

**Department of Finance**Public Services Building  
2051 Kaen Road, Suite 490 | Oregon City, OR 97045

September 8, 2022

Board of County Commissioners  
Clackamas County

Members of the Board:

Approval of a Clackamas County Transfer of Appropriations  
for Fiscal Year 2022-2023 (FY22-23)

Purpose/Outcomes	A consent item for a Transfer Resolution moving budget authority within Health, Housing and Human Services Fund 240 in FY 22-23.
Dollar Amount and Fiscal Impact	No fiscal impact. Transfer of existing appropriations.
Funding Source	N/A
Duration	July 1, 2022-June 30, 2023
Previous Board Action/Review	Budget Adopted June 9, 2022
Strategic Plan Alignment	Build public trust through good government by providing budget responsibility and transparency.
Counsel Review	N/A
Procurement Review	1. Was the item processed through Procurement? yes <input type="checkbox"/> no <input checked="" type="checkbox"/> 2. If no, provide brief explanation: This is a Budget item and does not require Procurement's involvement
Contact Person	Sandra Montoya, email <a href="mailto:smontoya@clackamas.us">smontoya@clackamas.us</a>

**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 as a result of these transfers.

The attached resolution accomplishes the changes requested by the department in keeping with a legally accurate budget.

**SUMMARY OF PROPOSED BUDGET CHANGES**

**Exhibit A**

**September 8, 2022**

AMOUNTS SHOWN ARE REVISED TOTALS IN THOSE FUNDS BEING MODIFIED

**Item**

**1 Health Housing & Human Services (H3S) Fund 240 - H3S Administration Line of Business**

<b>Resources</b>	<b>Original</b>	<b>Change</b>	<b>Revised</b>	<b>Requirement</b>	<b>Original</b>	<b>Change</b>	<b>Revised</b>
Beginning Fund Balance	418,360	-	418,360	Operating Expenses	2,857,932	-	2,857,932
Charges, Fees, License, Permits, Fines, Assessi	1,820,170	-	1,820,170	Interfund Transfer	33,231,220	(33,219,000)	12,220
Federal, State, Local, All Other Gifts & Donati	32,000,000	(32,000,000)	-	Contingency	111,934	-	111,934
General Fund Support	1,893,556	(1,200,000)	693,556				
Other Interfund Transfers	69,000	(19,000)	50,000				
<b>Revised Total Fund Resources</b>			<b>2,982,086</b>	<b>Revised Total Fund Requirements</b>			<b>2,982,086</b>

Comments: The Health Housing & Human Services (H3S) Fund 240 - H3S Administration is transferring funding from Metro Supportive Housing Service, the District Attorney Office, and General Fund Support to the newly established Housing and Community Development line of business to support services for affordable housing and development in Clackamas County.

**2 Health Housing & Human Services (H3S) Fund 240 - Housing and Community Development Line of Business**

<b>Resources</b>	<b>Original</b>	<b>Change</b>	<b>Revised</b>	<b>Requirement</b>	<b>Original</b>	<b>Change</b>	<b>Revised</b>
Federal, State, Local, All Other Gifts & Donati	-	32,000,000	32,000,000	Operating Expenses	-	4,503,640	4,503,640
Other Interfund Transfers	-	19,000	19,000	Special Payments	-	25,695,360	25,695,360
General Fund Support	-	1,200,000	1,200,000	Interfund Transfer	-	-	-
				Contingency	-	3,020,000	3,020,000
<b>Revised Total Fund Resources</b>			<b>33,219,000</b>	<b>Revised Total Fund Requirements</b>			<b>33,219,000</b>

Comments: The Health Housing & Human Services Fund is establishing the new Housing and Community Development line of business, with new programs to provide services for affordable housing and development for residents in Clackamas County through the Metro Supportive Housing Services Measure, Interfund Transfers, and General Fund Support.

**Item**

<b>1 Health Housing &amp; Human Services (H3S) Fund 240 - H3S Administration Line of Business</b>								
<b>Resources</b>	<b>Original</b>	<b>Change</b>	<b>Revised</b>	<b>Requirement</b>	<b>Original</b>	<b>Change</b>	<b>Revised</b>	
Beginning Fund Balance	418,360	-	418,360	Operating Expenses	2,857,932	-	2,857,932	
Charges, Fees, License, Permits, Fines, Ass	1,820,170	-	1,820,170	Interfund Transfer	33,231,220	(33,219,000)	12,220	
Federal, State, Local, All Other Gifts & Don	32,000,000	(32,000,000)	-	Contingency	111,934	-	111,934	
General Fund Support	1,893,556	(1,200,000)	693,556					
Other Interfund Transfers	69,000	(19,000)	50,000					
<b>Revised Total Fund Resources</b>			<b>2,982,086</b>	<b>Revised Total Fund Requirements</b>			<b>2,982,086</b>	

Comments: The Health Housing & Human Services (H3S) Fund 240 - H3S Administration is transferring funding from Metro Supportive Housing Service, the District Attorney Office, and General Fund Support to the newly established Housing and Community Development line of business to support services for affordable housing and development in Clackamas County.

