board Order #08-6-25-2. The first supplemental was approved in Board Order 08-09-24-1. A second supplemental was approved in Board Order 08-12-17-1. This is the third supplemental budget requested for FY 08-09.

This supplemental budget was advertised in The Register-Guard on March 26, 2009, 2008, which is not less than 5 days or more than 30 days prior to the scheduled public hearing.

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%. This supplemental contains a greater than 10% change for six (6) funds (General Fund, Road Fund, County School Fund, Title III Projects Fund, Motor Equipment Pool Fund and PC Replacement Fund) and therefore 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.

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.

VI. TIMING/IMPLEMENTATION

There is no specific deadline for adopting the supplemental budget other than if it is delayed, a second public hearing would have to be held. 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 – List of Contracts - County Administrator Delegated Authority

IN THE BOARD OF COUNTY COMMISSIONERS OF LANE COUNTY, OREGON

RESOLUTION AND ORDER) **IN THE MATTER OF ADOPTING THE FY 2008-**
09-04-01- __) **2009 SUPPLEMENTAL BUDGET #3 MAKING,**
) **REDUCING AND TRANSFERRING**
) **APPROPRIATIONS**

WHEREAS, Supplemental Budget #3 for Fiscal Year 2008-2009 was advertised in The Register-Guard on March 26, 2009, 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 FY 2008-2009 Supplemental Budget #3 was held in the Public Service Building, Lane County on April 1, 2009, 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, 2008 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>
Expenditures	\$147,461	.21
District Attorney	<u>Amount</u>	<u>FTE</u>
Expenditures	\$90,000	0.00
Public Safety	<u>Amount</u>	<u>FTE</u>
Expenditures	\$444,544	1.0
Assessment & Taxation	<u>Amount</u>	<u>FTE</u>
Expenditures	\$42,029	0.00
Health & Human Services	<u>Amount</u>	<u>FTE</u>
Expenditures	\$229,099	0.00
County Administration	<u>Amount</u>	<u>FTE</u>
Expenditures	\$11,733	0.50
Human Resources	<u>Amount</u>	<u>FTE</u>
Expenditures	\$0	0.50

General Expense	<u>Amount</u>	<u>FTE</u>
<u>Expense Detail:</u>		
Material & Services	\$22,050	0.00
Debt Services	(\$40,000)	
Operational Contingency	<u>\$12,737,636</u>	
Total Expenditures	\$12,719,686	

Fund 216 Parks & Open Spaces Fund

Public Works	<u>Amount</u>	<u>FTE</u>
Expenditures	\$0	0.00

Fund 225 General Road Fund

Public Works	<u>Amount</u>	<u>FTE</u>
Expenditures	\$17,791,553	(7.00)

Fund 240 Public Land Corners Preservation Fund

Public Works	<u>Amount</u>	<u>FTE</u>
Expenditures	(\$200,000)	2.00

Fund 241 County School Fund

General Expense	<u>Amount</u>	<u>FTE</u>
Material & Services	\$6,712,078	0.00
Fund Transfers	\$0	
Operational Contingency	<u>\$</u>	
Total Expenditures	\$6,712,078	

Fund 250 Title III Projects Fund

General Expense	<u>Amount</u>	<u>FTE</u>
Material & Services	\$1,052,776	0.00
Fund Transfers	\$0	
Operational Contingency	<u>\$2,224,123</u>	
Total Expenditures	\$3,276,899	

Fund 260 Special Revenue Fund

Youth Services	<u>Amount</u>	<u>FTE</u>
Expenditures	(\$34,858)	(0.21)

District Attorney	<u>Amount</u>	<u>FTE</u>
Expenditures	\$0	0.00

Justice Courts	<u>Amount</u>	<u>FTE</u>
Expenditures	\$0	0.00

Fund 260 Special Revenue Fund (continued)

Public Safety	<u>Amount</u>	<u>FTE</u>
Expenditures	\$333,150	5.00
Children & Families	<u>Amount</u>	<u>FTE</u>
Expenditures	(\$4,820)	(0.50)
County Administration	<u>Amount</u>	<u>FTE</u>
Expenditures	(\$28,400)	0.00
General Expense	<u>Amount</u>	<u>FTE</u>
<u>Expense Detail</u>		
Materials & Services	\$314,082	0.00
Fund Transfers	\$0	
Operational Reserves	<u>(\$16,500)</u>	
Total Expenditures	\$297,582	

