



**MULTNOMAH COUNTY
AGENDA PLACEMENT REQUEST
BUDGET MODIFICATION**

(revised 12/31/09)

APPROVED: MULTNOMAH COUNTY
BOARD OF COMMISSIONERS
AGENDA # R-2 DATE 4-15-2010
LYNDA GROW, BOARD CLERK

Board Clerk Use Only	
Meeting Date:	<u>4/15/2010</u>
Agenda Item #:	<u>R-2</u>
Est. Start Time:	<u>9:45 am</u>
Date Submitted:	<u>3/31/2010</u>

BUDGET MODIFICATION: DCJ - 18

<p>Agenda Title: BUDGET MODIFICATION DCJ-18 Appropriates \$50,000 to the Fed/State Fund through an Intergovernmental Agreement with Portland Public Schools.</p>
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Note: For all other submissions (i.e. Notices of Intent, Ordinances, Resolutions, Orders or Proclamations) please use the APR short form.

Requested Meeting Date:	<u>April 15, 2010</u>	Amount of Time Needed:	<u>2 minutes</u>
Department:	<u>Dept. of Community Justice</u>	Division:	<u>Juvenile Services</u>
Contact(s):	<u>Shaun Coldwell</u>		
Phone:	<u>503-988-3961</u>	Ext.:	<u>83961</u>
Presenter(s):	<u>Shaun Coldwell</u>	I/O Address:	<u>503 / 250</u>

General Information

1. What action are you requesting from the Board?

The Department of Community Justice (DCJ) requests approval of budget modification DCJ-18. This budget modification will appropriate \$50,000 from Portland Public Schools (PPS) to the fiscal year 2010 budget via an Intergovernmental Agreement (IGA).

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.

This IGA partially funds two Juvenile Court Counselor (JCC) positions located in DCJ's Youth Development Services program. These JCC's work with PPS in their Delayed Expulsion School Counseling Center Program (DESCC) and Major Suspension Program in an effort to keep and re-enroll youth in school.

In the original IGA, DCJ & PPS equally shared in the cost of these two JCC positions; county general fund paid 50% and PPS paid 50% of the personnel costs. Due to the weakening economy

and budget reductions DCJ could no longer fund 50% of these two positions. PPS recognized the value these positions bring to their programs and offered to cover 75% of the personnel costs if DCJ would cover the remaining 25%. This amendment to the IGA is in place until the economic situation rebounds in Multnomah County at which time we will go back to our original agreement of DCJ & PPS equally sharing in the costs of these two positions.

This funding is applied to FY-2010 program offer 50016 – Juvenile Accountability Program.

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

This budget modification will increase DCJ's FY-2010 budget by \$50,000. This increase is also included in the FY-2011 DCJ budget submittal and is expected to continue until the economy rebounds.

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

n/a

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

n/a

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? If the revenue is from a federal source, please list the Catalog of Federal Assistance Number (CFDA).**

DCJ's FY-2010 budget will be increased by \$50,000 per an IGA with Portland Public Schools (PPS).

This funding was not available at the time the Fiscal Year 2010 budget was submitted, and therefore this funding was not included in the Adopted budget.

This is not a grant so a Notice of Intent (NOI) to apply for these funds was not submitted for Board approval.

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

DCJ's Juvenile Services Division budget will be increased by \$50,000 in funding from PPS and reduced \$(5,361) in county general fund for a net increase of \$44,639.

DCJ's Business Services Division budget will be increased by \$8,389 in county general fund.

- **What do the changes accomplish?**

Appropriation of an amendment to the IGA with PPS in the amount of \$50,000.

- **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.**

Yes, this IGA will fully pay for Central and Departmental Indirect

- **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?**

By mutual agreement between DCJ & PPS the annual increase in funding is available until the economy rebounds at which time we will go back to the original agreement in which both entities share equally in the costs for these two JCC positions.

- **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)?**

This IGA covers the period of July 1, 2009 through June 30, 2010 and is expected to continue through FY-2011. If the IGA ends and DCJ could not find another funding source then the services provided would also end. There is no match requirement or reporting requirements associated with this funding.

