



CHRISTA BOSSERMAN WOLFE, CPA  
INTERIM DIRECTOR

**DEPARTMENT OF FINANCE**

PUBLIC SERVICES BUILDING  
2051 KAEN ROAD | OREGON CITY, OR 97045

December 6, 2018

Board of County Commissioners  
Clackamas County

Members of the Board:

Approval of a Resolution for a Clackamas County Supplemental Budget  
(Less Than Ten Percent) for Fiscal Year 2018-2019

Purpose/Outcome	Supplemental Budget changes for Clackamas County FY 2018-2019
Dollar Amount and fiscal Impact	The effect has an increase in appropriation of \$12,602,136
Funding Source	Prior Year Revenue, Fund Balance, License Permits, Federal and State Operating, Local and Other Government Agencies, Charge for Services, Miscellaneous Revenue and Interfund Transfer.
Safety Impact	N/A
Duration	July 1, 2018-June 30, 2019
Previous Board Action/Review	Budget Adopted June 28, 2018 and amended October 11, 2018
Strategic Plan Alignment	Build public trust through good government
Contact Person	Christa Bosserman Wolfe, 503-742-5407

**BACKGROUND:**

Each fiscal year it is necessary to allocate additional sources of revenue and appropriate additional expenditures to more accurately meet the changing requirements of the operating departments. The attached resolution reflects such changes requested by departments in keeping with a legally accurate budget. These changes are in compliance with O.R.S. 294.480 which allows for governing body approval of supplemental budget changes of less than ten percent of qualifying expenditures in the fund(s) being adjusted.

The General Fund – Non Departmental is recognizing fund balance and an interfund transfer from the Justice Court Fund and adjusting the budget to account for restricted marijuana revenue, purchase of the Veterans Village buildings and increasing contingency. This fund is also budgeting an interfund transfer to the Sheriff's fund.

The General Fund – Public Government and Affairs program is recognizing fund balance and budgeting costs associated with this program.

The Business and Economic Development Fund is recognizing additional fund balance and increasing contingency.

The Disaster Management Fund is recognizing fund balance and budgeting for program expense and increasing contingency.

The Law Library Fund is recognizing additional fund balance and increasing contingency accordingly.

The Library Services Fund is recognizing additional fund balance and budgeting for computer and software expenses, vehicle purchase and costs associated with the design of the new Oak Lodge and Gladstone library facilities and an increase to reserves.

The County Parks is recognizing additional fund balance and appropriating it in reserve and contingency.

The Planning Fund is recognizing additional fund balance and budgeting for an increase of .5 FTE and increase in contingency.

The Sheriff Fund is recognizing lower than anticipated fund balance and charge for services revenue and budgeting for an interfund transfer to the Fleet Services Fund and adjusting its budget accordingly.

The Code Enforcement, Resource Conservation and solid Waste & Onsite Wastewater Program Fund is recognizing additional fund balance and budgeting for consultant fees for the Disaster Debris Management Plan and increasing reserves.

The Community Corrections Fund is recognizing additional fund balance and budgeting for costs associated with the Justice Reinvestment Program and the Transition Center.

The District Attorney Fund is recognizing prior year revenue and reducing other revenue sources to better align with actuals and budgeting for computer expenses and professional services.

The Public Land Corner Fund is recognizing fund balance and increasing reserves.

The Health, Housing and Human Services Administration Fund is recognizing additional fund balance and budgeting personnel reclassification costs and miscellaneous program costs.

The Behavioral Health Fund is reducing their budget to transfer a vacant position to the Health Centers Fund.

The Clackamas Health Centers Fund is recognizing fund balance, charge for services revenue and state operating grant revenue and budgeting to add a full-time Clinic Manager, Dentist, Mental Health Specialist and a Policy Performance Research Analyst and an increase to contingency.

The Social Services Fund is better aligning anticipated revenues and previously estimated beginning fund balance and budgeting for program expenses and an increase to contingency.

The Community Development Fund is recognizing additional fund balance and budgeting for contracted services associated with this fund.

The Children, Youth and Families Fund is recognizing additional fund balance and the final interfund transfer from Community Solutions Fund and budgeting for program expenses and special payments to sub-recipients.

