



# MULTNOMAH COUNTY AGENDA PLACEMENT REQUEST

(Revised: 6/9/2014)

## Board Clerk Use Only

Meeting Date: 5/16/17  
Agenda Item #: BWS-12b  
Est. Start Time: 2:00 pm  
Date Submitted: 4/13/17

**Agenda Title:** **FY 2018 Budget Work Session – Department Budget Amendments and Budget Notes**

*Note: Title should not be more than 2 lines but sufficient to describe the action requested. Title on APR must match title on Ordinance, Resolution, Order or Proclamation.*

## Requested

**Meeting Date:** May 16, 2017 **Time Needed:** 2 hours (2:00-3:15 pm)

**Department:** County Management **Division:** Budget Office

**Contact(s):** Michael Jaspin, Budget Director

**Phone:** 503-988-7696 **Ext.** 87696 **I/O Address:** 503/5/531

## Presenter

**Name(s) &**

**Title(s):** Michael Jaspin, Budget Director and invited others.

## General Information

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

No action – this work session will provide the Board, acting in its capacity as the budget committee pursuant to ORS 294.423, the opportunity to discuss Board and Department budget amendments and any budget notes. Board members may propose amendments or budget notes at any time during a public work session.

### 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.

After the Chair's Proposed Budget is approved for submission to the Tax Supervising and Conservation Commission (TSCC), the Board may begin deliberations on it. Over several weeks, the Board, acting in its capacity as the budget committee, holds work sessions to hear from the departments, ask clarifying questions and deliberate on the approved budgets. There are six categories of amendments. There are Board amendments and the remaining five are dedicated to Department amendments. Departments have an opportunity to submit amendments for Board approval. The following are the Department amendment categories:

- **Program Amendments** – make a programmatic or policy-driven change in a department's budget such that funding levels are increased or decreased or staff are added or subtracted.
- **Technical Amendments** – make adjustments between object codes that do not change the bottom line in a department, a fund, or in staffing levels.



- **Staffing Amendments** – technical amendments that only affect positions and reflect no bottom line changes in a department's staffing levels.
- **Revenue Amendments** – a means of recognizing revenues that were not included in the program offers submitted in a department request.
- **Carryover Amendments** – are one-time-only re-appropriations in the new year of an expenditure authorized in the prior year. Carryover amendments are limited to the General Fund.

The Board will have two opportunities to review Board and Department amendments on May 16<sup>th</sup> and May 23<sup>th</sup>.

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

The work session provides information to assist the Board in reaching its final decisions regarding the FY 2018 budget. Adopting the budget will set the legal limits for spending during FY 2018 and is required to comply with Oregon Budget Law.

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

The Board, acting in its capacity as budget committee, approved the Chair's Executive Budget on April 20th and submitted the Approved Budget to the Tax Supervising and Conservation Commission (TSCC). After the budget has been submitted, no Fund may be increased by more than 10% in total revenue, and no property tax greater than the amounts included in the Approved Budget may be levied.

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

Three evening public hearings are scheduled on April 26<sup>th</sup>, May 3<sup>th</sup>, and May 10<sup>th</sup> to collect public input on the budget. Citizen Budget Advisory Committees have reviewed the program offers and will make presentations with recommendations to the Board of County Commissioners. Transmitting the Executive Budget to the TSCC allows the public and Board further time to review the Chair's Budget before final adoption.

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**Required Signature**

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**Elected  
Official or  
Department  
Director:**

Marissa Madrigal /s/

**Date:**

April 13, 2017