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: DCJ - 18

Required Signatures

**Elected Official or
Department/
Agency Director:**



Date: 3/31/2010



4/1/2010

Budget Analyst:

Christian Elkin

Date:



4/1/2010

Department HR:

Candace Busby

Date:

Countywide HR:

Date:

Budget Modification ID: **DCJ-18**

Budget/Fiscal Year: 2010

EXPENDITURES & REVENUES

Please show an increase in revenue as a positive value and a decrease as a negative 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	50-50	32051	50016	50			CJ006.SUSPENSION.PPS	50200	(50,000)	(75,000)	(25,000)		IG-OP-Other
2	50-50	32051	50016	50			CJ006.SUSPENSION.PPS	60000	27,970	42,649	14,679		Salary
3	50-50	32051	50016	50			CJ006.SUSPENSION.PPS	60120	2,145	2,145			Premium
4	50-50	32051	50016	50			CJ006.SUSPENSION.PPS	60130	8,092	12,349	4,257		Fringe
5	50-50	32051	50016	50			CJ006.SUSPENSION.PPS	60140	7,522	11,450	3,928		Insurance
6	50-50	32051	50016	50			CJ006.SUSPENSION.PPS	60350	1,244	1,866	622		Central Indirect - 2.72%
7	50-50	32051	50016	50			CJ006.SUSPENSION.PPS	60355	3,027	4,541	1,514		Dept Indirect - 6.62%
8									0	0		0	Increase PPS revenue
9									0	0			
10	50-50	32147	50016	50			CJ006.DESCC.PPS	50200	(50,000)	(75,000)	(25,000)		IG-OP-Other
11	50-50	32147	50016	50			CJ006.DESCC.PPS	60000	27,970	42,649	14,679		Salary
12	50-50	32147	50016	50			CJ006.DESCC.PPS	60120	2,145	2,145			Premium
13	50-50	32147	50016	50			CJ006.DESCC.PPS	60130	8,092	12,349	4,257		Fringe
14	50-50	32147	50016	50			CJ006.DESCC.PPS	60140	7,522	11,450	3,928		Insurance
15	50-50	32147	50016	50			CJ006.DESCC.PPS	60350	1,244	1,866	622		Central Indirect - 2.72%
16	50-50	32147	50016	50			CJ006.DESCC.PPS	60355	3,027	4,541	1,514		Dept Indirect - 6.62%
17									0	0		0	Increase PPS revenue
18									0	0			
19	50-50	1000	50016	50			506900	60000	499,814	470,456	(29,358)		Salary
20	50-50	1000	50016	50			506900	60130	144,946	136,432	(8,514)		Fringe
21	50-50	1000	50016	50			506900	60145	144,224	136,370	(7,854)		Insurance
22												(45,726)	Reduce YDS CGF
23									0	0			
24	50-50	1000	50009	50			509042	60240	17,408	57,773	40,365		Supplies
25									0	0		40,365	Increase FCS CGF
26									0	0			
27	50-00	1000	50001	50			509600	50370	(1,706,111)	(1,709,139)	(3,028)		Dept Indirect Revenue
28	50-00	1000	50001	50			509600	60240	23,741	32,130	8,389		Supplies
29									0	0		5,361	Increase Business Svcs
												0	Total - Page 1
												0	GRAND TOTAL

Budget Modification ID: **DCJ-18**

Budget/Fiscal Year: 2010

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						
30	19	1000		20		9500001000		50310		(1,244)	(1,244)		Internal Svc Reimbursement
31	19	1000		20		9500001000		60470		1,244	1,244		Contingency
32										0			
33	72-10	3500		20		705210		50316		(7,856)	(7,856)		Insurance Revenue
34	72-10	3500		20		705210		60330		7,856	7,856		Claims Paid
35										0			
36										0			
37										0			
38										0			
39										0			
40										0			
41										0			
42										0			
43										0			
44										0			
45										0			
46										0			
47										0			
48										0			
49										0			
50										0			
51										0			
52										0			
53										0			
54										0			
55										0			
56										0			
57										0			
58										0			
											0	0	Total - Page 2
											0	0	GRAND TOTAL