The Dog Services Fund is recognizing additional fund balance and budgeting for a new vehicle purchase and increasing reserve.

The Employers Contribution Fund is recognizing additional fund balance and increasing contingency.

The Public Health Fund is better aligning actual revenue between fund balance and prior year and other revenue sources and budgeting for program expenses and an increase to contingency.

The Tourism Fund is recognizing additional fund balance and an interfund transfer from the Transient Room Tax Fund and budgeting program costs and special payments to other agencies.

The Juvenile Fund is recognizing additional fund balance and reducing federal and state operating grant revenues and adjusting program expense accordingly.

The Capital Projects Reserve Fund is recognizing lower than anticipated fund balance and adjusting contingency accordingly.

The Stone Creek Golf Course Fund is recognizing additional fund balance and budgeting for the completion of a building improvement project from last fiscal year.

The Central Dispatch Fund is recognizing additional fund balance and increasing contingency.

The Risk Management Fund is recognizing additional fund balance and budgeting for software maintenance and increasing contingency and reserve.

The effect of this Resolution is an increase in appropriations of \$12,602,136 including revenues as detailed below:

Prior Year Revenue	\$ 781,998.
Fund Balance	7,188,523.
Licenses & Permits	(90,124.)
Federal Operating Grants	(576,031.)
State Operating Grants	2,977,831.
Local Government and Other Agencies	68,045.
Charge for Services	(381,993.)
Miscellaneous Revenue	50.
Interfund Transfer	<u>2,633,837.</u>
Total Recommended	<u>\$ 12,602,136.</u>

**RECOMMENDATION:**

Staff respectfully recommends adoption of the attached Resolution Order and Exhibit A in keeping with a legally accurate budget.

Sincerely,

Christa Bosserman Wolfe, CPA  
Interim Director

**BEFORE THE BOARD OF COUNTY COMMISSIONERS  
OF CLACKAMAS COUNTY, STATE OF OREGON**

In the Matter of Providing  
Authorization Regarding Adoption of a  
Supplemental Budget for items Less  
Than 10 Percent of the Total  
Qualifying Expenditures and Making  
to Appropriations for Fiscal 2018-19



Resolution Order No. \_\_\_\_\_

*Page 1 of 2*

WHEREAS, during the fiscal year changes in appropriated expenditures may become necessary and appropriations may need to be increased, decreased or transferred from one appropriation category to another;

WHEREAS, a supplemental budget for the period of July 1, 2018 through June 30, 2019 inclusive, has been prepared, published and submitted to the taxpayers as provided by statute;

WHEREAS; the funds being adjusted are:

- . General Fund – Non Departmental
- . General Fund – Public Government and Affairs
- . Business and Economic Development Fund
- . Disaster Management Fund
- . Law Library Fund
- . Library Services Fund
- . County Parks Fund
- . Planning Fund
- . Sheriff Fund
- . Code Enforcement, Resource Conservation and Solid Waste & Wasterwater Program Fund
- . District Attorney Fund
- . Public Land Corner Fund
- . Health, Housing and Human Services Administration Fund
- . Behavioral Health Fund
- . Clackamas Health Centers Fund
- . Social Services Fund
- . Community Development Fund
- . Children, Youth and Families Fund
- . Dog Services Fund
- . Employers Contribution Fund
- . Public Health Fund
- . Tourism Fund
- . Juvenile Fund
- . Capital Projects Reserve Fund
- . Stone Creek Golf Course Fund
- . Central Dispatch Fund
- . Risk Management Fund;

**BEFORE THE BOARD OF COUNTY COMMISSIONERS  
OF CLACKAMAS COUNTY, STATE OF OREGON**

In the Matter of Providing  
Authorization Regarding Adoption of a  
Supplemental Budget for items Less  
Than 10 Percent of the Total  
Qualifying Expenditures and Making  
to Appropriations for Fiscal 2018-19



Resolution Order No. \_\_\_\_\_

*Page 2 of 2*

It further appearing that it is in the best interest of the County to approve this less than 10 percent appropriations for the period of July 1, 2018 through June 30, 2019.

**BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS THAT:**

Pursuant to its authority under OR 294.471, the supplemental budget be adopted and appropriations established as shown in the attached Exhibit A which by this reference is made a part of this Resolution.

