



MULTNOMAH COUNTY
AGENDA PLACEMENT REQUEST (long form)

APPROVED: MULTNOMAH COUNTY
 BOARD OF COMMISSIONERS
 AGENDA # R-9 DATE 01/07/2010
 DEBORAH L. BOGSTAD, BOARD CLERK

Board Clerk Use Only	
Meeting Date:	<u>01/07/2010</u>
Agenda Item #:	<u>R-9</u>
Est. Start Time:	<u>10:30 AM</u>
Date Submitted:	<u>12/22/09</u>

BUDGET MODIFICATION: DCM-15 (FPM 10-03)

Agenda Title:	BUDGET MODIFICATION DCM-15 (FPM 10-03) Transferring \$97,000 to the Fiscal Year 2010 Capital Repair and Maintenance Mini-Fund
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Note: If Ordinance, Resolution, Order or Proclamation, provide exact title. For all other submissions, provide a clearly written title.

Requested Meeting Date:	<u>January 7, 2009</u>	Amount of Time Needed:	<u>5 minutes</u>
Department:	<u>County Management</u>	Division:	<u>FPM</u>
Contact(s):	<u>John Lindenthal, Alan Proffitt</u>		
Phone:	<u>503-988-4213</u>	Ext.:	<u>84213</u>
Presenter(s):	<u>John Lindenthal</u>	I/O Address:	<u>274/1</u>

General Information

1. What action are you requesting from the Board?

Requested action is to transfer \$97,000 to the FY10 Capital Repair and Maintenance Mini-Fund (CP10.10.04). This will change the total FY10 budget authorization from \$175,000 to \$272,000.

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 Board included the following Budget Note in the FY05 Adopted Budget. No reallocation of funds from capital or maintenance projects shall occur without review and approval from the Chief Financial Officer. Projects that will exceed their budgeted appropriation in excess of five percent up to \$25,000 will need to be approved by the Chief Financial Officer; over \$25,000 will need to be brought back to the Board for approval. Facilities shall report to the Board on a semi-annual basis the progress of capital projects and the financial status of capital and maintenance projects." This filing is in response to that requirement and complies with the new County Administrative Procedure, Fin-15, created to implement this process.

The Capital Repair and Maintenance mini-fund is funded each year to respond to unplanned repairs

and capital maintenance in Tier 1 buildings. There has been quite a draw on the fund this budget year for various projects that include building windows, HVAC, and lighting, etc. This transfer will provide for some on-going FY10 Capital Repair and Maintenance mini-fund funding.

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

Fiscal year FY10: No overall fiscal impact. Transfer \$97,000 budget expenditure authority from the following projects: MCE Parking Lot Drainage (CP10.09.23) - \$37,000; GCC Services Building Window Replacement (CP10.09.50) - \$45,000; GCC Masonry Sealing (CP10.09.49) - \$15,000 to Capital Repair and Maintenance Mini-Fund (CP10.10.04).

The Projects listed were completed under budget with the project managers finding alternate methods to perform the project goals at significant savings.

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?**

N/A

- **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

- **How will the county indirect, central finance and human resources and departmental overhead costs be covered?**

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?**

N/A

- **If a grant, when the grant expires, what are funding plans?**

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.

ATTACHMENT B

BUDGET MODIFICATION: DCM-15 (PROJECT REALLOCATION: FPM 10-03)

Required Signatures

**Facilities and
Property
Management
Director:**



Date: 12/21/09

**Chief Financial
Officer:**



Date: 12/21/09

Budget Director:

Date:

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	Internal Order	Accounting Unit		Cost Element	Current Amount	Revised Amount	Change Increase/ (Decrease)	Subtotal	Description
						Cost Center	WBS Element						
1	72-50	2509				60530	CP10.09.23		(39,922)	(2,922)	37,000		Parking lot Drainage near entrance/Asphalt
2	72-50	2509				60530	CP10.09.50		(87,763)	(42,763)	45,000		Window Replacement B448
3	72-50	2509				60530	CP10.09.49		(47,954)	(32,954)	15,000		Masonry Sealing
4	72-50	2509				60530	CP10.10.04		(175,000)	(272,000)	(97,000)		Capital Repair
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Budget Modification ID: FPM10-03

Budget/Fiscal Year: 2010

EXPENDITURES & REVENUES

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