



**MULTNOMAH COUNTY  
AGENDA PLACEMENT REQUEST  
BUDGET MODIFICATION**

(Revised: 8/18/11)

APPROVED: MULTNOMAH COUNTY  
BOARD OF COMMISSIONERS  
AGENDA # R-3 DATE 10/3/11  
MARINA BAKER, ASST BOARD CLERK

**Board Clerk Use Only**

**Meeting Date:** 10/13/11  
**Agenda Item #:** R.3  
**Est. Start Time:** 9:40 am  
**Date Submitted:** 10/5/11

**BUDGET MODIFICATION # MCSO-04 appropriating funding in the amount of  
Agenda \$84,033 from the Edward Byrne Memorial Justice Assistance Grant (JAG)  
Title: Program through the City of Portland.**

*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>Next Available</u>	<b>Time Needed:</b>	<u>5 minutes</u>
<b>Department:</b>	<u>Sheriff's Office</u>	<b>Division:</b>	<u>Corrections</u>
<b>Contact(s):</b>	<u>Wanda Yantis, Fiscal Manager</u>		
<b>Phone:</b>	<u>503-988-4455</u>	<b>Ext.:</b>	<u>84455</u>
		<b>I/O Address:</b>	<u>503/350</u>
<b>Presenter Name(s) &amp; Title(s):</b>	<u>Chief Deputy Drew Brosh, Wanda Yantis Fiscal Manager</u>		

**General Information**

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

The Sheriff's Office requests approval of Budget Modification MCSO-04, which appropriates \$84,033 from the Edward Byrne Memorial Justice Assistance Grant (JAG) Program through the City of Portland.

**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 (JAG) Program allows local governments to support activities to prevent and control crime and to improve the criminal justice system. On August 16<sup>th</sup>, 2011 the City of Portland was awarded JAG funding in the amount of \$648,238. The amount of \$84,033 was earmarked for Multnomah County Sheriff's Office. This funding will be used to restore one Corrections Deputy assigned to the Classification Unit. The 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. This position was previously funded for two years with ARRA JAG Grant funding. The ARRA JAG grant expired on June 30, 2011.

This action affects Program #60036 MCSO Classification Unit.

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

This will increase the Sheriff's Office revenue by \$84,033 in the Federal/State Fund. All overhead is covered.

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

N/A

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

This grant was awarded to the City of Portland which then passed a portion of this funding on to Multnomah County.

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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).**

This will increase the Sheriff's Office revenue by \$84,033 in the Federal/State Fund. The CFDA number is 16.738.

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

-The Sheriff's Office will increase their Fed/State budget by \$84,033  
-Increase Dept Indirect by \$4,807  
-Increase Central Indirect by \$1,947  
-Increase Insurance by \$13,573

- **What do the changes accomplish?**

This will increase the Corrections Division's revenue in the Federal/State fund by \$84,033 from the Edward Byrne Memorial Justice Assistance Grant (JAG) Program through the City of Portland.

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

This adds 1.0 Corrections Deputy FTE to the Sheriff's Office's FY 2012 budget.

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

All indirect costs are covered.

- **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 grant is one-time-only in nature. When the grant ends, we will actively seek other funding sources. If not successful, our participation will end.

- **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)?**

Although the grant period covers October 1, 2010 to September 30<sup>th</sup>, 2014, there is only enough funding for this position within this fiscal year. This grant is one-time-only in nature. When the grant ends, we will actively seek other funding sources. If not successful, our participation will end. As for reporting requirements, award recipients must submit quarterly a Federal Financial Report (SF-425) and annual performance reports.

**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**

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**Elected Official  
or Dept Director:**



Sheriff Dan Staton

**Date:**

10/5/11

**Budget Analyst:**



Christian Elkin

**Date:**

10/5/11

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	Accounting Unit			Cost Element	Current Amount	Revised Amount	Change Increase/ (Decrease)	Subtotal
					Internal Order	Cost Center	WBS Element					
1	60-30	32470	60036	50			SOENF.JAG.PDX2	50195		(84,033)	(84,033)	
2	60-30	32470	60036	50			SOENF.JAG.PDX2	60000		45,984	45,984	
3	60-30	32470	60036	50			SOENF.JAG.PDX2	60130		17,722	17,722	
4	60-30	32470	60036	50			SOENF.JAG.PDX2	60140		13,573	13,573	
5	60-30	32470	60036	50			SOENF.JAG.PDX2	60350		1,947	1,947	
6	60-30	32470	60036	50			SOENF.JAG.PDX2	60355		4,807	4,807	
7										0		
8	60-20	1000	60010	50		604020		50370		(1,988)	(4,807)	
9	60-20	1000	60010	50		604020		60240		1,988	4,807	
10										0		
11	19	1000		20		9500001000		50310		(805)	(1,947)	
12	19	1000		20		9500001000		60470		805	1,947	
13										0		
14	72-10	3500		20		705210		50316		(369)	(13,573)	
15	72-10	3500		20		705210		60330		369	13,573	
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





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>							
19	1000	0020		950001000		60470	Reduce available General Fund Contingency
xx-xx	xxxxx	0020		xxx	xxx	xxxxx	Increase Expenditure
<b>Indirect</b>							
<b>Central</b>							
xx-xx	xxxxx				xxx	60350	Indirect Expenditure
19	1000	0020		950001000		50310	Indirect reimbursement revenue in General Fund
19	1000	0020		950001000		60470	CGF Contingency expenditure
<b>Departmental</b>							
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
<b>Telecommunications</b>							
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
<b>Data Processing</b>							
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
<b>PC Flat Fee</b> <i>(Flat Fee Is no longer in effect for most Departments beginning in FY 2007)</i>							
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
<b>Electronic Service Reimbursement</b>							
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
<b>Motor Pool:</b> <i>Use this cost center if you are adding funds for motor pool use.</i>							
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
<b>Fleet:</b> <i>Use this cost center if you are adding funds for dedicated program cars.</i>							
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
<b>Building Management</b>							
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
<b>Insurance Service Reimbursement</b>							
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
<b>Lease Payments to Capital Lease Retirement Fund</b>							
xx-xx	xxxxx					60450	Departmental Capital Lease Retirement expenditure Contact your Budget Analyst to complete this.
<b>Mail &amp; Distribution</b>							
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
<b>Records</b>							
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
<b>Stores</b>							
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.*