**DATED** this 6<sup>th</sup> day of December, 2018

**BOARD OF COUNTY COMMISSIONERS**

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Recording Secretary

**SUMMARY OF SUPPLEMENTAL BUDGET**  
**Exhibit A**  
**CHANGES OF LESS THAN 10% OF BUDGET**  
**December 6, 2018**

Recommended items by revenue source:

Prior Year Revenue	\$ 781,998
Fund Balance	7,188,523
Licenses and Permits	(90,124)
Federal Operating Grants	(576,031)
State Operating Grants	2,977,831
Local Government and Other Agencies	68,045
Charge for Services	(381,993)
Miscellaneous Revenue	50
Interfund Transfers	2,633,837
Total Recommended	<u>\$ 12,602,136</u>

**GENERAL FUND- NOT ALLOCATED TO ORGANIZATIONAL UNIT AND PUBLIC GOVERNMENT AND AFFAIRS**

Revenues:	
Fund Balance	\$ 4,100,425
Interfund Transfer	1,375,508
Total Revenue	<u>\$ 5,475,933</u>

Expenses:	
Public Government and Affairs	\$ 231,840
Not Allocated to Organizational Unit	
Materials and Services	2,973,030
Interfund Transfer	1,041,140
Capital Outlay	282,505
Contingency	947,418
Total Expenditures	<u>\$ 5,475,933</u>

General Fund – Non Departmental is recognizing fund balance and an interfund transfer from the Justice Court Fund and adjusting the budget to account for restricted marijuana revenue, purchase of the Veterans Village buildings and increasing contingency. This fund is also budgeting an interfund transfer to the Sheriff's fund.

General Fund – Public Government and Affairs program is recognizing fund balance and budgeting costs associated with this program.

**BUSINESS AND ECONOMIC DEVELOPMENT FUND**

Revenues:	
Fund Balance	\$ 410,228
Total Revenue	<u>\$ 410,228</u>

Expenses:	
Not Allocated to Organizational Unit	
Contingency	\$ 410,228
Total Expenditures	<u>\$ 410,228</u>

Business and Economic Development Fund is recognizing additional fund balance and increasing contingency.

**SUMMARY OF SUPPLEMENTAL BUDGET**  
**Exhibit A**  
**CHANGES OF LESS THAN 10% OF BUDGET**  
**December 6, 2018**

**DISASTER MANAGEMENT FUND**

Revenues:	
Fund Balance	\$ 346,121
Total Revenue	<u>\$ 346,121</u>
Expenses:	
Public Protection	\$ 173,000
Not Allocated to Organizational Unit	
Contingency	173,121
Total Expenditures	<u>\$ 346,121</u>

Disaster Management Fund is recognizing fund balance and budgeting for program expense and increasing contingency

**LAW LIBRARY**

Revenues:	
Fund Balance	\$ 19,208
Total Revenue	<u>\$ 19,208</u>
Expenses:	
Not Allocated to Organizational Unit	
Contingency	19,208
Total Expenditures	<u>\$ 19,208</u>

Law Library Fund is recognizing additional fund balance and increasing contingency accordingly.

**LIBRARY SERVICES FUND**

Revenues:	
Fund Balance	\$ 388,210
Total Revenue	<u>\$ 388,210</u>
Expenses:	
Culture, Education and Recreation	\$ 313,210
Not Allocated to Organizational Unit	
Reserve	75,000
Total Expenditures	<u>\$ 388,210</u>

Library Services Fund is recognizing additional fund balance and budgeting for computer and software expenses, vehicle purchase and costs associated with the design of the new Oak Lodge and Gladstone library facilities and an increase to reserves.



**SUMMARY OF SUPPLEMENTAL BUDGET**  
**Exhibit A**  
**CHANGES OF LESS THAN 10% OF BUDGET**  
**December 6, 2018**

**COUNTY PARKS**

Revenues:	
Fund Balance	\$ 279,664
Total Revenue	<u>\$ 279,664</u>
Expenses:	
Culture, Education and Recreation	\$ 179,664
Not Allocated to Organizational Unit	
Contingency	100,000
Total Expenditures	<u>\$ 279,664</u>

County Parks is recognizing additional fund balance and appropriating it in reserve and contingency.

