



MULTNOMAH COUNTY

AGENDA PLACEMENT REQUEST (revised 09/22/08)

APPROVED : MULTNOMAH COUNTY
BOARD OF COMMISSIONERS
AGENDA # R-3 DATE 12/17/09
DEBORAH L. BOGSTAD, BOARD CLERK

Board Clerk Use Only

Meeting Date: 12/17/09
Agenda Item #: R-3
Est. Start Time: 10:00 am
Date Submitted: 12/02/09

BUDGET MODIFICATION: DCM-10

BUDGET MODIFICATION DCM-10 Approving General Fund Contingency
Agenda Title: Transfer of \$392,706 to Pay Assessments to Multnomah County from the Portland Mall Revitalization Project Local Improvement District

Note: If Ordinance, Resolution, Order or Proclamation, provide exact title. For all other submissions, provide a clearly written title sufficient to describe the action requested.

Requested Meeting Date:	<u>December 17, 2009</u>	Amount of Time Needed:	<u>5 minutes</u>
Department:	<u>County Management</u>	Division:	<u>Facilities & Property Mgmt</u>
Contact(s):	<u>Bob Thomas, Facilities & Property Management Director</u>		
Phone:	<u>(503) 988-6294</u>	Ext.	<u>86294</u>
	I/O Address: <u>274</u>		
Presenter(s):	<u>Bob Thomas, Mark Campbell</u>		

General Information

1. What action are you requesting from the Board?

The Department of County Management is requesting Board approval for General Fund Contingency to pay the County's obligation for its share of the downtown Portland Mall Revitalization Local Improvement District Assessments.

2. Please provide sufficient background information for the Board and the public to understand this issue. Please note which Program Offer this action affects and how it impacts the results.

On October 14, 2009, the City Council of Portland voted to assess benefited properties for street and other improvements in the Portland Mall Revitalization Project Local Improvement District (LID). The total amount of the LID is just over \$22 million. Portland State University contributed \$7 million into the LID for the project and remaining property owners have now been assessed just over \$15 million on a prorated basis among all properties in the LID. Multnomah County originally received initial estimates of cost responsibility for the LID in November 2006. Until very recently the County believed it would not have this obligation, but was not able to get a formal agreement with the City to not assess its properties. Fourteen properties and buildings have now been assessed

by the LID. Payments are due this month.

3. Explain the fiscal impact (current year and ongoing).

The General Fund Contingency is reduced by \$392,706 and the appropriations for the Facilities Management Fund are increased by the same amount. This action is a one time only action.

4. Explain any legal and/or policy issues involved.

Multnomah County is obligated by the Local Improvement District to pay its share of the costs associated with the reconstruction of the downtown Portland Mall and Streetcar Extension.

5. Explain any citizen and/or other government participation that has or will take place.

The LID was formed to provide local financing sources for the addition of light rail to the Portland Mall and for the downtown Portland Streetcar. Multnomah County is property tax exempt for its properties but is not exempt for assessments due to formations of local improvement districts.

ATTACHMENT A

Budget Modification

If the request is a **Budget Modification**, please answer all of the following in detail:

- **What revenue is being changed and why?**
Facilities Management Fund revenue is being increased by \$392,706 by this transfer of General Fund Contingency.
- **What budgets are increased/decreased?**
The General Fund Contingency is reduced by \$392,706 and the appropriation for the Facilities Management Fund is increased by \$392,706.
- **What do the changes accomplish?**
The changes will allow Facilities & Property Management to pay LID assessments for County owned properties.
- **Do any personnel actions result from this budget modification? Explain.**
No
- **How will the county indirect, central finance and human resources and departmental overhead costs be covered?**
N/A
- **Is the revenue one-time-only in nature? Will the function be ongoing? What plans are in place to identify a sufficient ongoing funding stream?**
The contingency request is one time only for a one time only expense.
- **If a grant, what period does the grant cover?**
N/A
- **If a grant, when the grant expires, what are funding plans?**
N/A

Contingency Request

If the request is a **Contingency Request**, please answer all of the following in detail:

- **Why was the expenditure not included in the annual budget process?**
This expenditure was not anticipated as being an obligation to the County until final notification from the City of Portland in September.
- **What efforts have been made to identify funds from other sources within the Department/Agency to cover this expenditure?**
The properties being assessed largely house General Fund programs of the County and would ultimately be the obligation of the General Fund as program tenants of these buildings if paid over time.
- **Why are no other department/agency fund sources available?**
This large total assessment was unexpected and not available from the Facilities Management Fund or other sources.

