MULTNOMAH COUNTY
AGENDA PLACEMENT REQUEST
BUDGET MODIFICATION
(Revised: 8/18/12)

APPROVED: MULTNOMAH COUNTY
BOARD OF COMMISSIONERS
AGENDA # _R. 4_ DATE _5//6/13_
LYNDA GROW, BOARD CLERK

Agenda Title:	**BUDGET MODIFICATION # Nond-13, Requesting $16,500 from the General Fund Contingency for an additional day per week of the Mobile Playground Program.**

Note: For all other submissions than BudMods, please use one of the APR forms.

Requested Meeting Date:	May 16, 2013	**Time Needed:**	5 minutes
Department:	Nondepartmental	**Division:**	District 3
Contact(s):	Matthew Lashua		
Phone:	503 988 4105 **Ext.** X84105	**I/O Address:**	503/6
Presenter Name(s) & Title(s):	**Matthew Lashua**		

General Information

1. **What action are you requesting from the Board?**

   Approval of a contingency request of $16,500 to expand the Mobile Playground Program from one time a week at selected sites to two times a week.

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.**

   In 2012 a group of citizens and organizations sought and received project funding from the East Portland Action Plan to expand the City of Portland's mobile playground program for East Portland children. The funds enabled Portland Parks & Recreation to rent another van, fill it with games, toys and crafts, and provide two seasonal recreation leaders, who visited 10 sites every week for two months. The mobile playground program served about 1,200 children last year with games, arts and crafts, and lunch at each visit.

   The group met several times for site selection. Sites were selected based on whether affected children had access to any sort of structured activity and located for the most part close to the apartment units serving low-income and people of color. This project also had

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to be an addition to existing park activity sites, not in place of other Park Bureau sites. The sites were also evaluated on the availability of nearby activities with safety and ease of access for the children and their parents/guardians. East Portland sites include Eastgate Station, East Holladay, Raymond Park, Ventura Park, Faith Community Church, Bellrose Station, West Powellhurst, Parklane Park, Slavic Center, and the Melrose Apartments.

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

A request for $16,500 from Multnomah County will continue to expand Portland Parks & Recreation's mobile playground program for East Portland youth. The approval of $16,500 will expand the play activities from one time a week at selected sites to two times a week.

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

None

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

The group participated in an outreach effort targeted to non-English speakers including a Spanish translation of the PP&R brochure; flyers sent out in Russian, Somali, Chinese, Nepali and Vietnamese. The community members again took on the task of targeted distribution to ensure the widest possible dissemination of this information via personal contact, e-mail lists and website postings.

Participating Groups Involved in Planning the Mobile Playground Project:

East Portland Action Plan Civic Engagement Subcommittee
a.   Latino Learning Community
b.   Native American Youth Association
c.   Russian Speaking Network
d.   EPAP Arts & Cultural Subcommittee
East Portland Parks Coalition
East Portland Neighborhood Office
Human Solutions
Impact Northwest
Rose CDC
Centennial Community Association
Glenfair Neighborhood Association
Hazelwood Neighborhood Association
Powellhurst-Gilbert Neighborhood Association
David Douglas School District
Parkrose School District
Midland Library
Multnomah County Health
Portland Parks and Recreation
Portland Office of Equity

Budget Modification

If the request is a <u>Budget Modification,</u> please answer <u>all</u> of the following in detail:

- **What revenue is being changed and why? If the revenue is from a federal source, please list the Catalog of Federal Assistance Number (CFDA).**

  No revenues are changed.

- **What budgets are increased/decreased?**

  The General Fund contingency account is decreased by $16,500 and the DCM Director's Office is increased by the same amount.

- **What do the changes accomplish?**

  This appropriation will allow the Mobile Playground program in East Portland to expand from one visit per week to two visits per week to various locations.

- **Do any personnel actions result from this budget modification? Explain.**

  No

- **If a grant, is 100% of the central and department indirect recovered? If not, please explain why.**

  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?**

  This is a One Time Only request.

- **If a grant, what period does the grant cover? When the grant expires, what are funding plans? Are there any particular stipulations required by the grant (i.e. cash match, in kind match, reporting requirements etc)?**

  N/A

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

Required Signatures

Elected Official or Dept Director:	Commissioner Judy Shiprack /s/	5/9/13 Date:
Budget Analyst:	Christian Elkin	Date: 5/9/13

Budget Modification ID: Nondepartmental-13

EXPENDITURES & REVENUES

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

Budget/Fiscal Year: 2013

Line No.	Fund Center	Fund Code	Program #	Func. Area	Internal Order	Cost Center	WBS Element	Cost Element	Current Amount	Revised Amount	Change Increase/ (Decrease)	Subtotal	Description
1	19	1000		0020		9500001000		60470		(16,500)	(16,500)		Decr. GF Contingency
2	72-01	1000	72001	0020		704000		60160	0	16,500	16,500		Increase pass thru
3													
4													
5													
6													
7											0			
8											0			
9											0			
10											0			
11											0			
12											0			
13											0			
14											0			
15											0			
16											0			
17											0			
18											0			
19											0			
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21											0			
22											0			
23											0			
24											0			
25											0			
26											0			
27											0			
28											0			
29											0			
											0	0	Total - Page 1
											0	0	GRAND TOTAL

ANNUALIZED PERSONNEL CHANGE
Change on a full year basis even though this action affects only a part of the fiscal year (FY).

