



**MULTNOMAH COUNTY  
AGENDA PLACEMENT REQUEST  
BUDGET MODIFICATION**

(revised 12/31/09)

APPROVED: MULTNOMAH COUNTY  
BOARD OF COMMISSIONERS  
AGENDA # C-2 DATE 10/14/2010  
LYNDA GROW, BOARD CLERK

**Board Clerk Use Only**

<b>Meeting Date:</b>	10/14/2010
<b>Agenda Item #:</b>	C-2
<b>Est. Start Time:</b>	9:30 am

**BUDGET MODIFICATION: NOND - 06**

**Agenda Title: BUDGET MODIFICATION NOND-06, reclassifying three positions in the County Attorney's Office**

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

<b>Requested Meeting Date:</b>	<u>October 28, 2010</u>	<b>Amount of Time Needed:</b>	<u>N/A (Consent)</u>
<b>Department:</b>	<u>Nondepartmental</u>	<b>Division:</b>	<u>County Attorney's Office</u>
<b>Contact(s):</b>	<u>Jenny Morf</u>		
<b>Phone:</b>	<u>(503) 988-3138</u>	<b>Ext.:</b>	<u>83138</u>
<b>Presenter(s):</b>	<u>N/A</u>	<b>I/O Address:</b>	<u>503/5</u>

**General Information**

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

The County Attorney's Office is requesting Board approval of a budget modification authorizing the reclassification of three positions.

**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.**

Board approval is requested for the following three positions:

Position Title (Old)	Position Title (New)	Position Number	FTE
Asst. Co. Attorney 2	Asst. Co. Attorney/Sr	704020	No FTE Change
Asst. Co. Attorney 1	Asst. Co. Attorney 2	713200	No FTE Change
Asst. Co. Attorney 1	Asst. Co. Attorney 2	711584	No FTE Change

The County Attorney's Office asked the Class-Comp unit to examine the duties of these positions, as duties for each of them have grown in complexity and scope over time. The Assistant County Attorney 2 positions are responsible for a variety of professional legal services on the County's behalf, including advising County officials on questions of civil law which arise in the course of managing County government; representing the County in litigation initiated on the County's behalf and in cases where the County or its employees are named as defendants. The Assistant County

Attorney Senior position is additionally responsible for advising the Board of County Commissioners on matters of civil law.

The Central Class Compensation Unit approved the classification changes noted above. These positions are budgeted for FY 2011 in program offer 10014, County Attorney's Office.

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

The reclassification request is being accomplished within current resources for FY 2011. Ongoing expenses for these positions will be absorbed within the County Attorney's appropriation.

**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

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## ATTACHMENT A

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### Budget Modification

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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?**

Three positions are re-classed to better reflect the work being performed.

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

Reclassification of three positions.

- **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.*

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## ATTACHMENT B

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**BUDGET MODIFICATION: NOND - 06**

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### Required Signatures

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



**Date:** 10/1/2010

**Budget Analyst:**



**Date:** 9/29/10

**Julie Neburka**

**Julie Neural**

**Department HR:**

**Date:**



**Countywide HR:**

**Date:**

Budget Modification ID: **NOND - 06**

### 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	Accounting Unit			Cost Element	Current Amount	Revised Amount	Change Increase/ (Decrease)	Subtotal	Description
					Internal Order	Cost Center	WBS Element						
1	10-70	3500	10014	20		107001		60000	1,987,436	1,992,420	4,984		Increase Base
2	10-70	3500	10014	20		107001		60130	646,664	648,283	1,619		Increase Fringe
3										0	0		
4	10-70	3500	10014	20		107001		60240	45,000	38,397	(6,603)	0	Decrease Supplies
5										0			
6										0			
7										0			
8										0			
9										0			
10										0			
11										0			
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