



MULTNOMAH COUNTY AGENDA PLACEMENT REQUEST BUDGET MODIFICATION

(revised 12/31/09)

APPROVED: MULTNOMAH COUNTY
BOARD OF COMMISSIONERS
AGENDA # C-6 DATE 4-15-2010
LYNDA GROW, BOARD CLERK

Board Clerk Use Only

Meeting Date: 4/15/2010
Agenda Item #: C-6
Est. Start Time: 9:30 am
Date Submitted: 4/6/2010

BUDGET MODIFICATION: NOND - 14

Agenda Title: BUDGET MODIFICATION NOND-14, reclassifying one position in Information Technology

Note: For all other submissions (i.e. Notices of Intent, Ordinances, Resolutions, Orders or Proclamations) please use the APR short form.

Requested Meeting Date: April 15, 2010 Amount of Time Needed: N/A (Consent)
Department: Nondepartmental Division: Information Technology
Contact(s): Richard Martinez
Phone: (503) 988-4528 Ext. 84528 I/O Address: 503/4
Presenter(s): N/A

General Information

1. What action are you requesting from the Board?

The Information Technology is requesting Board approval of a budget modification authorizing the reclassification of one position.

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.

Information Technology (IT) requests Board approval of a reclassification request for the following position.

Position Title (Old)	Position Title (New)	Position Number	FTE
Development Analyst/Sr	Human Resources Analyst/Sr	700500	No FTE Change

Information Technology requested the Central Class Compensation Unit to examine the duties of

this position. The Central Class Compensation Unit approved the classification changes noted above. Position 700500 is budgeted for FY 2010 in Program Offer 79001 – Division Management.

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

The reclassification request is being accomplished within current resources for FY 2010. Ongoing expenses for this position will be recovered via standard service rates.

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

The reclassifications, for which approval is sought in this request, have been reviewed by the Human Resources Division.

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

N/A

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? If the revenue is from a federal source, please list the Catalog of Federal Assistance Number (CFDA).

N/A

- What budgets are increased/decreased?

N/A

- What do the changes accomplish?

Reclassification of one position.

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

Reclassification of one position.

- 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?

N/A

- 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

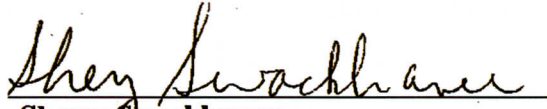
NOTE: If a Budget Modification or a Contingency Request attach a Budget Modification Expense & Revenues Worksheet and/or a Budget Modification Personnel Worksheet.

ATTACHMENT B

BUDGET MODIFICATION: NOND - 13

Required Signatures

Elected Official or
Department/
Agency Director:


Sherry Swackhamer

Date: _____

Budget Analyst:


Julie Neburka

Date: _____

Department HR:

Date: _____

Countywide HR:

Date: _____

NOND - 14

Budget Modification ID:

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: 2010

Line No.	Fund Center	Fund Code	Program #	Func. Area	Internal Order	Accounting Unit		Cost Element	Current Amount	Revised Amount	Change Increase/ (Decrease)	Subtotal	Description
						Cost Center	WBS Element						
1	10-10	3503	79011	0020		709105		60000	574,375	574,375	0		Reclass Development
2	10-10	3503	79011	0020		709105		60130	180,759	180,759	0		Analyst, Sr to Human
3	10-10	3503	79011	0020		709105		60140	158,970	158,970	0		Resources Analyst, Sr Effective 5/1/10
4									0	0			
5									0	0			
6									0	0			
7									0	0			
8									0	0			
9									0	0			
10	72-10	3505		0020		705210		50316	0	0	0		No Change
11	72-10	3505		0020		705210		60330	0	0	0		No Change
12									0	0			
13									0	0			
14									0	0			
15									0	0			
16									0	0			
17									0	0			
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			
											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).

							ANNUALIZED			
Fund	Job #	HR Org	CC/WBS/IO	Position Title	Position Number	FTE	BASE PAY	FRINGE	INSUR	TOTAL
3503	6406	61307	709105	Development Analyst, Sr	700500	(1.00)	(77,570)	(24,412)	(17,124)	(119,106)
3503	9748	61307	709105	Human Resources Analyst, Sr	700500	1.00	77,570	24,412	17,124	119,106
										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.