**PLANNING FUND**

Revenues:	
Fund Balance	\$ 262,119
Total Revenue	<u>\$ 262,119</u>
Expenses:	
Economic Development	\$ 59,210
Not Allocated to Organizational Unit	
Contingency	202,909
Total Expenditures	<u>\$ 262,119</u>

Planning Fund is recognizing additional fund balance and budgeting for an increase of .5 FTE and increase in contingency.

**SHERIFF FUND**

Revenues:	
Fund Balance	\$ (1,051,041)
Charge For Services	(825,000)
Miscellaneous Revenue	50
Interfund Transfer	1,041,140
Total Revenue	<u>\$ (834,851)</u>
Expenses:	
Public Protection	\$ (1,034,851)
Not Allocated to Organizational Unit	
Interfund Transfer	200,000
Total Expenditures	<u>\$ (834,851)</u>

Sheriff Fund is recognizing lower than anticipated fund balance and charge for services revenue and budgeting for an interfund transfer to the Fleet Services Fund and adjusting its budget accordingly.

**SUMMARY OF SUPPLEMENTAL BUDGET**  
**Exhibit A**  
**CHANGES OF LESS THAN 10% OF BUDGET**  
**December 6, 2018**

**CODE ENFORCEMENT, RESOURCE CONSERVATION AND SOLID WASTE & ONSITE  
WASTEWATER PROGRAM FUND**

Revenues:	
Fund Balance	\$ 373,461
Total Revenue	<u>\$ 373,461</u>
Expenses:	
General Government	\$ 27,900
Not Allocated to Organizational Unit	
Reserve	403,984
Contingency	(58,423)
Total Expenditures	<u>\$ 373,461</u>

Code Enforcement, Resource Conservation and solid Waste & Onsite Wastewater Program Fund is recognizing additional fund balance and budgeting for consultant fees for the Disaster Debris Management Plan and increasing reserves.

**COMMUNITY CORRECTIONS FUND**

Revenues:	
Fund Balance	\$ 947,890
Total Revenue	<u>\$ 947,890</u>
Expenses:	
Public Protection	\$ 947,890
Total Expenditures	<u>\$ 947,890</u>

Community Corrections Fund is recognizing additional fund balance and budgeting for costs associated with the Justice Reinvestment Program and the Transition Center.

**DISTRICT ATTORNEY FUND**

Revenues:	
Prior Year Revenue	\$ 343,018
Fund Balance	(115,026)
Federal Operating Grants	(26,039)
State Operating Grants	(628)
Total Revenue	<u>\$ 201,325</u>
Expenses:	
Public Protection	\$ 201,325
Total Expenditures	<u>\$ 201,325</u>

District Attorney Fund is recognizing prior year revenue and reducing fund balance and state and federal grant revenues and budgeting for computer expenses and professional services.

**SUMMARY OF SUPPLEMENTAL BUDGET**  
**Exhibit A**  
**CHANGES OF LESS THAN 10% OF BUDGET**  
**December 6, 2018**

**PUBLIC LAND CORNER PRESERVATION FUND**

Revenues:	
Fund Balance	\$ 2,307
Total Revenue	<u>\$ 2,307</u>
Expenses:	
Public Ways and Facilities	\$ 2,307
Total Expenditures	<u>\$ 2,307</u>

Public Land Corner Fund is recognizing fund balance and increasing reserves.

**HEALTH, HOUSING AND HUMAN SERVICES ADMINISTRATION FUND**

Revenues:	
Fund Balance	\$ 255,214
Total Revenue	<u>\$ 255,214</u>
Expenses:	
Health and Human Services	\$ 255,214
Total Expenditures	<u>\$ 255,214</u>

Health, Housing and Human Services Administration Fund is recognizing additional fund balance and budgeting personnel reclassification costs and miscellaneous program costs.

**BEHAVIORAL HEALTH FUND**

Revenues:	
State Operating Grants	\$ (144,906)
Total Revenue	<u>\$ (144,906)</u>
Expenses:	
Health and Human Services	\$ (144,906)
Total Expenditures	<u>\$ (144,906)</u>

Behavioral Health Fund is reducing their budget to transfer a vacant position to the Health Centers Fund.