- **Describe any new revenue this expenditure will produce, any cost savings that will result, and any anticipated payback to the contingency account. What are the plans for future ongoing funding?**

This expenditure produces no new revenue or cost savings.

- **Has this request been made before? When? What was the outcome?**

This request has not been made before.

NOTE: If a Budget Modification or a Contingency Request attach a Budget Modification Expense & Revenues Worksheet and/or a Budget Modification Personnel Worksheet.

ATTACHMENT B

BUDGET MODIFICATION: DCM - 10

Required Signatures

**Elected Official or
Department/
Agency Director:**

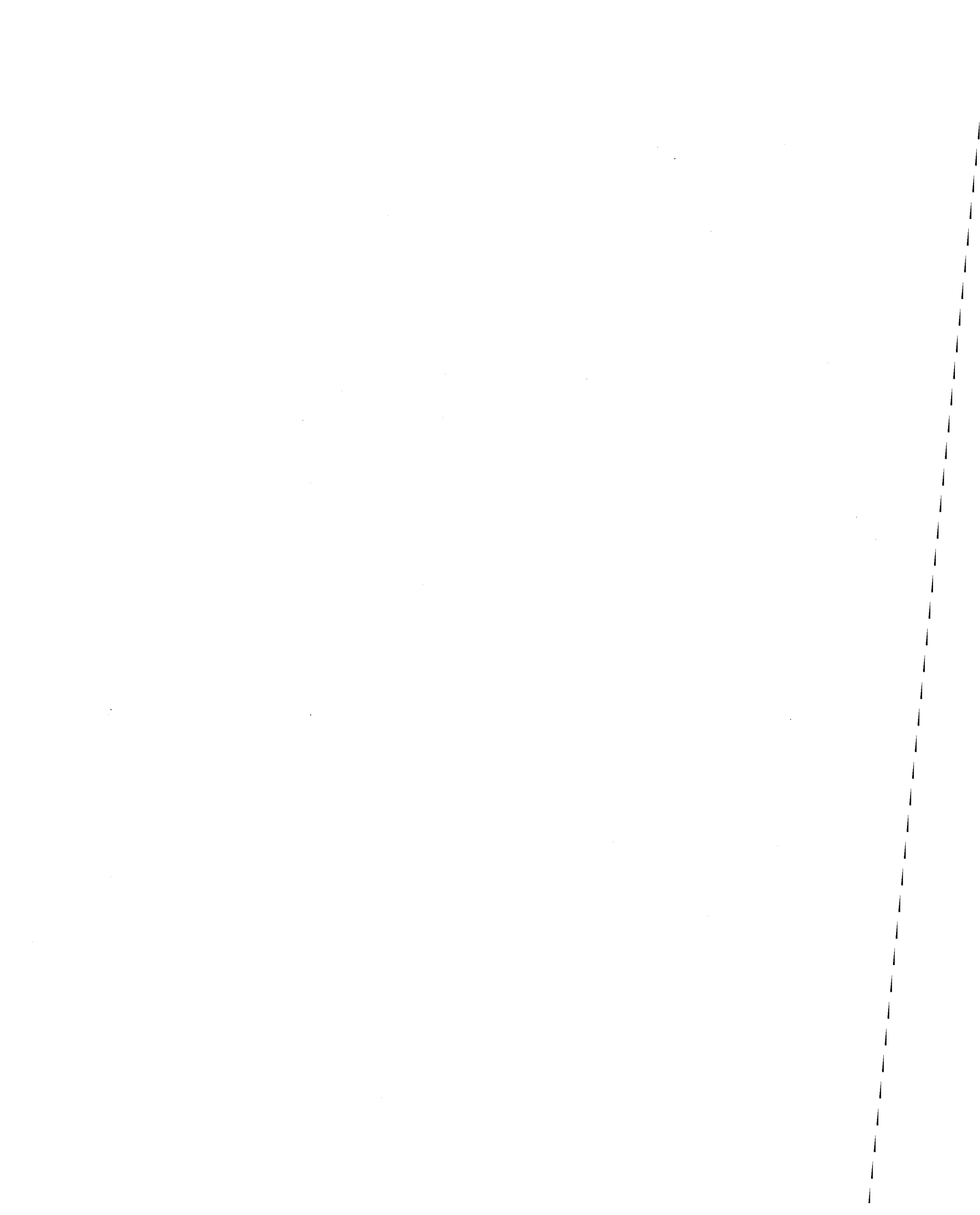


Date: 12/02/09

Budget Analyst:



Date: 12/02/09





Department of County Management
MULTNOMAH COUNTY OREGON

Budget Office

501 SE Hawthorne Blvd., Suite 531
Portland, Oregon 97214
(503) 988-3312 phone
(503) 988-5758 fax
(503) 988-5170 TDD

TO: Board of County Commissioners

FROM: Julie Neburka, Principal Budget Analyst

DATE: December 2, 2009

SUBJECT: General Fund Contingency Request of \$392,706 to pay for street and other improvements in the Portland Mall Revitalization Project Local Improvement District (LID).

The Department of County Management (DCM) requests \$392,706 from the General Fund Contingency to pay in full an assessment from the City of Portland for the Portland Mall Revitalization Project Local Improvement District (LID). This LID was formed by City of Portland ordinance in November of 2004, and assesses a total of just more than \$22 million from property owners that are expected to benefit from the downtown Portland Mall improvements. A great number of our services are located in County-owned buildings downtown, and while our properties are exempt from property taxes, they are not exempt from assessments by local improvement districts. If granted, this request will be a one-time payment that will satisfy our obligation for this particular local improvement district.

General Fund Contingency Policy Compliance

The Budget Office is required to inform the Board if contingency requests submitted for approval satisfy the general guidelines and policies for using the General Fund Contingency.

- Criteria 1 states contingency requests should be for one-time-only purposes. *This payment will be one-time-only.*
- Criteria 2 Addresses emergencies and unanticipated situations. *While the County was aware of this local improvement district, it had been our understanding until recently that our obligation might be waived. After negotiation with the City of Portland, that turned out not to be the case.*
- Criteria 3 addresses items identified in Board Budget Notes. *This request was not identified in the FY 2010 Board Budget Notes.*

Budget Modification ID: DCM-10

Budget/Fiscal Year: 2010

EXPENDITURES & REVENUES

Please show an increase in revenue as a negative value and a decrease as a positive value for consistency with SAP.