Fund	Job #	HR Org	CC/WBS/IO	Position Title	Position Number	FTE	ANNUALIZED BASE PAY	FRINGE	INSUR	TOTAL
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
				TOTAL ANNUALIZED CHANGES		0.00	0	0	0	0

CURRENT YEAR PERSONNEL DOLLAR CHANGE

Calculate costs/savings that will take place in this FY; these should explain the actual dollar amounts being changed by this Bud Mod.

Fund	Job #	HR Org	CC/WBS/IO	Position Title	Position Number	FTE	CURRENT YEAR BASE PAY	FRINGE	INSUR	TOTAL
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
				TOTAL CURRENT FY CHANGES		0.00	0	0	0	0

	FM Side			PS/CO Side			Cost Element/ Commitment Item	Notes
	FM Fund Center	FM Fund Code	Functional Area	Internal Order	Cost Center	WBS Element		
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	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
	78-70	3503	0020		709525		50310	Budgets receipt of reimbursement
	78-70	3503	0020		709525		60200	Budgets offsetting expenditure in telecommunications fund
Data Processing								
	xx-xx	xxxxx				xxx	60380	Departmental data processing expenditures
	78-70	3503	0020		709000		50310	Budgets receipt of Data Processing reimbursement
	78-70	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
	78-70	3503	0020		709617		50310	Budgets receipt of PC Flat Fee
	78-70	3503	0020		709617		60240	Budgets offsetting expenditure
Electronic Service Reimbursement								
	xx-xx	xxxxx					60420	Departmental Electronics expenditure
	78-60	3501	0020		904200		50310	Receipt of Electronics service reimbursement
	78-60	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
	78-30	3501	0020		904150		50310	Budgets receipt of Motor Pool service reimbursement
	78-30	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
	78-60	3501	0020		904100		50310	Budgets receipt of Fleet service reimbursement
	78-60	3501	0020		904100		60240	Budgets offsetting expenditure
Building Management								
	xx-xx	xxxxx				xxx	60430	Departmental Building Management expenditure
	78-50	3505	0020		902575		50310	Budgets receipt of Building Management service reimbursement
	78-50	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
	78-20	3504	0020		904400		50310	Budgets receipt of service reimbursement
	78-20	3504	0020		904400		60230	Budgets offsetting expenditure
Records								
	xx-xx	xxxxx				xxx	60460	Records expenditure
	78-20	3504	0020		904500		50310	Budgets receipt of service reimbursement
	78-20	3504	0020		904500		60240	Budgets offsetting expenditure
Stores								
	xx-xx	xxxxx				xxx	60460	Stores expenditure
	78-20	3504	0020		904600		50310	Budgets receipt of service reimbursement
	78-20	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	0080
1502 – Emergency Communications Fund	Community Services	0060
1503 – Bike Path Fund	Community Services	0060
1504 – Recreation Fund	Community Services	0060
1506 – County School Fund	Community Services	0060
1509 – Willamette River Bridges Fund	Roads and Bridges	0080
1510 – Library Fund	Library	0070
1512 – Land Corner Preservation Fund	Roads and Bridges	0080
2504 – Building Project Fund	Community Services	0060
2507 – Capital Improvement Fund	Community Services	0060
2509 – Asset Preservation Fund	Community Services	0060
2511 – Sellwood Bridge Fund	Roads and Bridges	0080
3000 – Dunthorpe-Riverdale Service Dist #14 Fund	Dunthorpe-Riverdale Service Dist #14	0500
3001 – Mid County Service District #1 Fund	Mid County Service District #1	0510
3002 – Behavioral Health Managed Care Fund	Behavioral Health Managed Care	0520

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	0020
Non-Departmental – CCFC (10-50)	Social Services	0040
District Attorney (15)	Public Safety and Justice	0050
Countywide (18 & 19)	General Government	0020
Human Services (20, 21, 22, 25, 26, 30 & 31)	Social Services	0040
Health (40)	Health Services	0030
Community Justice (50)	Public Safety and Justice	0050
Sheriff's Office (60)	Public Safety and Justice	0050
County Management (72)	General Government	0020
County Assets (78)	General Government	0020
Library (80)	Library	0070
Community Services (91)	General Government	0020

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

MULTNOMAH COUNTY OREGON

Budget Office

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Portland, Oregon 97214
(503) 988-3312 phone
(503) 988-5758 fax
(503) 988-5170 TDD

TO: Board of County Commissioners

FROM: Christian Elkin, Principal Budget Analyst

DATE: May 8, 2013

SUBJECT: General Fund Contingency request of $16,500 to fund the expansion of the Mobile Playground program from one to two times a week for East Portland Youth. (Budget Modification Nond-13).

Commissioner Shiprack is requesting $16,500 of General Fund contingency be appropriated to expand the Mobile Playground program which is operated by the City of Portland Parks and Recreation bureau. These funds will increase the program from one visit to two visits a week for East Portland Youth. East Portland sites include Eastgate Station, East Holladay, Raymond Park, Ventura Park, Faith Community Church, Bellrose Station, West Powellhurst, Parklane Park, Slavic Center, and the Melrose Apartments.

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.

In particular,

- Criteria 1 states contingency requests should be for one-time-only purposes. If this is not judged to be one-time-only transition funding, the request essentially funds ongoing programs with one-time-only emergency contingency funds.

  Although the program is not one-time-only, the funding requested is one-time-only. Funding has not been requested in the FY 2014 budget.

- Criteria 2 Addresses emergencies and unanticipated situations.

  This request is not an emergency and was not anticipated or discussed during the Budget process.

- Criteria 3 addresses items identified in Board Budget Notes.

  This item was identified was not identified in any of the FY 2013 Budget Notes.