AGENDA COVER MEMORANDUM

AGENDA DATE: April 1, 2025

PRESENTED TO: Board of County Commissioners

DEPARTMENT: County Administration

PRESENTED BY: Christine Moody, Budget & Financial Planning Manager
Kevin Mahoney, Sr. Budget Analyst

AGENDA TITLE: PUBLIC HEARING / ORDER /RESOLUTION In the Matter of Adopting the FY 24-25 Supplemental Budget #3, Making, Reducing and Transferring Appropriations

I. MOTION

MOVE APPROVAL OF THE ORDER/RESOLUTION ADOPTING THE FY 24-25 SUPPLEMENTAL BUDGET #3 MAKING, REDUCING AND TRANSFERRING APPROPRIATIONS.

II. AGENDA ITEM SUMMARY

The Board is being asked to adopt the FY 24-25 Supplemental Budget #3.

III. BACKGROUND/IMPLICATIONS OF ACTION

A. Board Action and Other History

The Board adopted the FY 24-25 budget on June 25, 2024, in Board Order 24-06-25-02.

This is the third supplemental budget for FY 24-25. Two prior supplemental budgets were approved in Board Orders 24-10-08-01 and 24-12-17-01.

B. Policy Issues

Oregon local budget law (Chapter 294 of Oregon Revised Statutes) gives budget provisions and procedures that must be followed during the budgeting process, including supplemental budget modifications.

A public hearing and publication of a notice is required when any fund increases expenditures (not including transfers, contingency or reserves) by greater than 10% from

the current budget. For this supplemental budget, there are two (2) County funds changing by more than 10% (Special Revenue Fund and Public Works Capital Fund). The notice of Public Hearing was published in the Register Guard on March 27, 2025.

If necessary, the Board of Commissioners may amend the supplemental budget as published, with any increases limited to $5,000 or 10% per fund, whichever is greater.

C. Strategic Plan

Lane County's budget and financial management policies support the County's Strategic Plan priorities and the commitment to open and accountable government and wise stewardship of public funds.

D. Financial and /or Resource Considerations

This supplemental budget decreases the County's total resources by $20,474,448. Department expense appropriations are increasing by $3,272,095, non-departmental materials and services are decreasing by $748,254, transfers are increasing by $2,306,836, operational contingency is decreasing by $3,020,142. Unappropriated reserves are decreasing by $22,284,983. Full-time-equivalent (FTE) positions are decreasing by 49.90. If approved as presented, the County's Current Modified Budget for FY 24-25 will be $1,220,938,402 with 2,037.00 FTE across all funds.

E. Health Implications

There are no known health implications associated with adoption of this supplemental budget.

F. Analysis

The recent settlement of the AFSCME General and Nurses collective bargaining process resulted in multiple funds adjusting salary and benefits associated with the final approved increases in those contracts in Supplemental Budget #2. Additional adjustments related to those collective bargaining agreements are occurring in Supplemental Budget #3 as needed as well as adjustments related to increases for non-represented employees.

Examples of additional changes occurring in this supplemental are:

- General Fund:
    - Technical decrease of 1.00 FTE and associated expenses in Human Resources related to a Limited Duration position that ended 06/30/2024 and was inadvertently included in the FY 24-25 budget and reduce 0.20 FTE related to changing a position from 1.00 to 0.80 FTE.
    - Reduce 0.20 FTE and associated expenses in Assessment & Taxation related to changing a position from 1.00 to 0.80 FTE.
    - Add 1.50 FTE related to District Attorney adding a regular 1.00 FTE and temporary 0.50 FTE Medical Legal Death Investigator positions.
    - Reduce 2.00 FTE in Sheriff's Office related to McKenzie Recovery & West Lane Regional Patrol.
    - Increase revenue and expense in Sheriff's Office related to extension

of the Oakridge dispatch contract.
    - Budgeting revenue related to a vehicle sale and expense for office soundproofing recruitment expenses in County Counsel.
    - Increase transfers out from General Expense for one-time expenses related to Assessment & Taxation security upgrades, strategic plan development, tracking of Limited Duration position one-time funding in Human Resources, PeopleSoft assessment, and Stabilization Center.

- Parks & Open Spaces Fund
    - Adjusting contingency and budgeting increased personnel costs related to non-represented adjustments.
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- General Road Fund
    - Adjusting personnel costs related to non-represented adjustments.
    - Increasing revenue related to reimbursement and budgeting expense related to Slurry Seal project.
    - Reduce 0.20 FTE and associated expenses in Public Works related to changing a position from 1.00 to 0.80 FTE.
    - Decrease transfer out related to McKenzie Recovery and West Lane Patrol.

- County Clerk Fund
    - Increasing assessment revenue and budgeting associated expense.

- Title III Projects Fund
    - Reducing resources related to interest earning allocation.
    - Reduce reimbursement expense to adjust to expected actual.