Line No.	Fund	Fund Code	Program #	Func. Area	Internal Order	Accounting Unit	Cost Center	WBS Element	Cost Element	Current Amount	Revised Amount	Change Increase/Decrease	Subtotal	Description
1	19	1000		20			9500001000		60470	7,331,609	6,938,903	(392,706)		Decrease GF Contingency
2	19	1000		20	8				60560	1,100,000	1,492,706	392,706		Increase GF Cash Transfer
3	72-50	3505		20			902575		50320	(1,100,000)	(1,492,706)	(392,706)		Increase Cash Transfer Rev, LID Tax Assessments
4	72-50	3505		20				B601 Base	60160	0	19,075	19,075		Increase PassThru_Central Lib_R246570
5	72-50	3505		20			902575		60160	20,128	20,882	554		Increase PassThru_Hawthorne Bridgehead_R245923
6	72-50	3505		20			902575		60160	20,682	21,457	775		Increase PassThru_Hawthorne Bridgehead_R245920
7	72-50	3505		20			902575		60160	21,457	22,564	1,107		Increase PassThru_Hawthorne Bridgehead_R245926
8	72-50	3505		20				B155 Base	60160	0	2,061	2,061		Increase PassThru_Martha Washington_R246628
9	72-50	3505		20			902575		60160	22,564	25,446	2,882		Increase PassThru_Hawthorne Bridgehead_R245919
10	72-50	3505		20			902575		60160	25,446	30,625	5,179		Increase PassThru_Morrison Bridgehead_R245946
11	72-50	3505		20			902575		60160	30,625	37,892	7,267		Increase PassThru_Morrison Bridgehead_R245899
12	72-50	3505		20				B161 Base	60160	0	23,862	23,862		Increase PassThru_Mead_R246294
13	72-50	3505		20				B101 Base	60160	0	97,751	97,751		Increase PassThru_Courthouse_R246104
14	72-50	3505		20				B119 Base	60160	0	2,081	2,081		Increase PassThru_JC_R504898
15	72-50	3505		20				B119 Base	60160	2,081	200,527	198,446		Increase PassThru_JC_R286121
16	72-50	3505		20				B160 Base	60160	0	31,480	31,480		Increase PassThru_McCoy_R246124
17	72-50	3505		20			902575		60160	37,892	38,078	186		Increase PassThru_Burnside Bridge
18										0	0			
19										0	0			
20										0	0			
21										0	0			
22										0	0			
23										0	0			
24										0	0			
25										0	0			
26										0	0			
27										0	0			
28										0	0			
29										0	0			
										7,512,484		0	0	Total - Page 1
												0	0	GRAND TOTAL

FM Side			PS/CO Side			Cost Element/Commitment	
FM Fund Center	FM Fund Code	Functional Area	Internal Order	Cost Center	WBS Element	Item	Notes
General Fund Contingency							
19	1000	0020		9500001000		60470	Reduce available General Fund Contingency
xx-xx	xxxxx	0020		xxx	xxx	xxxxx	Increase Expenditure
Indirect Central							
xx-xx	xxxxx				xxx	60350	Indirect Expenditure
19	1000	0020		9500001000		50310	Indirect reimbursement revenue in General Fund
19	1000	0020		9500001000		60470	CGF Contingency expenditure
Departmental							
xxx	xxxxx				xxx	60355	Indirect Department Expenditure
xx-xx	1000			xxx	xxx	50370	Indirect Dept reimbursement revenue in General Fund
xx-xx	1000			xxx	xxx	xxx	Off setting Dept expenditure in General Fund
