



## MULTNOMAH COUNTY AGENDA PLACEMENT REQUEST BUDGET MODIFICATION

(Revised: 8/18/11)

APPROVED: MULTNOMAH COUNTY  
BOARD OF COMMISSIONERS  
AGENDA # P-7 DATE 5/31/12  
LYNDA GROW, BOARD CLERK

### Board Clerk Use Only

Meeting Date: 5/31/12  
Agenda Item #: R.7  
Est. Start Time: 10:45 am  
Date Submitted: 5/16/12

**Agenda Title:** BUDGET MODIFICATION #MCSO-08 appropriating \$56,832 from the American Recovery & Reinvestment Act: Edward Byrne Memorial Justice Assistance Grant (JAG) Program.

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

**Requested Meeting Date:** Next Available **Time Needed:** 5 Minutes  
**Department:** Sheriff's Office **Division:** Enforcement  
**Contact(s):** Wanda Yantis, Fiscal Manager  
**Phone:** 503-988-4455 **Ext.** 84455 **I/O Address:** 503/350  
**Presenter Name(s) & Title(s):** Enforcement Chief Deputy Jason Gates and Business Services Chief Deputy Drew Brosh

### General Information

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

The Sheriff's Office requests the approval of Budget Modification MCSO-08, which appropriates \$56,832 from the American Recovery & Reinvestment Act (ARRA): Edward Byrne Memorial Justice Assistance Grant (JAG) Program.

#### 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.

The Edward Byrne Memorial Justice Assistance Grant is a non-competitive federal formula stimulus grant from the United States Department of Justice (US DOJ), Office of Justice Programs (OJP). This is the balance of an ARRA Grant anticipated to run out last fiscal year. The balance of the funds left over will be used to partially restore one Corrections Deputy which is assigned to the Metro Gang Enforcement Division program. The remainder of the cost of the Corrections Deputy position has been funded by another Edward Byrne Memorial Justice Assistance Grant through the City of Portland which was approved by the County Board of Commissioners on October 13, 2011. With the combined funds of these two grants, this position is fully-funded for this fiscal year. This deputy will

organize intelligence and investigative information regarding known and suspected gang members and associates in custody and act as liaison and distribute new and updated information. Although this was an "Out of Target" Program Offer, #60046 MCSO In-Jail Gang Intelligence Officer, which was not funded in the 2012 Adopted Budget. This position was able to continue operationally due to the funding from this grant and the City of Portland JAG Grant.

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

This will increase the Sheriff's Office's Enforcement Division revenue by \$56,832 in the Federal/State Fund in Fiscal Year 2012.

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

Not applicable.

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

Not applicable.

---

**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).**

This will increase the Sheriff's Office's Enforcement Division revenue by \$56,832 in the Federal/State Fund The CFDA number for this grant is 16.804.

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

-The Sheriff's Office will increase their Federal/State Fund budget by \$56,832  
- Increase Risk Fund by \$9,987

- **What do the changes accomplish?**

This funding will allow the Sheriff's Office to continue funding the Corrections Deputy assigned to In-Jail Gang Intelligence for the remainder of this fiscal year.

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

Yes, this grant continues to fund 1.0 FTE position assigned to In-Jail Gang Intelligence.

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

All Indirect costs are considered to be a disallowable expense by this grant.

- **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 revenue is one-time-only in nature. The grants funding this position are anticipated to only cover this fiscal year and 35% of next fiscal year. During the fiscal year 2013 budget submittal process, a request for the additional General Fund back-fill needed for this position has been submitted as an "Out-of-target" program offer to the Budget Office.

- **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)?**

Fiscal Year 2012.

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

**Required Signature**

**Elected Official  
or Dept Director:** Sheriff Dan Staton /s/ **Date:** 5/16/12

**Budget Analyst:** Christian Elkin /s/ **Date:** 5/16/12

**Department HR:** n/a **Date:** \_\_\_\_\_

**Countywide HR:** n/a **Date:** \_\_\_\_\_

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.

