



**Department of County Management**  
**MULTNOMAH COUNTY OREGON**

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Budget Office

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TO: Board of County Commissioners

FROM: Allen Vogt, Principle Budget Analyst – Department of County Management

DATE: March 11, 2014

SUBJECT: General Fund Contingency request of \$748,014 for third quarter overtime costs as specified in the FY 2014 Budget Note on Sheriff's Office Overtime (Budget Modification MSCO-04.)

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**Background**

During the FY 2014 budget process the Multnomah County Board of Commissioners adopted a budget note concerning Sherriff's Office overtime funding.

The budget noted states, "The Multnomah County Board of Commissioners and the Sheriff remain concerned that the Multnomah County Sheriff's Office (MCSO) actual overtime costs exceed budgeted amounts, which has been an historical issue for MCSO. The Board has provided additional funding in FY 2012 and FY 2013 to help the MCSO address the issue through increased hiring and training to fill vacant correction posts and with the intent to reduce overtime costs. Overtime costs have not decreased.

The Board has provided the first quarter of the MCSO's requested General Fund overtime budget to the MCSO adopted budget. The remaining amount of \$2,244,042 will be placed in the General Fund contingency. The budget authority to spend the contingency funds will be approved by the Board quarterly. Typically, this will be the 2nd or 3rd Board meeting of the first month of the quarter (e.g., in October, January, and April). The quarterly amount will be \$748,014."

On October 23, 2013, the MCSO requested and the Board of County Commissioners approved the second quarterly overtime appropriation, also in the amount of \$748,014, leaving a contingency balance of \$1,496,028.

This Budget Modification requests a third quarterly appropriation of MSCO overtime, also in the amount of \$748,014. If this Budget Modification is approved and the associated funds appropriated, a contingency balance of \$748,014 will remain. A final fourth quarterly appropriation request of \$748,014 is expected to come before the Board in April 2014.

## **General Fund Contingency Policy Compliance**

The Budget Office is required to inform the Board if contingency requests submitted for approval satisfy the guidelines for using the General Fund Contingency.

In particular,

- Criteria 1 states contingency requests should be for one-time-only purposes.

**The costs are one-time-only in nature.**

- Criteria 2 addresses emergencies and unanticipated situations.

**The costs were anticipated and included in the Sherriff's Office Submitted FY 2014 Budget but held back on contingency per a Budget Note in the FY 2014 Adopted Budget.**

- Criteria 3 addresses items identified in Board Budget Notes.

**This item was identified in a Budget Note in the FY 2014 Adopted Budget.**