Fund 283 Animal Regulation Authority Fund

Health & Human Services	<u>Amount</u>	<u>FTE</u>
Expenditures	\$39,000	0.00

Fund 285 Intergovernmental Human Svcs Fund

Health & Human Services	<u>Amount</u>	<u>FTE</u>
Expenditures	\$146,970	0.30

Fund 286 Health & Human Services Fund

Health & Human Services	<u>Amount</u>	<u>FTE</u>
Expenditures	\$399,023	(11.35)

Fund 287 LaneCare Fund

Health & Human Services	<u>Amount</u>	<u>FTE</u>
Expenditures	\$0	0.00

Fund 454 Juvenile Justice Center Construction Fund

General Expense	<u>Amount</u>	<u>FTE</u>
<u>Expense Detail</u>		
Materials & Services	\$200,000	0.00
Capital Expenditures	(\$200,000)	
Fund Transfers	\$0	
Operational Reserves	<u>\$0</u>	
Total Expenditures	\$0	

Fund 530 Solid Waste Disposal Fund

Public Works	<u>Amount</u>	<u>FTE</u>
Expenditures	(\$1,167,703)	1.00

Fund 539 Corrections Commissary Fund

Public Safety	<u>Amount</u>	<u>FTE</u>
Expenditures	\$0	0.00

Fund 552 Regional Information System Fund

Information Services	<u>Amount</u>	<u>FTE</u>
Expenditures	(\$191,643)	0.00

Fund 570 Land Management Fund

Public Works	<u>Amount</u>	<u>FTE</u>
Expenditures	\$330,373	4.00

Fund 615 Pension Bond Fund

General Expense	<u>Amount</u>	<u>FTE</u>
<u>Expense Detail</u>		
Materials & Services	\$0	0.00
Fiscal Transactions	(\$33,073)	
Fund Transfers	\$	
Operational Reserves	\$	
Total Expenditures	(\$33,073)	

Fund 619 Motor & Equipment Pool Fund

Public Works	<u>Amount</u>	<u>FTE</u>
Expenditures	\$1,900,000	0.00

Public Safety	<u>Amount</u>	<u>FTE</u>
Expenditures	\$560,000	0.00

Fund 653 PC Replacement Fund

Information Services	<u>Amount</u>	<u>FTE</u>
Expenditures	\$278,567	0.00

Fund 654 Information Services Fund

Information Services	<u>Amount</u>	<u>FTE</u>
Expenditures	\$68,800	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.

Dated this ____ day of April, 2009.

Chair
Lane County Board of Commissioners

ATTACHMENT A – IN THE MATTER OF ADOPTING THE FY 2008-2009 SUPPLEMENTAL BUDGET #3 MAKING, REDUCING AND TRANSFERRING APPROPRIATIONS

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

Fund 124 General Fund

Youth Services	<u>Amount</u>	<u>FTE</u>
Expenditures	\$147,461	0.21

Administration: Increase revenue by \$32,000 due to new lease with Looking Glass to use department space for Pathways program. Increase expenditures by same amount to cover actuals for this year.

Counseling: Increase revenue by \$77,090. Received more funds from Oregon Community Foundation (Serbu funds) than anticipated for this year. Increase expenditures by same amount to cover services to youth in drug courts.

Counseling: Increase revenue by \$18,371 from Supervision Fees collected. Revenue used to cover cost of 0.21 FTE moved over from Youth Service Special Revenue Fund when Lane Educational Service District decided not to fund school counselor as they had in previous years.

Decrease state revenues by \$20,000 based on adjustment to current year state budget and increase general fund pursuant to Board Order 09-3-4-11 which granted \$20,000 for Basic, Diversion, and Individualized Services for Youth to cover lost state revenue...

District Attorney	<u>Amount</u>	<u>FTE</u>
Expenditures	\$90,000	0.00

Increase Transfer from Special Revenue Fund Revenue in Family Law General Fund by \$90,000. This transfer allows the Family Law Division to utilize Incentive Revenue earned in a previous fiscal year. Salary Offset Expense is increased by \$90,000.