Line No.	Fund Center	Fund Code	Program #	Func. Area	Internal Order	Accounting Unit		Cost Element	Current Amount	Revised Amount	Change Increase/ (Decrease)	Subtotal
						Cost Center	WBS Element					
1	60-50	21194	60046	50			SOENF.ARRA.JAG	50195		(56,832)	(56,832)	
2	60-50	21194	60046	50			SOENF.ARRA.JAG	60000		34,269	34,269	
3	60-50	21194	60046	50			SOENF.ARRA.JAG	60130		12,453	12,453	
4	60-50	21194	60046	50			SOENF.ARRA.JAG	60140		9,987	9,987	
5	60-50	21194	60046	50			SOENF.ARRA.JAG	60200		123	123	
6										0		
7	72-10	3500		20		705210		50316		(9,987)	(9,987)	
8	72-10	3500		20		705210		60330		9,987	9,987	
9										0		
10										0		
11										0		
12										0		
13										0		
14										0		
15										0		
16										0		
17										0		
18										0		
19										0		
20										0		
21										0		
22										0		
23										0		
24										0		
25										0		
26										0		
27										0		
28										0		
29										0		
											0	0
											0	0

**MCSO-08**

**Budget/Fiscal Year: 2012**

[illegible]



**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
21194	2029	SOENF.ARRA.JAG		Corrections Deputy	701780	1.00	72,161	27,811	21,299	121,271
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
TOTAL ANNUALIZED CHANGES						1.00	72,161	27,811	21,299	121,271

**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
21194	2029	SOENF.ARRA.JAG		Corrections Deputy	701780	0.46	34,269	12,453	9,987	56,709
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
TOTAL CURRENT FY CHANGES						0.46	34,269	12,453	9,987	56,709

FM Side			PS/CO Side			Cost Element/ Commitment Item	Notes
FM Fund Center	FM Fund Code	Functional Area	Internal Order	Cost Center	WBS Element		
<b>General Fund Contingency</b>				9500001000		60470	Reduce available General Fund Contingency
19	1000	0020		xxx	xxx	xxxxx	Increase Expenditure
<b>Indirect Central</b>							
xx-xx	xxxxxx				xxx	60350	Indirect Expenditure
19	1000	0020		9500001000		50310	Indirect reimbursement revenue in General Fund
19	1000	0020		9500001000		60470	CGF Contingency expenditure
<b>Departmental</b>							
xxx	xxxxxx			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
<b>Telecommunications</b>							
xx-xx	xxxxxx				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
<b>Data Processing</b>							
xx-xx	xxxxxx				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
<b>PC Flat Fee</b> <i>(Flat Fee is no longer in effect for most Departments beginning in FY 2007)</i>							
xx-xx	xxxxxx				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
<b>Electronic Service Reimbursement</b>							
xx-xx	xxxxxx					60420	Departmental Electronics expenditure
78-60	3501	0020		904200		50310	Receipt of Electronics service reimbursement
78-60	3501	0020		904200		60240	Budgets offsetting expenditure
<b>Motor Pool:</b> <i>Use this cost center if you are adding funds for motor pool use.</i>							
xx-xx	xxxxxx				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
<b>Fleet:</b> <i>Use this cost center if you are adding funds for dedicated program cars.</i>							
xx-xx	xxxxxx				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
<b>Building Management</b>							
xx-xx	xxxxxx				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
<b>Insurance Service Reimbursement</b>							
xx-xx	xxxxxx					60140 or 60145	Departmental Insurance expenditure
72-10	3500	0020		705210		50316	Insurance Revenue
72-10	3500	0020		705210		60330	Offsetting expenditure
<b>Lease Payments to Capital Lease Retirement Fund</b>							
xx-xx	xxxxxx					60450	Departmental Capital Lease Retirement expenditure Contact your Budget Analyst to complete this.
<b>Mail &amp; Distribution</b>							
xx-xx	xxxxxx				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
<b>Records</b>							
xx-xx	xxxxxx				xxx	60460	Records expenditure
78-20	3504	0020		904500		50310	Budgets receipt of service reimbursement
78-20	3504	0020		904500		60240	Budgets offsetting expenditure
<b>Stores</b>							
xx-xx	xxxxxx				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.*