**SOCIAL SERVICES FUND**

Revenues:	
Fund Balance	\$ (1,684,828)
State Operating Grants	2,750,232
Local Government and Other Agencies	68,045
Total Revenue	<u>\$ 1,133,449</u>
Expenses:	
Health and Human Services	\$ 261,514
Not Allocated to Organizational Unit	
Contingency	871,935
Total Expenditures	<u>\$ 1,133,449</u>

Social Services Fund is better aligning anticipated revenues and previously estimated beginning fund balance and budgeting for program expenses and an increase to contingency.

**SUMMARY OF SUPPLEMENTAL BUDGET**  
**Exhibit A**  
**CHANGES OF LESS THAN 10% OF BUDGET**  
**December 6, 2018**

**COMMUNITY DEVELOPMENT FUND**

Revenues:	
Fund Balance	\$ 486,456
Total Revenue	<u>\$ 486,456</u>
Expenses:	
Economic Development	\$ 486,456
Total Expenditures	<u>\$ 486,456</u>

Community Development Fund is recognizing additional fund balance and budgeting for contracted services associated with this fund.

**CHILDREN, YOUTH AND FAMILIES FUND**

Revenues:	
Fund Balance	\$ 602,973
Interfund Transfer	31,155
Total Revenue	<u>\$ 634,128</u>
Expenses:	
Health and Human Services	\$ 445,134
Not Allocated to Organizational Unit	
Special Payments	188,994
Total Expenditures	<u>\$ 634,128</u>

Children, Youth and Families Fund is recognizing additional fund balance and the final interfund transfer from Community Solutions Fund and budgeting for program expenses and special payments to sub-recipients.

**DOG SERVICES FUND**

Revenues:	
Fund Balance	\$ 104,672
Total Revenue	<u>\$ 104,672</u>
Expenses:	
Health and Human Services	\$ 30,000
Not Allocated to Organizational Unit	
Reserve	74,672
Total Expenditures	<u>\$ 104,672</u>

Dog Services Fund is recognizing additional fund balance and budgeting for a new vehicle purchase and increasing reserve.

**EMPLOYER CONTRIBUTION RESERVE FUND**

Revenues:	
Fund Balance	\$ 1,764
Total Revenue	<u>\$ 1,764</u>
Expenses:	
Not Allocated to Organizational Unit	
Contingency	1,764
Total Expenditures	<u>\$ 1,764</u>

Employers Contribution Fund is recognizing additional fund balance and increasing contingency.

**SUMMARY OF SUPPLEMENTAL BUDGET**  
**Exhibit A**  
**CHANGES OF LESS THAN 10% OF BUDGET**  
**December 6, 2018**

**PUBLIC HEALTH FUND**

Revenues:	
Prior Year Revenue	\$ 438,980
Fund Balance	(575,844)
Licenses and Permits	(90,124)
Federal Operating Grant	(108,055)
State Operating Grant	332,142
Charge for Services	14,152
Total Revenue	<u>\$ 11,251</u>
Expenses:	
Health and Human Services	\$ (1,502)
Not Allocated to Organizational Unit	
Contingency	12,753
Total Expenditures	<u>\$ 11,251</u>

Public Health Fund is better aligning actual revenue between fund balance and prior year and other revenue sources and budgeting for program expenses and an increase to contingency.

**CLACKAMAS HEALTH CENTERS FUND**

Revenues:	
Fund Balance	\$ 759,770
State Operating Grant	65,350
Charge for Services	428,855
Total Revenue	<u>\$ 1,253,975</u>
Expenses:	
Health and Human Services	\$ 494,205
Not Allocated to Organizational Unit	
Contingency	759,770
Total Expenditures	<u>\$ 1,253,975</u>

Clackamas Health Centers Fund is recognizing fund balance, charge for services revenue and state operating grant revenue and budgeting to add a full-time Clinic Manager, Dentist, Mental Health Specialist and a Policy Performance Research Analyst and an increase to contingency.