Public Safety	<u>Amount</u>	<u>FTE</u>
Expenditures	\$444,544	1.0

Search & Rescue: Increase Gen Fund revenue \$145,543 per approved Title III Search & Rescue project per BO 09-2-18-7. Add 1.0 FTE Deputy Sheriff. Increase M&S and capital for vehicle purchase \$110,543. Corrections CCA Funding: Decrease CCA revenue in the general fund Corrections programs \$241,900 due to state funding reductions. Increase general fund expense by \$334,001 for transfer to special revenue fund programs due to State CCA Funding reduction. Board Order 09-3-4-11 directed decrease General Fund Reserves to offset the reduction of State Funding. Total increase general fund to Sheriff's Office is \$575,901.

Assessment & Taxation	<u>Amount</u>	<u>FTE</u>
Expenditures	\$42,029	0.00

Increase revenue and expense by \$42,209 detailed as follows: During the course of FY 2008-09, the revenue for late filing penalties is approximately \$56,276 over budget. The department requests that \$42,029 of this overage be appropriated for capital expenditures to pay for the

department's portion of the recent Public Service Building remodel project, which provided increased security for Assessment and Taxation.

Health & Human Services	<u>Amount</u>	<u>FTE</u>
Expenditures	\$229,099	0.00

Increase General Fund Transfer by \$229,099 to offset the reduction of State Funding for FY 08-09, as approved by the Board in Board Order No. 09-3-4-11

County Administration	<u>Amount</u>	<u>FTE</u>
Expenditures	\$11,733	0.50

With the renewal of Secure Rural Schools (SRS) comes the ongoing administration of Title II and Title III funding. The Budget & Planning program reduced staff to 3.00 FTE when it appeared that SRS had ended. We now need to add .50 FTE to support the program through the duration of the Secure Rural Schools Act. The funding for this position comes from an Overhead Charge directly related to Title III funding, which allows for reimbursement to the General Fund (for this position & related costs) over the life of the Act. However, the reimbursement comes at a one year delay. As a result, we are requesting \$11,733 from the General Fund to cover the cost of this position for remaining FY 08-09.

Human Resources	<u>Amount</u>	<u>FTE</u>
Expenditures	\$0	0.50

Effective March 1, 2009, Human Resources has two vacant positions due to a retirement and a long-term disability separation. The combined FY09-10 cost of these two positions (a program manager and an administrative support specialist) is \$197,784 including benefits. In order to provide more support to the diversity, training and labor relations programs for less cost, the department is reorganizing by reclassifying the vacant program manager position to a senior program specialist, and reclassifying the administrative support specialist to an administrative support technician. In addition, we request the addition of a .50 FTE program specialist (with prorated benefits). This reorganization will increase total FTE in the department, but does not cost the department any additional funds.

General Expense	<u>Amount</u>	<u>FTE</u>
<u>Expense Detail:</u>		
Material & Services	\$22,050	0.00
Debt Services	(\$40,000)	
Operational Contingency	<u>\$12,737,636</u>	
Total Expenditures	\$12,719,686	

Increase material & services and decrease reserves by the amount of \$22,050 due to the Board approving the transfer from the General Fund Service Stabilization Reserve into Materials & Services for a contract with the Wash. D.C. lobbying firm of Smith, Dawson & Andrews in Board Order 08-10-29-3. This contract is shared 50/50 with the Road Fund.

\$40,000 in revenue and expense in debt services is budgeted each year in the event the General Fund cash carry forward is insufficient to cover cash flow needs until either timber or property tax revenue is received in the fall. The cash carry forward was sufficient this year so this unnecessary revenue and expense are removed.

Congressional renewal of Secure Rural School funding in September 2008 was not anticipated at the time the budget was adopted. This adjustment appropriates \$13,561,419 in O&C timber revenue actually received January 30th 2009 by the General Fund. \$825,000 in expense is apportioned to the Sheriff's Office (\$575,901), Health & Human Services (\$82,129), Human Services Commission (\$146,970) and the Department of Youth Services (\$20,000) to offset lost state funding as approved in Board Order 09-3-4-11; SO decreasing general fund use by \$35k due to Search & Rescue funding by Title 3; CAO requesting .50 FTE administrative support for secure rural schools legislation workload. The balance of \$12,759,686 is budgeted in the Service Stabilization Reserve. Reserve funds cannot be spent without explicit Board approval.