Telecommunications							
xx-xx	xxxxx				xxx	60370	Departmental telecommunication expenditure
10-10	3503	0020		709525		50310	Budgets receipt of reimbursement
10-10	3503	0020		709525		60200	Budgets offsetting expenditure in telecommunications fund
Data Processing							
xx-xx	xxxxx				xxx	60380	Departmental data processing expenditures
10-10	3503	0020		709000		50310	Budgets receipt of Data Processing reimbursement
10-10	3503	0020		709000		60240	Budgets offsetting expenditures
PC Flat Fee (Flat Fee is no longer in effect for most Departments beginning in FY 2007)							
xx-xx	xxxxx				xxx	60390	Departmental PC Flat Fee expenditure
10-10	3503	0020		709617		50310	Budgets receipt of PC Flat Fee
10-10	3503	0020		709617		60240	Budgets offsetting expenditure
Electronic Service Reimbursement							
xx-xx	xxxxx					60420	Departmental Electronics expenditure
72-55	3501	0020		904200		50310	Receipt of Electronics service reimbursement
72-55	3501	0020		904200		60240	Budgets offsetting expenditure
Motor Pool: Use this cost center if you are adding funds for motor pool use.							
xx-xx	xxxxx				xxx	60410	Departmental Motor Pool expenditure
72-55	3501	0020		904150		50310	Budgets receipt of Motor Pool service reimbursement
72-55	3501	0020		904150		60240	Budgets offsetting expenditure
Fleet: Use this cost center if you are adding funds for dedicated program cars.							
xx-xx	xxxxx				xxx	60410	Departmental Fleet expenditure
72-55	3501	0020		904100		50310	Budgets receipt of Fleet service reimbursement
72-55	3501	0020		904100		60240	Budgets offsetting expenditure
Building Management							
xx-xx	xxxxx				xxx	60430	Departmental Building Management expenditure
72-50	3505	0020		902575		50310	Budgets receipt of Building Management service reimbursement
72-50	3505	0020		902575		60170	Budgets offsetting expenditure
Insurance Service Reimbursement							
xx-xx	xxxxx					60140 or 60145	Departmental Insurance expenditure
72-10	3500	0020		705210		50316	Insurance Revenue
72-10	3500	0020		705210		60330	Offsetting expenditure
Lease Payments to Capital Lease Retirement Fund							
xx-xx	xxxxx					60450	Departmental Capital Lease Retirement expenditure Contact your Budget Analyst to complete this.
Mail & Distribution							
xx-xx	xxxxx				xxx	60460	Mail & Distribution expenditure
72-55	3504	0020		904400		50310	Budgets receipt of service reimbursement
72-55	3504	0020		904400		60230	Budgets offsetting expenditure
Records							
xx-xx	xxxxx				xxx	60460	Records expenditure
72-55	3504	0020		904500		50310	Budgets receipt of service reimbursement
72-55	3504	0020		904500		60240	Budgets offsetting expenditure
Stores							
xx-xx	xxxxx				xxx	60460	Stores expenditure
72-55	3504	0020		904600		50310	Budgets receipt of service reimbursement
72-55	3504	0020		904600		60240	Budgets offsetting expenditure