<b>2 Health Housing &amp; Human Services (H3S) Fund 240 - Housing and Community Development Line of Business</b>								
<b>Resources</b>	<b>Original</b>	<b>Change</b>	<b>Revised</b>	<b>Requirement</b>	<b>Original</b>	<b>Change</b>	<b>Revised</b>	
Federal, State, Local, All Other Gifts & Don	-	32,000,000	32,000,000	Operating Expenses	-	4,503,640	4,503,640	
Other Interfund Transfers	-	19,000	19,000	Special Payments	-	25,695,360	25,695,360	
General Fund Support	-	1,200,000	1,200,000	Interfund Transfer	-	-	-	
				Contingency	-	3,020,000	3,020,000	
<b>Revised Total Fund Resources</b>			<b>33,219,000</b>	<b>Revised Total Fund Requirements</b>			<b>33,219,000</b>	

Comments: The Health Housing & Human Services Fund is establishing the new Housing and Community Development line of business, with new programs to provide services for affordable housing and development for residents in Clackamas County through the Metro Supportive Housing Services Measure, Interfund Transfers, and General Fund Support.

**RECOMMENDATION:**

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

Sincerely,

*Elizabeth Comfort*

Elizabeth Comfort  
Finance 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  
2022-23



Resolution No. 2022-82

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 between appropriation categories;

WHEREAS, transfer of appropriations for the period of July 1, 2022 through June 30, 2023, inclusive is necessary to continue to prudently manage the distribution of those expenditures for the needs of Clackamas County residents;

WHEREAS; the line of businesses being adjusted are:

- Health, Housing & Human Services Administration
- Housing & Community Development (newly created line of business)

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, 2022 through June 30, 2023.

BE RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS THAT:

Pursuant to ORS 294.433 through ORS 294.481, the transfer of appropriations 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 8<sup>th</sup> day of September, 2022

**BOARD OF COUNTY COMMISSIONERS**

Chair

Recording Secretary

**Department of Finance**Public Services Building  
2051 Kaen Road, Suite 490 | Oregon City, OR 97045

September 22, 2022

Board of County Commissioners  
Clackamas County

Members of the Board:

Approval of a Clackamas County Supplemental Budget Resolution  
for Fiscal Year 2022-2023 (FY22-23)

Purpose/Outcomes	Public hearing for supplemental budget change for FY22-23
Dollar Amount and Fiscal Impact	The effect is an increase in appropriations of \$11,476,909
Funding Source	Beginning Fund Balance, Federal and State Operating Grants, Charge for Services, and Interfund Transfers
Duration	July 1, 2022-June 30, 2023
Previous Board Action/Review	Budget Adopted June 9, 2022
Strategic Plan Alignment	Build public trust through good government by providing budget responsibility and transparency
Counsel Review	N/A
Procurement Review	1. Was the item processed through Procurement? yes <input type="checkbox"/> no <input checked="" type="checkbox"/> 2. If no, provide brief explanation: This is a Budget item and does not require Procurement's involvement
Contact Person	Sandra Montoya, email <a href="mailto:smontoya@clackamas.us">smontoya@clackamas.us</a>

**BACKGROUND:**

Each fiscal year it is necessary to reduce or 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 Oregon Local Budget Law ORS 294.433 - ORS 294.481, which allows for governing body approval of budget changes under qualified circumstances. The required notice has been published.

The effect of this resolution is an increase in revenues and appropriations of \$11,476,909.

Item

**1 General Fund 100 - Non Departmental**

Resources	Original	Change	Revised	Requirement	Original	Change	Revised
Beginning Fund Balance	70,106,986	-	70,106,986	Operating Expenses	34,000	-	34,000
Charges, Fees, License, Permits, Fines, Assessm	16,000	-	16,000	Interfund Transfers	160,609,273	136,632	160,745,905
Taxes	150,947,359	-	150,947,359	Reserve for Future Expenditures	25,000,000	-	25,000,000
All Other Revenue Sources	381,920	-	381,920	Contingency	26,908,050	(136,632)	26,771,418
Federal, State, Local, All Other Gifts & Donation	4,285,000	-	4,285,000	Unappropriated Ending Balance	13,185,947	-	13,185,947
<b>Revised Total Fund Resources</b>			<b>225,737,265</b>	<b>Revised Total Fund Requirements</b>			<b>225,737,270</b>

Comment: The General Fund - Non-Departmental is reducing Contingency and budgeting an increase in Interfund Transfers to Human Resources for the hiring of a 2-year limited-term full-time Human Resources Analyst to help with recruitment work.