Fund 216 Parks & Open Spaces Fund

Public Works	<u>Amount</u>	<u>FTE</u>
Expenditures	\$0	0.00

Transfer of 1.00 FTE Senior Surveyor position from Land Management Division and reclassifying the position as a Parks Superintendent for a total of \$32,487 including salary, insurances, and benefits. Reclassifying Senior Parks Maintenance position for an expense reduction of \$93,545 into two Seasonal Parks Maintenance 1 positions for an expense increase of \$1,208 per position including salary, insurances, and benefits. Adding one Seasonal Parks Supervisor position for a total of \$2,649 including salary, insurances, and benefits. Increase Parks Operational Contingency to \$55,993 to balance Fund.

Fund 225 General Road Fund

Public Works	<u>Amount</u>	<u>FTE</u>
Expenditures	\$17,791,553	(7.00)

Intrafund transfer in amount of \$600,000 to cover overage of expenditures in OTIA Bridge Program in Subfund 226. Reverse revenue decrease of \$580,002 from supplemental #2. Increase expenditures in subfund by \$19,998 to match actuals; decrease Road Fund reserves \$19,998 to keep fund balanced.

Decrease revenue transfer from Corners Fund to Road Fund by \$448,916 due to decrease in cost of services with transfer of 2.0 FTE to Corners Fund. Increase revenue by \$22,972 for direct billed work by Surveyors for Corners; Decrease FTE by 6.0 – transferring 2.0 to Corners Fund and removing 4.0 vacant positions. Decrease personnel expenditures by \$367,748 and reduce Operational Contingency by \$58,196 to balance fund.

Public Works Engineering and Construction Services Division: Decrease personnel expense by \$41,101 and FTE by 1.0 for transfer to Waste Management Fund as of 1/1/2009; increase Operational Contingency by \$41,101 to balance fund.

Increase National Forest Timber Sales revenue by \$17,617,497 for Secure Rural Schools Revenue approved and received after FY 08-09 budget was adopted. Reserves increased by \$17,617,497 for future projects.

Fund 240 Public Land Corners Preservation Fund

Public Works	<u>Amount</u>	<u>FTE</u>
Expenditures	(\$200,000)	2.00

Decrease transfer expense from Corners to Surveyors by \$448,916 to cover costs for services due to 2.0 FTE added into this fund. Increase personnel expense by \$119,879 and decrease revenue by \$200,000 due to updated projections resulting from drop in fees collected from Deeds and Records transactions; Increase Operational Contingency by \$129,037 to balance fund.

Fund 241 County School Fund

General Expense	<u>Amount</u>	<u>FTE</u>
Material & Services	\$6,712,078	0.00
Fund Transfers	\$0	
Operational Contingency	<u>\$</u>	
Total Expenditures	\$6,712,078	

Congressional renewal of Secure Rural School funding in September 2008 was not anticipated at the time the budget was adopted. This adjustment includes the new amount of \$6,539,166 actually received January 30th 2009. These dollars are pass-through only and cannot be used for any other purpose. For that reason, 100% of this funding is budgeted as Agency Payments to the Lane Education Service District (ESD) for disbursement to the various school districts in Lane County. Similarly, Car Rental Tax (\$8,681) and Flood Control Lease revenue (\$4,231) has been received but was not anticipated. Timber Sale revenue sharing from state managed forest trust lands has also come in \$160,000 higher than anticipated. These additional funds of \$172,912 are also budgeted as an Agency Payment to Lane ESD.

Fund 250 Title III Projects Fund

General Expense	<u>Amount</u>	<u>FTE</u>
Material & Services	\$1,052,776	0.00
Fund Transfers	\$0	
Operational Contingency	<u>\$2,224,123</u>	
Total Expenditures	\$3,276,899	

Appropriated Secure Rural Schools Title 3 funds of \$3,270,899 which were renewed by the federal government after adoption of the FY 08-09 budget. Anticipated investment earnings revenue is \$6,000. Expenses for FY-08 are projects in the amount of \$1,052,426 as approved in Board Order 09-2-18-7, advertising expense of \$350 for required 45 day public notices and reserves of \$2,224,123. Note: Indirect/Overhead charges will begin to this fund In FY 10-11 and continue for two years after the funding ends. .50 FTE is being requested to support this program under the department of County Administration, Fund 124.

Fund 260 Special Revenue Fund

Youth Services	<u>Amount</u>	<u>FTE</u>
Expenditures	(\$34,858)	(0.21)

Juvenile Justice Program: Reduce revenue \$12,628. State required department to reduce Juvenile Crime Prevention funds for Treatment Foster Care for the remainder of this fiscal year. Contract with Oregon Social Learning Center reduced by same amount.

