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MARC GONZALES
DIRECTOR

DEPARTMENT OF FINANCE

December 10, 2015

PUBLIC SERVICES BUILDING
2051 KAEN ROAD | OREGON CITY, OR 97045

Board of County Commissioners
Clackamas County

Members of the Board:

Approval of a Resolution Affirming that the Clackamas County 2015-2016 Fiscal Year
Budget is Appropriated by Organization Unit

Purpose/Outcome	Budget changes for Clackamas County FY 2015-2016
Dollar Amount and fiscal Impact	No fiscal impact of existing appropriations.
Funding Source	N/A
Safety Impact	N/A
Duration	July 1, 2015-June 30, 2016
Previous Board Action/Review	Budget Adopted June 25, 2015, amended October 29, 2015
Contact Person	Diane Padilla, 503-742-5425
Contract No.	N/A

BACKGROUND: On October 29, 2015, The Clackamas County Board of Commissioners approved four resolutions amending the Fiscal Year 2015-16 budget. These included a Supplemental Budget Greater than Ten Percent or Reduction (Resolution 2015-112), a Supplemental Budget Less than 10 Percent (Resolution 2015-114), an Authorization to Appropriate Grants for Specific Purposes (Resolution 2015-115.) and a Transfer Appropriations Within (Resolution 2015-116) In the exhibits detailing the budgets to be amended, expenditures were inadvertently classified by fund although the budget had been adopted at the organizational unit level. It was not the County's intention to appropriate expenditures at other than the organizational unit level; it was an oversight, the result of reverting to the use of prior exhibit formats.

RECOMMENDATION:

Staff respectfully recommends adoption of the resolution affirming that the Clackamas County 2015-2016 fiscal year budget is appropriated by organizational unit.

Sincerely,

Diane Padilla
Budget Manager

**BEFORE THE BOARD OF COUNTY COMMISSIONERS
OF CLACKAMAS COUNTY, STATE OF OREGON**

In the Matter of Affirming
that the 2015-16 Fiscal Year Budget
is Appropriated by Organizational Unit



Resolution No. _____

BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS THAT:

The Fiscal Year 2015-16 County Budget was adopted and has been amended at the organizational unit level although exhibits attached to October 29, 2015 amendments erroneously classified some appropriations only by fund.

Dated this ____ day of _____, 2015

CLACKAMAS COUNTY BOARD OF COMMISSIONERS

Chair

Recording Secretary

SUMMARY OF SUPPLEMENTAL BUDGET
Exhibit A
CHANGES OF GREATER THAN 10% OF BUDGET
October 29, 2015

Recommended items by revenue source:

Prior Year Revenue	\$ (222,701.)
Fund Balance	357,122.
Federal Operating Grants	407,797.
State Operating Grants	(1,245,055.)
Local Government & Other Agencies	(27,880.)
Charge for Services	905,660.
Interfund Transfers	<u>(103,000.)</u>
 Total Recommended	 <u>\$ 71,933.</u>

SOCIAL SERVICES FUND

Revenues:

Prior Year Revenue	\$ (489,657.)
Fund Balance	3,909.
State Operating Grants	(1,421,111.)
Local Governments & Other Agencies	(105,000.)
Charge for Services	98,000.
Interfund Transfer	<u>(103,000.)</u>
Total Revenues	<u>\$ (2,016,859.)</u>

Expenses:

Health, Housing and Human Services	\$ (2,016,859.)
Total Expenses	<u>\$ (2,016,859.)</u>

Health, Housing and Human Services is decreasing and realigning budget due to reduced state funding for developmental disability programs.

JUVENILE FUND

Revenues:

Prior Year Revenue	\$ 266,956
Federal Operating Grants	407,797.
State Operating Grants	176,056.
Local Governments & Other Agencies	77,120.
Charge for Services	<u>7,660.</u>
Total Revenues	<u>\$ 935,589.</u>

Expenses:

Juvenile	\$ 899,029.
Not Allocated to Organizational Unit	
Special Payment	<u>36,560</u>
Total Expenses	<u>\$ 935,589.</u>

Juvenile is recognizing prior year revenue and additional grant revenue and budgeting to add a full-time accounting specialist and a full-time human services assistant and for program expenses.