**2 General Fund 100 - Human Resources**

Resources	Original	Change	Revised	Requirement	Original	Change	Revised
Beginning Fund Balance	103,644	-	103,644	Operating Expenses	5,487,384	136,632	5,624,016
Charges, Fees, License, Permits, Fines Assessmen	4,054,669	-	4,054,669				
General Fund Support	1,329,072	136,632	1,465,704				
<b>Revised Total Fund Resources</b>			<b>5,624,017</b>	<b>Revised Total Fund Requirements</b>			<b>5,624,016</b>

Comment: The General Fund - Human Resources is recognizing additional General Fund Support to add a 2-year limited-term full-time Human Resources Analyst to help with recruitment work.

**3 General Fund 100 - Juvenile**

Resources	Original	Change	Revised	Requirement	Original	Change	Revised
Federal, State, Local, All Other Gifts & Donation	1,916,521	-	1,916,521	Operating Expenses	11,700,220	-	11,700,220
Charges, Fees, License, Permits, Fines Assessmen	4,524	-	4,524	Special Payments	168,656	-	168,656
Other Interfund Transfers	158,394	-	158,394				
General Fund Support	9,789,438	-	9,789,438				
<b>Revised Total Fund Resources</b>			<b>11,868,877</b>	<b>Revised Total Fund Requirements</b>			<b>11,868,876</b>

Comment: The General Fund - Juvenile is eliminating one full-time position and increasing professional services to support the new Community Monitoring Pilot Program. The budget adjustment is within the Operating Expense category.

**4 Special Grant Fund 230**

Resources	Original	Change	Revised	Requirement	Original	Change	Revised
Beginning Fund Balance	11,882,522	-	11,882,522	Operating Expenses	20,169,178	62,407	20,231,585
Federal, State, Local, All Other Gifts & Donation	40,631,961	62,407	40,694,368	Special Payments	19,577,655	-	19,577,655
All Other Revenue Resources	160,000	-	160,000	Transfers	12,927,650	-	12,927,650
<b>Revised Total Fund Resources</b>			<b>52,736,890</b>	<b>Revised Total Fund Requirements</b>			<b>52,736,890</b>

Comment: The Special Grants Fund (ARPA) is recognizing revenue awarded in FY21-22 and increasing Operating Expenses for the Gladstone Library program.

**5 Health Housing & Human Services (H3S) Fund 240**

Resources	Original	Change	Revised	Requirement	Original	Change	Revised
Beginning Fund Balance	20,786,204	-	20,786,204	Operating Expenses	95,669,946	2,147,402	97,817,348
Charges, Fees, License, Permits, Fines, Assessm	12,455,513	545,440	13,000,953	Special Payments	6,736,855	5,324,127	12,060,982
All Other Revenue Resources	237,900	-	237,900	Contingency	7,127,183	100,000	7,227,183
Federal, State, Local, All Other Gifts & Donation	98,850,260	7,126,089	105,976,349	Transfers	33,231,220	-	33,231,220
General Fund Support	9,720,017	-	9,720,017	Reserve for Future Expenditures	-	100,000	100,000
Other Interfund Transfers	715,310	-	715,310				
<b>Revised Total Fund Resources</b>			<b>150,436,733</b>	<b>Revised Total Fund Requirements</b>			<b>150,436,733</b>

Comment: Impacted Lines of Business: H3S Admin, Social Services, Children, Family & Community Connections, Public Health, Behavioral Health, and Housing & Community Development  
 - Revenue: Recognizing new revenue from Oregon Health Authority, Care Oregon, Federal Department of Labor, Oregon State Department of Human Services, and the Clackamas Workforce Partnership  
 - Expense: Budgeting additional expenditure authority in Operating Expenses, Special Payments, Contingency, and Reserve for Future Expenditures

**6 Health Centers Fund 253**

Resources	Original	Change	Revised	Requirement	Original	Change	Revised
Beginning Fund Balance	11,842,567	-	11,842,567	Operating Expenses	50,273,397	170,880	50,444,277
Federal, State, Local, All Other Gifts & Donation	7,662,727	-	7,662,727	Contingency	11,842,567	-	11,842,567
Charges, Fees, License, Permits, Fines, Assessm	42,382,470	170,880	42,553,350				
Revenue from Bonds & Other Debts	45,970	-	45,970				
All Other Revenue Resources	182,230	-	182,230				
<b>Revised Total Fund Resources</b>			<b>62,286,844</b>	<b>Revised Total Fund Requirements</b>			<b>62,286,844</b>

Comment: The Health Center Fund is recognizing additional Charges/Fee revenue and increasing Operating Expenses for new FTE.