Bureau of Land Management Youth Crew: Increase revenue by \$17,519. Amount for youth crew 5th quarter not previously budgeted. Increase expenses for support services to youth by same amount.

Diversion: Addition of reserve funds of \$5,000 allocated for High Risk youth to support loss of Juvenile Crime Prevention funds from state. Support services to youth expenses increased by same amount.

Individualized Services to youth: Addition of reserve funds of \$3,000 allocated for services to youth to help support loss of State funds for adjudicated youth.

Basic Services to youth: Addition of reserve funds of \$12,000 allocated for services to youth in treatment to help support loss of Juvenile Crime Prevention funds from state.

Safe Schools: Loss of revenue (\$18,371) from Lane Education Service District. School counselor (0.21 FTE) not funded as planned this year. Personnel costs reduced by same amount. This FTE and personnel costs are transferred over to the counseling department fund 124 to be covered by Supervision fees.

Allocation of \$20,000 from Reserve Account to cover loss of Juvenile Crime Prevention dollars. \$5,000 to Diversion funds; \$12,000 to Basic funds; \$3,000 to Individualized Services funds.

District Attorney	<u>Amount</u>	<u>FTE</u>
Expenditures	\$0	0.00

Increase Transfer to General Fund Expense in Family Law Incentives Fund by \$90,000. This transfer allows the Family Law Division to utilize Incentive Revenue earned in a previous fiscal year. Operational Contingency Expense is reduced by \$90,000.

Justice Courts	<u>Amount</u>	<u>FTE</u>
Expenditures	\$0	0.00

Transfer \$1,001 from Operating Reserves to Office Supplies and Expense. Reserve amount was created by Benefit fund refund.

Fund 260 Special Revenue Fund (continued)

Public Safety	<u>Amount</u>	<u>FTE</u>
Expenditures	\$333,150	5.00

Dunes Patrol. Title III revenue in the amount of \$25,270 was approved for the Dunes Patrol program under BO 09-2-18-7. The Title III funds replace the transfer revenue of \$25,270 from the Fleet Fund Aviation program to Dunes Patrol. Aviation program balanced by moving the \$25,270 to an M&S account. The net result is a zero increase to both programs.

Wildland Policing. Increase revenue by \$333,150 for approved Title III Wildland Policing under BO 09-2-18-7. Increase FTE 5.0 for 1.0 Sergeant and 4.0 Deputy Sheriffs. Increase expenses \$333,150 for personnel and associated M&S.

P&P and Subcontracts: Decrease Intrafund Transfer CCA revenue \$7,000 in Parole & Probation with an equal decrease in expenses. Increase Intrafund Transfer CCA revenue \$7,000 in STS Subcontracts with an equal increase in expense for a Mental Health Evaluation contract. BO 08-9-17-8 approved the reallocation plan for CCA funds, and due to a program coding error during Supplemental #2, the \$7,000 transfer was placed in the wrong program. This corrects that error. P&P and Subcontracts. Decrease CCA revenue a total of \$334,001,

Parole & Probation (\$175,000) and Subcontracts (\$159,001), due to State Funding reduction. Increase general fund revenue transfer \$334,001 to offset state funding loss per Board decision 4 March 2009.

Children & Families	<u>Amount</u>	<u>FTE</u>
Expenditures	(\$4,820)	(0.50)

The Department of Children and Families is experiencing a reduction of the Oregon Commission on Children and Families grant state general funds. In anticipation of this reduction, the department is reducing its community mobilization program budget by \$4,820 and .50 FTE temporary office assistant position.

County Administration	<u>Amount</u>	<u>FTE</u>
Expenditures	(\$28,400)	0.00

CAO Video Lottery Reduction: Video Lottery proceeds for FY 08-09 have declined along with the economy. As a result, a 40% reduction must be made in the final quarter of this fiscal year. Rather than make reductions to video lottery funded projects, this reduction in the amount of \$28,400 will be made in Community & Economic Development Program Management.