CLACKAMAS BROADBAND UTILITY FUND

Revenue:		
Fund Balance	\$	57,101.
Charge for Services		800,000.
Total Revenues	\$	<u>857,101.</u>
Expense:		
Technology Services	\$	857,101.
Total Expenses	\$	<u>857,101.</u>

Technology Services is recognizing fund balance and connection fee revenues and appropriating capital expenditure for Clackamas Broadband Utility.

CABLE ADMINISTRATION FUND

Revenues:		
Fund Balance	\$	(8,460.)
Total Revenues	\$	<u>(8,460.)</u>
Expenses:		
Public & Government Affairs	\$	(8,460.)
Total Expenses	\$	<u>(8,460.)</u>

Public and Government Affairs is recognizing lower than anticipated fund balance and realigning expenditures accordingly for Cable Administration.

TELECOMMUNICATION SERVICES FUND

Revenues:		
Fund Balance	\$	304,562.
Total Revenues	\$	<u>304,562.</u>
Expenses:		
Technology Services	\$	304,562.
Total Expenses	\$	<u>304,562.</u>

Technology Services is recognizing additional fund balance and budgeting for a new computer server and other system upgrades associated with the Development Services Building.

SUMMARY OF SUPPLEMENTAL BUDGET
Exhibit A
CHANGES OF LESS THAN 10% OF BUDGET
October 29, 2015

Recommended items by revenue source:

Prior Year Revenue	\$ 3,046.
Fund Balance	3,763,562.
License & Permits	12,648.
Federal Operating Grants	85,697.
State Operating Grants	213,440.
Local Government & Other Agencies	79,200.
Charge for Services	111,058.
Miscellaneous Revenue	112,384.
Interfund Transfer	<u>833,477.</u>
 Total Recommended	 <u>\$ 5,214,512.</u>

GENERAL FUND – HUMAN RESOURCES

Revenue:	
Miscellaneous Revenue	\$ 112,384.
Total Revenues	<u>\$ 112,384.</u>
Expense:	
Human Resources	\$ 112,384.
Total Expenses	<u>\$ 112,384.</u>

General Fund – Human Resources is recognizing internal services revenue and budgeting to add a full-time Human Resources Analyst to focus solely on recruitment for Health, Housing and Human Services funds.

GENERAL FUND – NOT ALLOCATED TO ORGANIZATIONAL UNIT

Revenue:	
Fund Balance	\$ 833,477.
Total Revenues	<u>\$ 833,477.</u>
Expense:	
Not Allocated to Organizational Unit	
Contingency	\$ 833,477.
Total Expenses	<u>\$ 833,477.</u>

General Fund – Not Allocated to Organizational Unit is recognizing fund balance and appropriating it in contingency.

BEHAVIORAL HEALTH FUND

Revenue:	
Fund Balance	\$ 1,649,494.
Total Revenues	<u>\$ 1,649,494.</u>
Expense:	
Health, Housing and Human Services	\$ 2,377,561.
Not Allocated to Organizational Unit	
Contingency	<u>(728,067.)</u>
Total Expenses	<u>\$ 1,649,494.</u>

Health, Housing and Human Services is recognizing fund balance and transferring from contingency and budgeting for program expenses for Behavioral Health.

SOCIAL SERVICES FUND

Revenue:	
Fund Balance	\$ 662,818.
Federal Operating Grants	37,802.
State Operating Grants	131,703.
Charge for Services	<u>27,000.</u>
Total Revenues	<u>\$ 859,323.</u>
Expense:	
Health, Housing and Human Services	\$ 629,020.
Not Allocated to Organizational Unit	
Contingency	<u>230,303</u>
Total Expenses	<u>\$ 859,323.</u>

Health, Housing and Human Services is recognizing fund balance and additional federal and state operating grant revenues and budgeting for program and temporary worker expenses and contingency for Social Services.

COMMUNITY SOLUTIONS FUND

Revenue:	
Fund Balance	\$ 71,577.
Federal Operating Grants	17,896.
State Operating Grants	102,493.
Charge for Services	<u>51,846.</u>
Total Revenues	<u>\$ 243,812.</u>
Expense:	
Health, Housing and Human Services	<u>\$ 243,812.</u>
Total Expenses	<u>\$ 243,812.</u>

Health, Housing and Human Services is recognizing fund balance and additional grant funding and budgeting for program expenses for Community Solutions.