FM Side			PS/CO Side			Cost Element/ Commitment Item	Notes
FM Fund Center	FM Fund Code	Functional Area	Internal Order	Cost Center	WBS Element		
General Fund Contingency							
19	1000	0020		9500001000		60470	Reduce available General Fund Contingency
xx-xx	xxxxx	0020		xxx	xxx	xxxxx	Increase Expenditure
Indirect							
Central							
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
Departmental							
xxx	xxxxx				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
Telecommunications							
xx-xx	xxxxx				xxx	60370	Departmental telecommunication expenditure
72-60	3503	0020		709525		50310	Budgets receipt of reimbursement
72-60	3503	0020		709525		60200	Budgets offsetting expenditure in telecommunications fund
Data Processing							
xx-xx	xxxxx				xxx	60380	Departmental data processing expenditures
72-60	3503	0020		709000		50310	Budgets receipt of Data Processing reimbursement
72-60	3503	0020		709000		60240	Budgets offsetting expenditures
PC Flat Fee (Flat Fee is no longer in effect for most Departments beginning in FY 2007)							
xx-xx	xxxxx				xxx	60390	Departmental PC Flat Fee expenditure
				between 709201 & 709211			
72-60	2508	0020		between 709201 & 709211		50310	Budgets receipt of PC Flat Fee
72-60	2508	0020		709211		60240	Budgets offsetting expenditure
Electronic Service Reimbursement							
xx-xx	xxxxx					60420	Departmental Electronics expenditure
72-55	3501	0020		904200		50310	Receipt of Electronics service reimbursement
72-55	3501	0020		904200		60240	Budgets offsetting expenditure
Motor Pool							
xx-xx	xxxxx				xxx	60410	Departmental Motor Pool expenditure
72-55	3501	0020		904100		50310	Budgets receipt of Motor Pool service reimbursement
72-55	3501	0020		904100		60240	Budgets offsetting expenditure
Building Management							
xx-xx	xxxxx				xxx	60430	Departmental Building Management expenditure
72-50	3505	0020		902575		50310	Budgets receipt of Building Management service reimbursement
72-50	3505	0020		902575		60170	Budgets offsetting expenditure
Insurance Service Reimbursement							
xx-xx	xxxxx					60140 or 60145	Departmental Insurance expenditure
72-10	3500	0020		705210		50316	Insurance Revenue
72-10	3500	0020		705210		60330	Offsetting expenditure
Lease Payments to Capital Lease Retirement Fund							
xx-xx	xxxxx					60450	Departmental Capital Lease Retirement expenditure Contact your Budget Analyst to complete this.
Mail & Distribution							
xx-xx	xxxxx				xxx	60460	Mail & Distribution expenditure
72-55	3504	0020		904400		50310	Budgets receipt of service reimbursement
72-55	3504	0020		904400		60230	Budgets offsetting expenditure
Records							
xx-xx	xxxxx				xxx	60460	Records expenditure
72-55	3504	0020		904500		50310	Budgets receipt of service reimbursement
72-55	3504	0020		904500		60240	Budgets offsetting expenditure
Stores							
xx-xx	xxxxx				xxx	60460	Stores expenditure
72-55	3504	0020		904600		50310	Budgets receipt of service reimbursement
72-55	3504	0020		904600		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		
1501 – Road Fund	Roads and Bridges	80
1502 – Emergency Communications Fund	Community Services	60
1503 – Bike Path Fund	Community Services	60
1504 – Recreation Fund	Community Services	60
1506 – County School Fund	Community Services	60
1509 – Willamette River Bridges Fund	Roads and Bridges	80
1510 – Library Fund	Library	70
1512 – Land Corner Preservation Fund	Roads and Bridges	80
2500 – Justice Bond Project Fund	Public Safety and Justice	50
2501 – Revenue Bond Project Fund	Community Services	60
2502 – SB 1145 Fund	Public Safety and Justice	50
2504 – Building Project Fund	Community Services	60
2505 – Deferred Maintenance Fund	Community Services	60
2506 – Library Construction / 1996 Bonds Fund	Library	70
2507 – Capital Improvement Fund	Community Services	60
2509 – Asset Preservation Fund	Community Services	60
2510 – Library Property Fund	Library	70
3000 – Dunthorpe-Riverdale Service Dist #14 Fund	Dunthorpe-Riverdale Service Dist #14	500
3001 – Mid County Service District #1 Fund	Mid County Service District #1	510
3002 – Behavioral Health Managed Care Fund	Behavioral Health Managed Care	520

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-Departmental (10, except 10-50)	General Government	20
Non-Departmental – CCFC (10-50)	Social Services	40
District Attorney (15)	Public Safety and Justice	50
Countywide (18 & 19)	General Government	20
Human Services (20, 25, 26, 30 & 31)	Social Services	40
School and Community Partnerships (21)	Social Services	40
Health (40)	Health Services	30
Community Justice (50)	Public Safety and Justice	50
Sheriff's Office (60)	Public Safety and Justice	50
County Management (72)	General Government	20
Community Services (91)	General Government	20
Library (80)	Library	70

If you have any questions or comments, please contact Susan Luce in General Ledger at ext. 22138.