



# MULTNOMAH COUNTY AGENDA PLACEMENT REQUEST BUDGET MODIFICATION

(Revised: 09/23/13)

APPROVED: MULTNOMAH COUNTY  
BOARD OF COMMISSIONERS  
AGENDA # R. 3 DATE 9-25-2014  
LYNDA GROW, BOARD CLERK

## Board Clerk Use Only

Meeting Date: 9/25/14  
Agenda Item #: R.3  
Est. Start Time: 9:55 am  
Date Submitted: 9/17/14

**RETROACTIVE BUDGET MODIFICATION Nondepartmental-16: Increases the  
Agenda Appropriation for the Transient Lodging Tax Pass-Through to Reflect Higher  
Title: Revenue Collections in FY 2014**

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

Requested Meeting Date: September 25, 2014 Time Needed: 10 Minutes  
Department: Nondepartmental Division: \_\_\_\_\_  
Contact(s): Christian Elkin or Mark Campbell, Chief Financial Officer  
Phone: 503.988.3312 Ext. 87689 I/O Address: 503/531  
Presenter Name(s) & Title(s): Christian Elkin, Principal Budget Analyst

## General Information

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

Approval of retroactive Budget Modification Nondepartmental-16 to increase the FY 2014 appropriation for the Transient Lodging Tax in the Special Excise Tax Fund by \$1,000,000. This is a retroactive action that only affects FY 2014.

### 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.

Under nearly all circumstances, prior year budgets cannot be modified. The exception to the rule is if the budget is for money that is collected by one jurisdiction and passed through to another, found in statute at ORS 294.466. Overspending a budget is against the law, as is failing to pass through the entire amount collected on another agency's behalf. In FY 2014, the Special Excise Taxes exceeded budgeted revenues and appropriations by just under \$1,000,000.

The Special Excise Tax Fund (1511) accounts for a portion of the County's transient

lodging taxes collected from all hotels and motels in the County and motor vehicle rental tax collected from rental agencies. Expenditures are restricted to the Convention Center, visitor development purposes, regional arts and culture purposes, and other uses pursuant to Multnomah County Code 11.300 and 11.400. 100% of these funds are passed through to METRO.

The Transient Lodging Tax has supported the Oregon Convention Center since 1986. The tax is set at 12.5% on all hotel and motel room rentals in Multnomah County. The tax is distributed as follows:

- 5.0% - Cities retain 5% of the tax generated within their boundaries
- 1.0% - Regional tourism promotion
- 5.5% - Programs associated with the Oregon Convention Center, the Regional Arts & Culture Council (RACC) and the Visitors Development Board.
- 1.0% - State Tourism Commission<sup>1</sup>

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

There is no fiscal impact to current or future years. This action increases the FY 2014 appropriation in the Special Excise Tax Fund so that taxes collected on METRO's behalf can be passed through to the agency without overspending the appropriation.

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

This action allows the County to comply with our intergovernmental agreement and avoid violating Oregon Budget Law.

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

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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).**

The FY 2014 Transient Lodging Tax revenues are being increased by \$1,000,000 to accurately reflect tax collections that were higher than budgeted.

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

The Transient Lodging Tax pass-through appropriation is increased by \$1,000,000.

- **What do the changes accomplish?**

The changes fulfill our fiscal duty to pass along the tax proceeds to the appropriate agencies without a budget violation in our FY 2014 audit.

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

No

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

N/A

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<sup>1</sup> These funds are not passed through Multnomah County directly to the State.

- **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?**

The fund estimates were increased for the FY 2015 budget and will be monitored closely over the year.

- **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.*

**Required Signature**

**Elected Official  
or Dept Director:** Karyne Kieta, DCM Deputy Director /s/ **Date:** 09/17/2014

**Budget Analyst:** Christian Elkin **Date:** 09/17/2014

**Department HR:** n/a **Date:** \_\_\_\_\_

**Countywide HR:** n/a **Date:** \_\_\_\_\_