General Expense	<u>Amount</u>	<u>FTE</u>
<u>Expense Detail</u>		
Materials & Services	\$314,082	0.00
Fund Transfers	\$0	
Operational Reserves	<u>(\$16,500)</u>	
Total Expenditures	\$297,582	

Increase state & federal revenues by \$620,000 to reflect actual grant reimbursements to be received in FY 08-09. Decrease fund balance & investment earnings by \$347,418 to match actual carryover. Increase transfer revenue by \$25,000 pursuant to BO # 08-4-2-9. Increase M&S by \$297,582 for additional grant expenditures to be incurred.

The Visitor Readiness Project helped a number of rural communities take advantage of the Convention & Visitor Association of Lane County (CVALCO) rebranding project by having an outside consultant help them figure out what they could do to better attract visitors. Total price for the project was \$38,500. This project, coupled with the Rural Tourism Marketing project totaling \$8,000, has put this program \$16,500 over budget in the current year. A \$16,500 transfer is being made to Materials & Services from the Rural Tourism Operational Contingency to cover the shortfall and avoid a budget violation. With this transfer there will still be nearly \$370,000 remaining in the dedicated Rural Tourism contingency account.

Fund 283 Animal Regulation Authority Fund

Health & Human Services	<u>Amount</u>	<u>FTE</u>
Expenditures	\$39,000	0.00

Animal Services: Increased licenses and fees revenue by \$39,000 to more accurately reflect current and future receipts. Increased extra help \$30,000 and increased various M&S lines \$9,000 to reflect needs for FY 08-09.

Fund 285 Intergovernmental Human Svcs Fund

Health & Human Services	<u>Amount</u>	<u>FTE</u>
Expenditures	\$146,970	0.30

Increase FTE by 0.30 FTE due to movement from the Health & Human Services Fund, Clinical Financial Services to Human Services Commission Administration and Special Projects, for Administrative Analyst Position. Increasing Agency Payments \$146,970 due to Additional General Fund approved by Board on 3/4/09.

Fund 286 Health & Human Services Fund

Health & Human Services	<u>Amount</u>	<u>FTE</u>
Expenditures	\$399,023	(11.35)

Admin: Eliminate Program Service Coordinator .75 FTE; Increase in Prevention Services revenue \$1,515 to reflect the actual balance of allowable grant drawn (grant ended 12/31/08) with offsetting changes to Prof & Consulting & Agency Payments; Increase OHD revenue and expenses by \$900 to match current contract amendments. Increased \$156,740 from Development Disabilities to Mental Health Settlement Contingency account for future payback to state after settlement determination also in Fund Balance Carryover and Agency payment prior year lines.

Developmental Disabilities: Increased Mental Health Division revenue by \$237,315 to match current contract amendments. This appropriates the funds for the FTE that was established in BO# 09-1-28-8 \$220,114, Family Support funding decrease \$10,135, Short Term diversion funding increase \$64,104 and decrease to various agency payments for DD clients \$36,768. Offsetting increases of \$30,061 in the state match and payback lines to match actuals for LTD transportation payment. Increase in IS for the increased time needed for the Unicare project. Decreased \$156,740 of Fund balance carryover and Agency Payment Prior Year line to MH Settlement Contingency account in Admin for future payback to state after settlement determination.

Public Health: Increase WIC Program revenue & expenses \$2,390 & decrease Tobacco Prevention \$16,578 revenue and expenses to match current contract amendments. Reduce Public Health Educator .20 FTE from 1.0 FTE to .80 FTE. Increase revenues for the Drinking Water program \$28,900 and decrease various revenue lines \$500 to bring to current collection expectations in Environmental Health and decrease Intergovernmental agreements \$42,800 to bring in balance with actuals along with various M&S lines totaling \$2,500. Increased Operational Contingency by \$68,700.

Behavioral Health Services: Increase in IS Direct expense for programmer time needed to implement new billing software that will then in turn generate more accurate information to collect the appropriate fees. Eliminated 8.7 FTE due to the closure of the Paul Wilson residences. Eliminate 1.3 FTE due to the DUII program closure. Increase FTE by .15 to bring position to full time. Upon board action \$82,129 was added from the General Fund reserves and offset by reducing Community Corrections (state) revenue.

Family Mediation: Eliminate .50 FTE Office Assistant position no longer needed by the program.

Community Health Centers: Board Order # 08-04-16-2 Added Temporary Physician. No funding Appropriation involved, but missed adding the FTE. Increased Community Health Nurse Position is increased from .75 to 1.0 FTE. This was an FTE Swap from Communicable Disease Services that was not correctly budgeted in FY 08-09 and is fixed here.