PUBLIC HEALTH FUND

Revenue:	
Prior Year Revenue	\$ 3,046.
Fund Balance	35,095.
License & Permits	12,648.
Federal Operating Grants	29,999.
State Operating Grants	(20,756.)
Local Government & Other Agencies	79,200.
Charge for Services	(92,876.)
Total Revenues	<u>\$ 46,356.</u>

Expense:	
Health, Housing and Human Services	\$ 108,180.
Not Allocated to Organizational Unit	
Interfund Transfer	(40,000.)
Contingency	(21,824.)
Total Expenses	<u>\$ 46,356.</u>

Health, Housing and Human Services is recognizing fund balance and additional School Based Health Center funding and realigning and budgeting for program costs for Public Health.

HEALTH CENTERS FUND

Revenue:	
Charge for Services	\$ 125,088.
Total Revenues	<u>\$ 125,088.</u>

Expense:	
Health, Housing and Human Services	\$ 125,088.
Total Expenses	<u>\$ 125,088.</u>

Health, Housing and Human Services is recognizing additional fee for services revenue and budgeting to add a full-time Program Supervisor for the Health Centers.

JUVENILE FUND

Revenue:	
Fund Balance	\$ 616,928.
Total Revenues	<u>\$ 616,928.</u>

Expense:	
Juvenile	\$ 616,928.
Total Expenses	<u>\$ 616,928.</u>

Juvenile is recognizing fund balance and budgeting for program expenses.

TECHNOLOGYSERVICES FUND

Revenue:	
Fund Balance	\$ 727,650.
Total Revenues	<u>\$ 727,650.</u>
Expense:	
Technology Services	\$ 727,650.
Total Expenses	<u>\$ 727,650.</u>

Technology Services is recognizing fund balance and budgeting to complete projects carried over from the prior year as well as current year projects.

NEW SPECIFIC PURPOSE REVENUE REQUESTS

Exhibit A

Federal Operating Grants	\$ 540,720.
State Operating Grants	1,025,538.
Local Government & Other Agencies	394,683.
Charge for Services	75,000.
Miscellaneous Revenue	<u>5,656.</u>
Total Recommended	<u>\$ 2,041,597.</u>

SHERIFF FUND

Revenue:	
Local Government & Other Agencies	\$ 163,575.
Miscellaneous Revenue	<u>2,374.</u>
Total	<u>\$ 165,949.</u>
Expense:	
Sheriff	<u>\$ 165,949.</u>
Total	<u>\$ 165,949.</u>

Sheriff is recognizing additional Dive Team donations and contract revenue from the City of Wilsonville and budgeting for a full-time Sergeant position and public safety equipment.

COMMUNITY CORRECTIONS FUND

Revenue:	
State Operating Grants	\$ 1,025,538.
Miscellaneous Revenue	<u>3,282.</u>
Total	<u>\$ 1,028,820.</u>
Expense:	
Sheriff	\$ 1,109,321.
Not Allocated to Organizational Unit	
Contingency	<u>(80,501.)</u>
Total	<u>\$ 1,028,820.</u>

Sheriff is recognizing additional revenue from the State of Oregon Department of Corrections, Grant-in-Aid and Measure 57 and budgeting to add three full-time Parole & Probation Officers, one full-time Employment Specialist and one full-time Community Corrections Supervisor to help support the additional clients and programs at the new Transition Center. This fund is also transferring from contingency for additional program expenses.

COMMUNITY SOLUTIONS FUND

Revenue:	
Charge for Services	\$ 75,000.
Total	<u>\$ 75,000.</u>
Expense:	
Health, Housing and Human Services	\$ 75,000.
Total	<u>\$ 75,000.</u>

Health, Housing and Human Services is recognizing internal county revenue and budgeting it for the work repair agreement on manufactured and mobile homes for Community Development clients.

CHILDREN, YOUTH AND FAMILIES FUND

Revenue:	
Federal Operating Grants	\$ 510,000.
Total	<u>\$ 510,000.</u>
Expense:	
Health, Housing and Human Services	\$ 510,000.
Total	<u>\$ 510,000.</u>

Health, Housing and Human Services is recognizing new revenue from the Youth & Community Health Grant and budgeting for program costs.