**TOURISM FUND**

Revenues:	
Fund Balance	\$ 282,605
Interfund Transfer	186,034
Total Revenue	<u>\$ 468,639</u>
Expenses:	
Cultural, Education and Recreation	\$ 169,280
Not Allocated to Organizational Unit	
Special Payments	299,359
Total Expenditures	<u>\$ 468,639</u>

Tourism Fund is recognizing additional fund balance and an interfund transfer from the Transient Room Tax Fund and budgeting program costs and special payments to other agencies.

**SUMMARY OF SUPPLEMENTAL BUDGET**  
**Exhibit A**  
**CHANGES OF LESS THAN 10% OF BUDGET**  
**December 6, 2018**

**JUVENILE FUND**

Revenues:	
Fund Balance	\$ 466,296
Federal Operating Grant	(441,937)
State Operating Grant	(24,359)
Total Revenue	<u>\$ -</u>
Public Protection	\$ -
Total Expenditures	<u>\$ -</u>

Juvenile Fund is recognizing additional fund balance and reducing federal and state operating grant revenues and adjusting program expense accordingly

**CAPITAL PROJECTS RESERVE FUND**

Revenues:	
Fund Balance	\$ (239,500)
Total Revenue	<u>\$ (239,500)</u>
Expenses:	
Not Allocated to Organizational Unit	
Contingency	\$ (239,500)
Total Expenditures	<u>\$ (239,500)</u>

Capital Projects Reserve Fund is recognizing lower than anticipated fund balance and adjusting contingency accordingly.

**STONE CREEK GOLF COURSE FUND**

Revenues:	
Fund Balance	\$ 49,800
Total Revenue	<u>\$ 49,800</u>
Golf Course (Business-type Activity)	\$ 49,800
Total Expenditures	<u>\$ 49,800</u>

Stone Creek Golf Course Fund is recognizing additional fund balance and budgeting for the completion of a building improvement project from last fiscal year.

**SUMMARY OF SUPPLEMENTAL BUDGET**  
**Exhibit A**  
**CHANGES OF LESS THAN 10% OF BUDGET**  
**December 6, 2018**

**CENTRAL DISPATCH FUND**

Revenues:	
Fund Balance	\$ 351,327
Total Revenue	<u>\$ 351,327</u>
Not Allocated to Organizational Unit	
Contingency	\$ 351,327
Total Expenditures	<u>\$ 351,327</u>

Central Dispatch Fund is recognizing additional fund balance and increasing contingency.

**RISK MANAGEMENT FUND**

Revenues:	
Fund Balance	\$ 335,548
Total Revenue	<u>\$ 335,548</u>
General Government	\$ 59,705
Not Allocated to Organizational Unit	
Reserve	93,275
Contingency	182,568
Total Expenditures	<u>\$ 335,548</u>

Risk Management Fund is recognizing additional fund balance and budgeting for software maintenance and increasing contingency and reserve



CHRISTA BOSSERMAN WOLFE, CPA  
INTERIM DIRECTOR

**DEPARTMENT OF FINANCE**  
PUBLIC SERVICES BUILDING  
2051 KAEN ROAD | OREGON CITY, OR 97045

December 6, 2018

Board of County Commissioners  
Clackamas County

Members of the Board:

Approval of a Resolution for Clackamas County for Budgeting of  
New Specific Purpose Revenue for Fiscal Year 2018-2019

Purpose/Outcome	Budget change for Clackamas County FY 2018-2019
Dollar Amount and Fiscal Impact	The effect is an increase in appropriations of \$779,261
Funding Source	Includes Federal and State Operating Revenues and Other Financing Sources.
Duration	July 1, 2018-June 30, 2019
Previous Board Action/Review	Budget Adopted June 28, 2018 and amended October 11, 2018
Strategic Plan Alignment	Build public trust through good government
Contact Person	Christa Bosserman Wolfe, 503-742-5407

**BACKGROUND:**

Each fiscal year it is necessary to appropriate additional expenditures and allocate additional sources of revenue to more accurately meet the changing requirements of the operating departments of the County. The attached resolution reflects those changes that departments have requested which pursuant to O.R.S. 294.338, qualify as grants in trust for specific purposes in keeping with legally accurate budget.

The Sheriff Fund is recognizing additional revenue from Oregon State Marine Board and State High Intensity Drug Trafficking Area Board revenue and budgeting for capital outlay expense.