How are functional areas assigned to cost objects?

For the most part, functional area is related to what department has recorded the revenue or expenditure (i.e. the District Attorney is reported in Public Safety and Justice). There are some exceptions to this rule that require certain funds to be assigned to a particular functional area, regardless of what department the revenues or expenditures are recorded in.

Functional Area Assignments ~ Based on Fund		
1501 – Road Fund	Roads and Bridges	80
1502 – Emergency Communications Fund	Community Services	60
1503 – Bike Path Fund	Community Services	60
1504 – Recreation Fund	Community Services	60
1506 – County School Fund	Community Services	60
1509 – Willamette River Bridges Fund	Roads and Bridges	80
1510 – Library Fund	Library	70
1512 – Land Corner Preservation Fund	Roads and Bridges	80
2500 – Justice Bond Project Fund	Public Safety and Justice	50
2501 – Revenue Bond Project Fund	Community Services	60
2502 – SB 1145 Fund	Public Safety and Justice	50
2504 – Building Project Fund	Community Services	60
2505 – Deferred Maintenance Fund	Community Services	60
2506 – Library Construction / 1996 Bonds Fund	Library	70
2507 – Capital Improvement Fund	Community Services	60
2509 – Asset Preservation Fund	Community Services	60
2510 – Library Property Fund	Library	70
3000 – Dunthorpe-Riverdale Service Dist #14 Fund	Dunthorpe-Riverdale Service Dist #14	500
3001 – Mid County Service District #1 Fund	Mid County Service District #1	510
3002 – Behavioral Health Managed Care Fund	Behavioral Health Managed Care	520

If a cost object is not in one of the funds listed above, then the functional area should be assigned based on the department that the cost object is in.

Functional Area Assignments ~ Based on Department (Fund Center)		
Non-Departmental (10, except 10-50)	General Government	20
Non-Departmental – CCFC (10-50)	Social Services	40
District Attorney (15)	Public Safety and Justice	50
Countywide (18 & 19)	General Government	20
Human Services (20, 25, 26, 30 & 31)	Social Services	40
School and Community Partnerships (21)	Social Services	40
Health (40)	Health Services	30
Community Justice (50)	Public Safety and Justice	50
Sheriff's Office (60)	Public Safety and Justice	50
County Management (72)	General Government	20
Community Services (91)	General Government	20
Library (80)	Library	70

If you have any questions or comments, please contact Susan Luce in General Ledger at ext. 22138.