Clinical Financial Services: Moving .15 of Temp. Administrative Assistant Position to fund 286 Mental Health Adult Outpatient Services, Mental Health Specialist 2 Position. This is an FTE Swap approved 2/4/09. Eliminating the remaining .35 of this position Administrative Assistant Postion. Moving .3 FTE, of an Admin. Analyst Position to Intergovernmental Human Services Fund, Human Services Commission Administration and Special Projects.

Fund 287 LaneCare Fund

Health & Human Services	<u>Amount</u>	<u>FTE</u>
Expenditures	\$0	0.00

Decrease expenditures and increase operational contingency by \$1,170,149 to contribute to LaneCare Year 10 closeout costs.

Fund 454 Juvenile Justice Center Construction Fund

General Expense	<u>Amount</u>	<u>FTE</u>
<u>Expense Detail</u>		
Materials & Services	\$200,000	0.00
Capital Expenditures	(\$200,000)	
Fund Transfers	\$0	
Operational Reserves	<u>\$0</u>	
Total Expenditures	\$0	

Professional Services are being used in the current year in preparation for the armory remodel beginning around August 1, 2009. Funds of \$200,000 are moved from the Capital Projects line where they are not needed this year into the Materials & Services Professional & Consulting line to fully cover current costs. The cost of the actual remodel will be budgeted in the FY 09-10 budget.

Fund 530 Solid Waste Disposal Fund

Public Works	<u>Amount</u>	<u>FTE</u>
Expenditures	(\$1,167,703)	1.00

Transfer 2.0 FTE from Engineering and Construction Services, Fund 225, as of 1/1/2009; reduce Operational Contingency by \$41,101 to balance Fund.

Increase transfer revenue from fleet fund by \$170,00 due to lower than budgeted equipment costs resulted in a surplus in the Waste Management equipment reserve account. Increase operational reserves by \$170,000 to balance fund. Decrease Garbage Fees by \$5,640,958 to account for the reduction in total garbage due to the slowdown in the economy and for the reallocation of \$4,303,255 to the System Benefit Fee for a net revenue decrease of \$1,337,703. Decrease Waste Management Administration Contingency by \$1,337,703 to balance Fund.

Increase transfer expense by \$25,000 pursuant to Board Order 08-4-2-9 which states that \$25,000 is to come from the Waste Diversion Fees to use as match for the Energy Trust grant.

All expenses are paid from the Econ Development program and therefore the funds are being transferred to that program for the match.

Fund 539 Corrections Commissary Fund

Public Safety	<u>Amount</u>	<u>FTE</u>
Expenditures	\$0	0.00

Transfer \$150,000 from the Reserves in the Commissary Fund to fund Inmate Services. Commissary sales are down and this is a precautionary measure to avoid a possible violation.

Fund 552 Regional Information System Fund

Information Services	<u>Amount</u>	<u>FTE</u>
Expenditures	(\$191,643)	0.00

RIS - Adjust Carryover, Data Processing Services and Investment Earnings to reflect actuals as of 2/28/09 for a net decrease in revenue of \$304,755. Reduce expenses in Interdepartmental Services, Maintenance Agreements, Telephone Services, and the Medical refund in Operational Reserves to balance.

AIRS - Increase fund balance by \$113,132 to reflect actuals. Divide available carryover budget between AIRS and AIRS Conversion to accurately reflect project costs. Decrease Interdepartmental Services in AIRS by \$288,618 to balance division after transfer of carryover, Increase Professional Services \$401,750 to balance fund and account for contract amendment approved on BCC# 07-01-24-5

Fund 570 Land Management Fund

Public Works	<u>Amount</u>	<u>FTE</u>
Expenditures	\$330,373	4.00

Public Works Land Management Division – increase Title III reimbursement revenue by \$41,190 carried over from FY 07-08 for Community Wildfire Protection Project. Increase Professional Services, Advertising, and Personnel expense by \$41,190 to cover services supporting Community Wildfire Protection Plan.

Public Works Land Management Division Increase Title III revenue by \$288,463 for Firewise funding for 4th quarter of FY 08-09. Allocate to applicable expenses: citizen Building Permit subsidy, Structural Improvement subsidy, vegetation abatement subsidy, and evacuation route and driveway address signage; matching funds to Oregon Department of Forestry for monitoring camera and GPS hand unit; staff training; add 3 FTE to Long Range Planning, 1 FTE to LMD Administration for support of program; also covers pro rata share of Information Services Direct charges, cover pro rata share Overhead Charges, and other associated charges.