The Behavioral Health Fund is recognizing funding from the Oregon Health Authority through HealthShare Oregon and budgeting for program costs and an increase in contingency.

The Health Centers Fund is recognizing funding from the SAMHSA Zero Suicide grant and budgeting to add a full-time Case Manager position.



The effect of this Board Order is an increase in appropriations of \$779,261 including new revenues as detailed below:

Federal Operating Grant Revenue	\$ 213,272.
State Operating Grant Revenue	551,989.
Other Financing Sources	<u>14,000.</u>
Total Recommended	<u>\$ 779,261.</u>

**RECOMMENDATION:**

Staff respectfully recommends adoption of the attached Resolution Order and Exhibit A in keeping with a legally accurate budget.

Sincerely,

Christa Bosserman Wolfe, CPA  
Interim Director

**BEFORE THE BOARD OF COUNTY COMMISSIONERS  
OF CLACKAMAS COUNTY, STATE OF OREGON**

In the Matter of Providing  
authorization to Appropriate Grants  
For Specific Purposes within the  
Fiscal 2018-19



Resolution Order No. \_\_\_\_\_  
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WHEREAS, during the fiscal year changes in appropriated expenditures may become necessary and appropriations may need to be increased, decreased or transferred from one appropriation category to another;

WHEREAS, appropriation of grants entrusted for specific purposes within Clackamas County budget for the period of July 1, 2018 through June 30, 2019, inclusive is necessary to authorize the expenditure of funds, for the needs of Clackamas County residents`

WHEREAS; the fund being adjusted is:

- . Sheriff Fund
- . Behavioral Health Fund
- . Health Centers Fund;

It further appearing that it is in the best interest of the County to approve these grants entrusted for specific purpose of appropriations for the period of July 1, 2018 through June 30, 2019.

BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS THAT:

Pursuant to its authority under OR 294.338, appropriation of specific purpose grants is authorized as shown in the attached Exhibit A which by this reference is made a part of this Resolution.

**DATED** this 6<sup>th</sup> day of December, 2018

**BOARD OF COUNTY COMMISSIONERS**

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Recording Secretary

## NEW SPECIFIC PURPOSE REVENUE REQUESTS

### Exhibit A

December 6, 2018

Recommended items by revenue source:

Federal Operating Grants	\$ 213,272
State Operating Grants	551,989
Other Financing Sources	14,000
Total Recommended	<u>\$ 779,261</u>

### **SHERIFF FUND**

Revenues:

Federal Operating Grants	\$ 48,000
State Operating Grants	27,357
Other Financing Sources	14,000
Total Revenue	<u>\$ 89,357</u>

Expenses:

Public Protection	\$ 89,357
Total Expenditures	<u>\$ 89,357</u>

Sheriff Fund is recognizing additional revenue from Oregon State Marine Board and State High Intensity Drug Trafficking Area Board revenue and budgeting for capital outlay expense.

### **BEHAVIORAL HEALTH FUND**

Revenues:

State Operating Grants	\$ 524,632
Total Revenue	<u>\$ 524,632</u>

Expenses:

Health and Human Services	\$ 250,000
Not Allocated to Organizational Unit	
Contingency	274,632
Total Expenditures	<u>\$ 524,632</u>

Behavioral Health Fund is recognizing funding from the Oregon Health Authority through HealthShare Oregon and budgeting for program costs and an increase in contingency.

**HEALTH CENTERS FUND**

Revenues:

Federal Operating Grants	\$ 165,272
Total Revenue	<u>\$ 165,272</u>

Expenses:

Health and Human Services	\$ 165,272
Total Expenditures	<u>\$ 165,272</u>

Health Centers Fund is recognizing funding from the SAMHSA Zero Suicide grant and budgeting to add a full-time Case Manager position.