HEALTH CENTERS FUND

Revenue:	
Federal Operating Grants	\$ 30,720.
Local Government & Other Agencies	231,108.
Total	<u>\$ 261,828.</u>
Expense:	
Health, Housing and Human Services	\$ 261,828.
Total	<u>\$ 261,828.</u>

Health, Housing and Human Services is recognizing funding from the Oregon Criminal Justice Commission and budgeting to add a full-time Case Manager position and program costs at the Health Centers.

TRANSFER REQUEST

Exhibit A

GENERAL FUND – NOT ALLOCATED TO ORGANIZATIONAL UNIT- EMPLOYEE SERVICES

Decrease:

Expenses:

Not Allocated to Organizational Unit	
Materials & Services	\$ (872,282.)
Contingency	<u>(173,313.)</u>
Total	<u><u>\$(1,045,595.)</u></u>

Increase:

Expense:

Not Allocated to Organizational Unit	
Special Payments	\$ 700,000.
Interfund Transfer	312,685
General Fund – Human Resources	<u>32,910.</u>
Total	<u><u>\$ 1,045,595.</u></u>

General Fund – Not Allocated to Organizational Unit is transferring from contingency to Human Resources for technology upgrade costs budgeted in 2014-15 and completed in 2015-16. It is also increasing interfund transfer to help support A Safe Place and for an increase in contracted janitorial services costs and transferring appropriations to special payments to better categorize use of funds.

BUILDING CODES FUND

Expense:

Transportation and Development	\$ 327,295.
Not Allocated to Organizational Unit	
Contingency	<u>(327,295.)</u>
Total	<u><u>\$ 0.</u></u>

Transportation & Development is transferring from contingency and budgeting to add one full-time Plan Examiner, one full-time Plumbing Inspector and one full-time Permits Specialist to accommodate increasing development and permit activity.

ROAD FUND

Expense:

Transportation and Development	\$ 73,582.
Not Allocated to Organizational Unit	
Contingency	<u>(73,582.)</u>
Total	<u><u>\$ 0.</u></u>

Transportation & Development is transferring from contingency and budgeting for one full-time Permits Specialist to accommodate increased development and permit activity.

CODE ENFORCEMENT & SUSTAINABILITY FUND

Expense:	
Transportation and Development	\$ 70,850.
Not Allocated to Organizational Unit	
Contingency	<u>(70,850.)</u>
Total	<u>\$ 0.</u>

Transportation & Development is transferring from contingency and budgeting for a part-time Sustainability Analyst.

BEHAVIORAL HEALTH FUND

Expense:	
Health, Housing and Human Services	\$ 147,632.
Not Allocated to Organizational Unit	
Contingency	<u>(147,632.)</u>
Total	<u>\$ 0.</u>

Health, Housing and Human Services is transferring from contingency and budgeting to add a full-time Program Supervisor for the Oregon Health Plan Adult and Child Program. It is also adjusting appropriations to better categorize them as program expenses.

SOCIAL SERVICES FUND

Expense:	
Health, Housing and Human Services	\$ 0.
Total	<u>\$ 0.</u>

Health, Housing and Human Services is realigning budget to better account for the expenses of the Housing Vets First Program and adding one full-time Case Manager position.

CHILDREN, YOUTH AND FAMILIES

Increase:	
Revenue:	
Charge for Services	\$ 260,577.
Decrease:	
Revenue:	
Interfund Transfer	<u>(88,295.)</u>
Total	<u>\$ 172,282.</u>
Increase:	
Expense:	
Health, Housing and Human Services	\$ 172,282.
Total	<u>\$ 172,282.</u>

Health, Housing and Human Services is recognizing an interfund transfer from the General Fund and budgeting to add a full-time Office Specialist position to help support A Safe Place Family Justice Center and other program costs. It is also realigning revenue to better reflect year to date expenses.

HEALTH CENTERS FUND

Expense:

Health, Housing and Human Services	\$ 0.
Total	<u>\$ 0.</u>

Health, Housing and Human Services is adjusting appropriations to better categorize use of program expenses.

FACILITIES MANAGEMENT FUND

Increase:

Revenue:

Interfund Transfer	\$ 108,522.
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Expense:

Finance	\$ 322,733.
Not Allocated to Organizational Unit	
Contingency	<u>(214,211.)</u>
Total	<u>\$ 108,522.</u>

Finance is recognizing additional General Fund support and budgeting for higher janitorial services contract costs. It is also reducing fund balance and budgeting to add a full-time Building Maintenance position and adjusting contingency accordingly.