Reduce PERS Bond expense by \$33,073 due to eliminating 23 FTE in Supplemental #2; increase Operational Contingency to balance fund.

Fund 615 Pension Bond Fund

General Expense	<u>Amount</u>	<u>FTE</u>
<u>Expense Detail</u>		
Materials & Services	\$0	0.00
Fiscal Transactions	(\$33,073)	
Fund Transfers	\$	
Operational Reserves	\$	
Total Expenditures	(\$33,073)	

Decrease benefits received for PERS Bond payment by \$33,073 from Public Works, Land Management Fund 570 due to layoffs in January, 2009 resulting in reduction of approximately 1/2 of that Division's staff. This reduction reduces the payment to 5.15% of the current personnel budget rather than the originally adopted personnel budget. Other Fiscal transactions is reduced by \$33,073 to balance fund

Fund 619 Motor & Equipment Pool Fund

Public Works	<u>Amount</u>	<u>FTE</u>
Expenditures	\$1,900,000	0.00

Transfer to Waste Management Division: Increase transfer to Waste Management in the amount of \$170,000 due to lower than budgeted equipment maintenance costs resulted in a \$170,000 surplus in the Waste Management equipment reserve account.

Sheriff Office Revenue and Expense: The transfer of Sheriff Office vehicle maintenance and replacement to Public Works is expected to add \$1,900,000 in additional revenues in FY2008-2009.

Transfer to Sheriff Office: Transfer \$300,000 equipment reserve account earnings to Sheriff Office. Amount reflects fiscal year equipment pool replacement account transactions.

Public Safety	<u>Amount</u>	<u>FTE</u>
Expenditures	\$560,000	0.00

Increase revenue by \$260,000 for approved Title III Communication Site Upgrades project. Increase expenses \$260,000 for Professional & Consulting and Agency Payments. Dunes Patrol.

Increase transfer revenue by \$300,000 equipment reserve account earnings to Sheriff Office. Amount reflects fiscal year equipment pool account transactions. Increase operational contingency by \$300,000 to balance fund after transfer of equipment reserve account earnings from Public Works.

Fund 653 PC Replacement Fund

Information Services	<u>Amount</u>	<u>FTE</u>
Expenditures	\$278,567	0.00

Increase fund balance by \$278,567 to reflect actuals. Adjust account balances by same amount to reflect amounts from PCRf FY08 reconciliation report and balance fund.

Fund 654 Information Services Fund

Information Services	<u>Amount</u>	<u>FTE</u>
Expenditures	\$68,800	0.00

Increase capital expenses by \$68,800 for hardware purchases requested from LCOG.
Increase revenue from LCOG by \$68,800 for reimbursement of costs.

New Contracts

Contractor Name	Contract Title	Type	Amount	Begin Date	End Date	Selection
SHERIFF'S OFFICE Federal Bureau of Prisons	CCC & ESP Inmate Daily Rate	R	\$3,725,350	3/1/2009	2/29/2012	IGA

Amendments

Contractor Name	Contract Title	Type	Amendment Amount	New Total	As Amended	
					Begin Date	End Date
HEALTH & HUMAN SERVICES						
Dungarvin Oregon Inc.	DD Comprehensive Services	E	\$1,408,366	\$5,923,405	7/1/2007	6/30/2009
Housing & Community Services Agency	Low Income Weatherization	E	\$500,000	\$4,500,000	7/1/2007	6/30/2009
Laurel Hill Center	Supported Housing	E	\$100,000	\$679,253	12/1/2008	6/30/2009
Shangri-La Corp.	MH Residential Treatment Facility	E	\$101,220	\$194,139	4/1/2008	6/30/2009
Community Sharing	Case Mgmt/Transitional Svcs/South Lane	E	\$22,412	\$100,088	7/1/2007	6/30/2009
ShelterCare	Homeless Prevention	E	\$89,646	\$189,646	7/1/2007	6/30/2009
INFORMATION SERVICES						
LCOG	LCOG Staffing - Apps	E	\$53,560	133,385	1/1/2009	6/30/2009

E Expense
R Revenue
BA Billing Authority