CHRISTA BOSSERMAN WOLFE, CPA  
INTERIM DIRECTOR

**DEPARTMENT OF FINANCE**  
PUBLIC SERVICES BUILDING  
2051 KAEN ROAD | OREGON CITY, OR 97045

December 6, 2018

Board of County Commissioners  
Clackamas County

Members of the Board:

Approval of a Resolution for Clackamas County for  
Transfer of Appropriations for Fiscal Year 2018-2019

Purpose/Outcome	Budget change FY 2018-2019
Dollar Amount and Fiscal Impact	No fiscal impact. Transfer of existing appropriations.
Funding Source	Includes Interfund Transfers
Duration	July 1, 2018-June 30, 2019
Previous Board Action/Review	Budget Adopted June 28, 2018 and amended October 11, 2018
Strategic Plan Alignment	Build public trust through good government
Contact Person	Christa Wolfe, 503-742-5407

**BACKGROUND:** Periodically during the fiscal year it is necessary to transfer appropriations to more accurately reflect the changing requirements of the operating departments.

Transfers are a method of moving budgeted appropriations during the fiscal year as required by state budget law per ORS 294.463. There is no financial impact incurred as a result of transfers as appropriations for these amounts have been accomplished through the initial budget process.

The attached resolution accomplishes the above mentioned changes as requested by the following operating departments in keeping with a legally accurate budget.

The General Fund – Not Allocated to Organizational Unit is transferring from contingency and budgeting for a full-time Commission Policy Advisor position for the County Administration Office.

The Sheriff's Fund is re-aligning their budget to add a full-time Management Analyst position and costs associated with building upgrades at the Family Justice Center.

The Behavioral Health Fund is reducing contingency and budgeting to add a full-time Behavioral Health Service Coordinator and a Policy Performance Research Analyst position.

**RECOMMENDATION:**

Staff respectfully recommends adoption of the attached Resolution Order and Exhibit A in keeping with a legally accurate budget.

Sincerely,

Christa Bosserman Wolfe, CPA  
Interim Director

**BEFORE THE BOARD OF COUNTY COMMISSIONERS  
OF CLACKAMAS COUNTY, STATE OF OREGON**

In the Matter of Providing  
Authorization to Transfer  
Appropriations within the Fiscal Year  
2018-19



Resolution Order No. \_\_\_\_\_  
*Page 1 of 1*

WHEREAS, during the fiscal year changes in appropriated expenditures may become necessary and appropriations may need to be increased, decreased or transferred from appropriation category to another;

WHEREAS, transfer of appropriations for the period of July 1, 2018 through June 30, 2019, inclusive is necessary to continue to prudently manage the distribution of those expenditures for the needs of Clackamas County residents;

WHEREAS; the funds being adjusted are:

- . General Fund – Not Allocated to Organizational Unit
- . General Fund – County Administration
- . Sheriff Fund
- . Behavioral Health Fund;

It further appearing that it is in the best interest of the County to approve this transfer of appropriations for the period of July 1, 2018 through June 30, 2019.

BE RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS THAT:

Pursuant to its authority under OR 294.463, transfer of appropriation within the fiscal year budget is authorized as shown in the attached Exhibit A which by this reference is made a part of this Resolution.

**DATED** this 6<sup>th</sup> day of December, 2018

**BOARD OF COUNTY COMMISSIONERS**

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Recording Secretary

**TRANSFER REQUEST**  
**Exhibit A**  
**December 6, 2018**

**GENERAL FUND - NOT ALLOCATED TO ORGRANIZATIONAL UNIT AND COUNTY**  
**ADMINISTRATION PROGRAM**

Expenses:	
County Administration	\$ 107,247
Not Allocated to Organizational Unit	
Contingency	(107,247)
Total Expenditures	<u>\$ -</u>

General Fund – Not Allocated to Organizational Unit is transferring from contingency and budgeting for a full-time Commission Policy Advisor position for the County Administration Office.

**SHERIFF FUND**

Expenses:	
Public Protection	\$ -
Total Expenditures	<u>\$ -</u>

Sheriff's Fund is re-aligning their budget to add a full-time Management Analyst position and costs associated with building upgrades at the Family Justice Center.

**BEHAVIORAL HEALTH FUND**

Expenses:	
Health and Human Services	\$ 238,373
Not Allocated to Organizational Unit	
Contingency	(238,373)
Total Expenditures	<u>\$ -</u>

Behavioral Health Fund is reducing contingency and budgeting to add a full-time Behavioral Health Service Coordinator and a Policy Performance Research Analyst position.