



**MULTNOMAH COUNTY
AGENDA PLACEMENT REQUEST
BUDGET MODIFICATION**

(revised 12/31/09)

APPROVED: MULTNOMAH COUNTY
BOARD OF COMMISSIONERS
AGENDA # R-6 DATE 4-1-10
LYNDA GROW, BOARD CLERK

Board Clerk Use Only

Meeting Date:	<u>4/01/10</u>
Agenda Item #:	<u>R-6</u>
Est. Start Time:	<u>10:10 am</u>
Date Submitted:	<u>3/18/10</u>

BUDGET MODIFICATION: PROJECT REALLOCATION: FPM 10-08

Agenda Title:	BUDGET MODIFICATION - Reallocation of Facilities Capital Project Funds FPM 10-08, Animal Services Site Work CP08.10.18
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Note: For all other submissions (i.e. Notices of Intent, Ordinances, Resolutions, Orders or Proclamations) please use the APR short form.

Requested Meeting Date:	<u>April 1, 2010</u>	Amount of Time Needed:	<u>5 mins.</u>
Department:	<u>County Management</u>	Division:	<u>FPM</u>
Contact(s):	<u>John Lindenthal, Alan Proffitt, Cyrus Yamin</u>		
Phone:	<u>503-988-4213</u>	Ext.:	<u>x84213</u>
		I/O Address:	<u>274/1</u>
Presenter(s):	<u>John Lindenthal</u>		

General Information

1. What action are you requesting from the Board?

Requested action is to add \$250,000 to the FY10 Animal Services Site Work Project (CP08.10.18 from the Penumbra Kelly Data Center Fire Suppression project (CP08.41.03). This will change the total FY10 budget authorization from \$300,000 to \$550,000.

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 site work required to support the new modular dispatch office was underestimated due to complexity of site issues revealed during the design and permitting process with the City of Troutdale. The major impacts to the project are the cost of on site treatment of the storm water run off and upgrading of the access road and parking lot to handle access by fire trucks required by Troutdale. The area impacted is adjacent to wetlands thus requiring the storm water mitigation and the road and parking area needs to be built to a standard we did

not originally anticipate. The project estimate was prepared in January 2009 and did not include the road and parking lot standards required by City of Troutdale. Cost of some building materials have also increased since the estimate was prepared. The new modular office is in place and can not be occupied until the site compliance issues are resolved. Additionally we underestimated the electrical and communications requirements to fully support the dispatch function of Animal services mission.

After bidding the project once with all bids coming in over budget we added substantially to the soft costs, specifically design and project management to try to find alternatives to bring the projected costs within budget. Also the costs of the temporary relocation of the dispatch office to Yeon Annex have increased due to the delay in project completion. Those relocation costs are included within these capital project costs.

This change is within FY10 program offer #72071. Program impact is the reallocation of resources (funds) from a planned project to replace the fire suppression system in the data center at the Kelly Building to an immediate need project because of the permit issues to occupy the new modular office.

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

Fiscal year FY10: No overall fiscal impact. Transfer \$250,000 budget expenditure authority from the following project: CP08.41.03 Penumbra Kelly Data Center Fire Suppression (250,000) to CP08.10.18 Animal Services Site Work project.

The Penumbra Kelly Building Data Center Fire Suppression project has been cancelled due to the planned move of the Data Center out of the Kelly Building.

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.

None.

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).**
None.
- **What budgets are increased/decreased?**
No budget change except at project level.
- **What do the changes accomplish?**
N/A
- **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?**
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

<i>NOTE: If a Budget Modification or a Contingency Request attach a Budget Modification Expense & Revenues Worksheet and/or a Budget Modification Personnel Worksheet.</i>
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ATTACHMENT B

BUDGET MODIFICATION: PROJECT REALLOCATION - FPM 10-08

Required Signatures

**Facilities and
Property
Management
Director:**



Date: 3/17/10

**Chief Financial
Officer:**



Date: 3/18/10

Budget Director:



Date:

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	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	Off setting Dept expenditure in General Fund
Telecommunications							
	xx-xx	xxxxx				xxx	60370 Departmental telecommunication expenditure
	72-60	3503	0020		709525	50310	Budgets receipt of reimbursement
	72-60	3503	0020		709525	60200	Budgets offsetting expenditure in telecommunications fund
Data Processing							
	xx-xx	xxxxx				xxx	60380 Departmental data processing expenditures
	72-60	3503	0020		709000	50310	Budgets receipt of Data Processing reimbursement
	72-60	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
					between 709201 & 709211		
	72-60	2508	0020			50310	Budgets receipt of PC Flat Fee
					between 709201 & 709211		
	72-60	2508	0020			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							
	xx-xx	xxxxx				xxx	60410 Departmental Motor Pool expenditure
	72-55	3501	0020		904100	50310	Budgets receipt of Motor Pool 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.