

Budget Modification ID: **HD-14-02**

## EXPENDITURES &amp; 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: 2014

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	40-00	1000	40003	0030		400020		60000	307,139	309,248	2,109		Increase Permanent
2	40-00	1000	40003	0030		400020		60130	102,726	103,425	699		Increase Salary Related Expns
3	40-00	1000	40003	0030		400020		60140	123,688	123,846	158		Increase Insurance Benefits
4	40-00	1000	40003	0030		400020		60240	11,577	8,611	(2,966)		Decrease Supplies
5										0			
6	40-80	10020	40034A	0030			4CA210-7	60000	448,274	458,630	10,356		Increase Permanent
7	40-80	10020	40034A	0030			4CA210-7	60130	149,714	153,148	3,434		Increase Salary Related Expns
8	40-80	10020	40034A	0030			4CA210-7	60140	146,489	147,265	776		Increase Insurance Benefits
9	40-80	10020	40034A	0030			4CA210-7	60170	3,583	1,583	(2,000)		Decrease Professional Services
10	40-80	10020	40034A	0030			4CA210-7	60180	14,700	2,134	(12,566)		Decrease Printing
11													
12	72-80	3500		0020		705210		50316	(63,557,774)	(63,558,708)	(934)		Insurance Revenue
13	72-80	3500		0020		705210		60330	2,124,430	2,125,364	934		Offsetting Expenditure
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	Total - Page 1
											0	0	GRAND TOTAL

**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
1000	6073	64530	47020-GF	DATA ANALYST	712399	(1.00)	(54,142)	(17,948)	(18,213)	(90,303)
1000	6500	64530	47020-GF	OPERATIONS PROCESS SPECIALIST	712399	1.00	54,142	17,948	18,213	90,303
1000	6001	64680	400020	OFFICE ASSISTANT 2	714960	(1.00)	(34,682)	(11,497)	(16,753)	(62,932)
1000	6002	64680	400020	OFFICE ASSISTANT SENIOR	714960	1.00	36,791	12,196	16,911	65,898
10020	6046	66931	4CA210-7	COMMUNITY HEALTH SPECIALIST 1	716203	(1.00)	(32,740)	(10,853)	(16,608)	(60,201)
10020	6047	66931	4CA210-7	COMMUNITY HEALTH SPECIALIST 2	716203	1.00	37,918	12,570	16,996	67,484
10020	6046	66931	4CA210-7	COMMUNITY HEALTH SPECIALIST 1	716203	(1.00)	(32,740)	(10,853)	(16,608)	(60,201)
10020	6047	66931	4CA210-7	COMMUNITY HEALTH SPECIALIST 2	716203	1.00	37,918	12,570	16,996	67,484
TOTAL ANNUALIZED CHANGES						0.00	12,465	4,133	934	17,532

**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
1000	6073	64530	47020-GF	DATA ANALYST	712399	(0.92)	(49,811)	(16,512)	(16,756)	(83,079)
1000	6500	64530	47020-GF	OPERATIONS PROCESS SPECIALIST	712399	0.92	49,811	16,512	16,756	83,079
1000	6001	64680	400020	OFFICE ASSISTANT 2	714960	(1.00)	(34,682)	(11,497)	(16,753)	(62,932)
1000	6002	64680	400020	OFFICE ASSISTANT SENIOR	714960	1.00	36,791	12,196	16,911	65,898
10020	6046	66931	4CA210-7	COMMUNITY HEALTH SPECIALIST 1	716203	(1.00)	(32,740)	(10,853)	(16,608)	(60,201)
10020	6047	66931	4CA210-7	COMMUNITY HEALTH SPECIALIST 2	716203	1.00	37,918	12,570	16,996	67,484
10020	6046	66931	4CA210-7	COMMUNITY HEALTH SPECIALIST 1	716204	(1.00)	(32,740)	(10,853)	(16,608)	(60,201)
10020	6047	66931	4CA210-7	COMMUNITY HEALTH SPECIALIST 2	716204	1.00	37,918	12,570	16,996	67,484
TOTAL CURRENT FY CHANGES						0.00	12,465	4,133	934	17,532

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		9500001000		60470	Reduce available General Fund Contingency
XX-XX	XXXXX	0020		xxx	xxx	xxxxx	Increase Expenditure
<b>Indirect Central</b>							
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
<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		709599		50310	Budgets receipt of Data Processing reimbursement
78-70	3503	0020		709599		60240	Budgets offsetting expenditures
<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: Use this cost center if you are adding funds for motor pool use.</b>							
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: Use this cost center if you are adding funds for dedicated program cars.</b>							
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
72-80	3500	0020		705210		50316	Insurance Revenue
72-80	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

### ***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		
<b><u>Special Revenue Funds</u></b>		
1501 - Road Fund	Road & 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
1508 - Animal Control Fund	Community Services	0060
1509 - Willamette River Bridges Fund	Roads & Bridges	0080
1510 - Library Fund	Library	0070
1512 - Land Corner Preservation Fund	Roads & Bridges	0080
1518 - Oregon Historical Society Special Levy	Community Services	0060
1519 - Video Lottery	Community Services	0060
<b><u>Capital Project Funds</u></b>		
2504 - Building Project Fund	Community Services	0060
2507 - Capital Improvement Fund	Community Services	0060
2508 - Asset Acquisition Fund	Community Services	0060
2509 - Asset Preservation Fund	Community Services	0060
2511 - Sellwood Bridge Replacement	Roads & Bridges	0080
<b><u>Enterprise Funds</u></b>		
3000 - Dunthorpe-Riverdale Svc Dist #14 Fund	Dunthorpe-Riverdale Svc Dist #14	0500
3001 - Mid County Svc Dist #1 Fund	Mid County Svc Dist #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-Dept (10, except 10-50)	General Government	0020
Non-Dept CCFC (10-50)	Social Services	0040
District Attorney (15)	Public Safety & Justice	0050
Countywide (18 & 19)	General Government	0020
Human Services (20, 21, 25, 26, 30 & 31)	Social Services	0040
Health (40)	Health Services	0030
Community Justice (50)	Public Safety & Justice	0050
Sheriff's Office (60)	Public Safety & 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.***