Small differences between Resources and Requirements may exist due to rounding.

**7 Parks & Forestry Fund 257**

Resources	Original	Change	Revised	Requirement	Original	Change	Revised
Beginning Fund Balance	3,087,749	-	3,087,749	Operating Expenses	4,989,928	76,261	5,066,189
Federal, State, Local, All Other Gifts & Donation	1,151,611	-	1,151,611	Special Payments	2,000	-	2,000
Charges, Fees, License, Permits, Fines, Assessm	1,308,256	76,261	1,384,517	Reserve for Future Expenditures	3,506,920	-	3,506,920
Revenue from Bonds & Other Debts	655,200	-	655,200	Contingency	188,482	-	188,482
All Other Revenue Resources	1,938,569	-	1,938,569				
Other Interfund Transfers	325,746	-	325,746				
General Fund Support	220,200	-	220,200				
<b>Revised Total Fund Resources</b>			<b>8,763,592</b>	<b>Revised Total Fund Requirements</b>			<b>8,763,591</b>

Comment: The Parks & Forestry Fund is recognizing Charge/Fee revenue based on fee increases and adding a full-time Park Ranger position.

**8 Technology Services Fund 747**

Resources	Original	Change	Revised	Requirement	Original	Change	Revised
Beginning Fund Balance	1,898,000	3,359,200	5,257,200	Operating Expenses	18,375,083	3,059,200	21,434,283
Federal, State, Local, All Other Gifts & Donation	35,000	-	35,000	Reserve for Future Expenditures	500,000	300,000	800,000
Charges, Fees, License, Permits, Fines, Assessm	13,355,793	-	13,355,793	Contingency	300,000	-	300,000
All Other Revenue Sources	33,000	-	33,000				
General Fund Support	3,853,290	-	3,853,290				
<b>Revised Total Fund Resources</b>			<b>22,534,283</b>	<b>Revised Total Fund Requirements</b>			<b>22,534,283</b>

Comment: The Technology Services Fund is recognizing Beginning Fund Balance and increasing Operating Expense to complete postponed projects and appropriating an increase to Reserves for Future Expenditures.

**9 Self Insurance Fund 760**

Resources	Original	Change	Revised	Requirement	Original	Change	Revised
Beginning Fund Balance	26,671,097	-	26,671,097	Operating Expenses	34,543,386	132,202	34,675,588
Charges, Fees, License, Permits, Fines, Assessm	1,732,490	-	1,732,490	Reserve for Future Expenditures	3,003,552	-	3,003,552
All Other Revenue Sources	31,012,785	-	31,012,785	Contingency	21,869,434	(132,202)	21,737,232
<b>Revised Total Fund Resources</b>			<b>59,416,372</b>	<b>Revised Total Fund Requirements</b>			<b>59,416,372</b>

Comment: The Self Insurance Fund is adding a 2-year limited-term HR Business System Analyst position for software development updates and reducing Contingency.

Small differences between Resources and Requirements may exist due to rounding.

**RECOMMENDATION:**

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

Sincerely,

*Elizabeth Comfort*

Elizabeth Comfort  
Finance 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 and Making Appropriations for  
Fiscal Year 2022-23



Resolution Order No. 2022-88

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, 2022 through June 30, 2023, inclusive, has been prepared, published and submitted to the taxpayers as provided by statute;

WHEREAS; a public hearing to discuss the supplemental budget was held before the Board of County Commissioners on September 22, 2022.

WHEREAS; the funds being adjusted are:

General Fund – Non Departmental	Health Centers Fund
General Fund – Human Resources	Parks & Forestry Fund
General Fund – Juvenile	Technology Services Fund
Special Grant Fund	Self-Insurance Fund
Health, Housing & Human Services (H3S) Fund	


It further appearing that it is in the best interest of the County to approve this change in appropriations for the period of July 1, 2022 through June 30, 2023.

NOW THEREFORE, the Clackamas County Board of Commissioners resolves as follows:

Pursuant to ORS 294.433 through ORS 294.481, the supplemental budget be adopted and appropriations established as shown in **Exhibit A**, attached hereto and incorporated by this reference herein; and

**DATED** this 22nd day of September, 2022

**BOARD OF COUNTY COMMISSIONERS**

  
\_\_\_\_\_  
Chair

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