							CURRENT YEAR			
Fund	Job #	HR Org	CC/WBS/IO	Position Title	Position Number	FTE	BASE PAY	FRINGE	INSUR	TOTAL
3503	6406	61307	709105	Development Analyst, Sr	700500	(0.17)	(12,928)	(4,069)	(2,854)	(19,851)
3503	9748	61307	709105	Human Resources Analyst, Sr	700500	0.17	12,928	4,069	2,854	19,851
										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	
FM Fund Center	FM Fund Code	Functional Area	Internal Order	Cost Center	WBS Element	Cost Element/Commitment Item	Notes	
General Fund Contingency				9500001000		60470	Reduce available General Fund Contingency	
19	1000	0020		xxx	xxx	xxxxx	Increase Expenditure	
xx-xx	xxxxx	0020						
Indirect								
Central					xxx	60350	Indirect Expenditure	
xx-xx	xxxxx							
19	1000	0020		9500001000		50310	Indirect reimbursement revenue in General Fund	
19	1000	0020		9500001000		60470	CGF Contingency expenditure	
Departmental					xxx	60355	Indirect Department Expenditure	
xxx	xxxxx				xxx	50370	Indirect Dept reimbursement revenue in General Fund	
xx-xx	1000			xxx	xxx	xxx	Off setting Dept expenditure in General Fund	
xx-xx	1000			xxx	xxx			
Telecommunications					xxx	60370	Departmental telecommunication expenditure	
xx-xx	xxxxx					50310	Budgets receipt of reimbursement	
10-10	3503	0020		709525		60200	Budgets offsetting expenditure in telecommunications fund	
10-10	3503	0020		709525				
Data Processing					xxx	60380	Departmental data processing expenditures	
xx-xx	xxxxx					50310	Budgets receipt of Data Processing reimbursement	
10-10	3503	0020		709000		60240	Budgets offsetting expenditures	
10-10	3503	0020		709000				
PC Flat Fee (Flat Fee is no longer in effect for most Departments beginning in FY 2007)					xxx	60390	Departmental PC Flat Fee expenditure	
xx-xx	xxxxx					50310	Budgets receipt of PC Flat Fee	
10-10	3503	0020		709617		60240	Budgets offsetting expenditure	
10-10	3503	0020		709617				
Electronic Service Reimbursement						60420	Departmental Electronics expenditure	
xx-xx	xxxxx					50310	Receipt of Electronics service reimbursement	
72-55	3501	0020		904200		60240	Budgets offsetting expenditure	
72-55	3501	0020		904200				
Motor Pool					xxx	60410	Departmental Motor Pool expenditure	
xx-xx	xxxxx					50310	Budgets receipt of Motor Pool service reimbursement	
72-55	3501	0020		904100		60240	Budgets offsetting expenditure	
72-55	3501	0020		904100				
Building Management					xxx	60430	Departmental Building Management expenditure	
xx-xx	xxxxx					50310	Budgets receipt of Building Management service reimbursement	
72-50	3505	0020		902575		60170	Budgets offsetting expenditure	
72-50	3505	0020		902575				
Insurance Service Reimbursement						60140 or 60145	Departmental Insurance expenditure	
xx-xx	xxxxx					50316	Insurance Revenue	
72-10	3500	0020		705210		60330	Offsetting expenditure	
72-10	3500	0020		705210				
Lease Payments to Capital Lease Retirement Fund						60450	Departmental Capital Lease Retirement expenditure	
xx-xx	xxxxx						Contact your Budget Analyst to complete this.	
Mail & Distribution					xxx	60460	Mail & Distribution expenditure	
xx-xx	xxxxx					50310	Budgets receipt of service reimbursement	
72-55	3504	0020		904400		60230	Budgets offsetting expenditure	
72-55	3504	0020		904400				
Records					xxx	60460	Records expenditure	
xx-xx	xxxxx					50310	Budgets receipt of service reimbursement	
72-55	3504	0020		904500		60240	Budgets offsetting expenditure	
72-55	3504	0020		904500				
Stores					xxx	60460	Stores expenditure	
xx-xx	xxxxx					50310	Budgets receipt of service reimbursement	
72-55	3504	0020		904600		60240	Budgets offsetting expenditure	
72-55	3504	0020		904600				

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.