- Special Revenue Fund
    - Reduce 2.00 FTE in Community Justice & Rehabilitation Services related to grant funding ending.
    - Budgeting Resources and associated expenses in County Administration Policy related to Community Change Grant, FEMA Building Resilient Infrastructure and Communities grant, Community Development Block Grant, Oregon Business Development Grant, and Hazard Mitigation Assistance Grants.
    - Increase expense in Public Works related to replacement of aging radio equipment.
    - Add revenue and associated expense in Sheriff's Office related to Jail Based Medications for Opioid Use Disorder grant funding and opioid settlement revenue.
    - Increase revenue and budget expense in Community Justice & Rehabilitation Services related to Serbu Greenhouse project.

- Animal Services Fund
    - Increase revenue in Public Works for FEMA reimbursement related to the Holiday Farm Fire and budget professional and consulting expenses.

- Intergovernmental Human Services Fund
    - Increasing personnel costs related to AFSCME and non-represented adjustments.

    - Increase in Homeless Shelters revenue and budgeting associated agency payment expense.

- Health & Human Services Fund
    - Increasing personnel costs related to AFSCME and non-represented adjustments and offset partially by reducing contingency/
    - Reducing 45.80 FTE of vacant positions within Community Health Centers, Behavioral Health, and Public Health related to increased personnel costs and revenue adjustments based on anticipated actuals.
    - Increase transfers out related to Stabilization Center project.

- Parks Levy Fund
    - Increasing personnel costs related to AFSCME and non-represented adjustments.
    - Budgeting expenses related to McKenzie River Discovery Center Grant.

- Capital Improvement Fund
    - Adjusting resources and expenses related to project timing and expected activity before the end of the current fiscal year.

- Public Works Capital Fund
    - Reducing resources and expenses related to bond sale and project expenses not expected to occur before the end of the current fiscal year.
    - Budgeting revenue from garbage fees and actual project expenses expected.

- Lane Events Center Fund
    - Increasing personnel costs related to non-represented adjustments.
    - Increase revenue and associated expenses related to Ice Rink Improvements and Immediate Occupancy Seismic Assessment.

- Solid Waste Disposal Fund
    - Increasing personnel costs related to AFSCME and non-represented adjustments.
    - Increase revenue and associated expenses related to Oregon Materials Management Grant - Sustainable Event Services.
    - Budgeting expenses related to Florence Transfer Station E-Waste Building project.

- Land Management Fund
    - Increasing personnel costs related to non-represented adjustments.

- Employee Benefit Fund
    - Adjusting claims expense to expected actuals.

- Pension Bond Fund
    - Adjusting resources to expected actuals.

- Motor & Equipment Pool Fund
    - Increasing personnel costs related to non-represented adjustments.
    - Budgeting expenses related to planned heavy equipment purchases and reducing reserves.

- Technology Replacement Fund
    - Reduce contingency, increase reserves, and budget transfer out to Technology Services Fund related to one-time Oracle/PeopleSoft software costs.

- Technology Services Fund
    - Increasing personnel costs related to AFSCME and non-represented adjustments, reducing related contingency.
    - Budget transfer in from Technology Replacement Fund and related expenses associated with one-time Oracle/PeopleSoft software costs.

- Retiree Benefit Trust Fund
    - Increase expense related to actuary professional consulting and reduce reserves.

II. RECOMMENDATION
Staff recommends approval of the Supplemental Budget as submitted.

III. TIMING/IMPLEMENTATION
This is the third supplemental adjustment for FY 24-25.

IV. FOLLOW-UP
Upon approval of the supplemental, County Administration budget staff will adjust the appropriations in the financial general ledger.

V. ATTACHMENTS
Board Order/Resolution

BEFORE THE BOARD OF COMMISSIONERS OF LANE COUNTY, OREGON

ORDER & RESOLUTION NO. 25-04-01-	)	**IN THE MATTER OF ADOPTING THE FY 24-25 SUPPLEMENTAL BUDGET #3, MAKING, REDUCING AND TRANSFERRING APPROPRIATIONS**

WHEREAS, the Board of Commissioners having reviewed and considered the supplemental budget requests presented in the prepared Agenda Memorandum, in their regularly scheduled board meeting on this date; and

WHEREAS, there are two County Funds changing by more than 10% in this supplemental budget and therefore a Public Hearing is required under Oregon Budget Law and the Board held a Public Hearing and fully considered the matters on April 1, 2025; and

WHEREAS, publication of the Public Hearing occurred in the Register Guard on March 27, 2025; and

WHEREAS, in accordance with ORS 294.480, the governing body of any municipal corporation may make a supplemental budget for the fiscal year for which the regular budget has been prepared; and

WHEREAS, the amounts and purposes for the budget changes are herein detailed; and

NOW, THEREFORE, the Board of County Commissioners of Lane County ORDERS AND RESOLVES as follows:

That the amounts for the fiscal year beginning July 1, 2024, be increased, decreased and transferred, for the purposes as outlined to the Board, as follows:

GENERAL FUND 124

	Change Amount	Authorized FTE Chg	New Fund Total
Resources	1,281,299		196,186,302
Assessment & Taxation	(20,200)	(0.20)	8,161,051
County Administration	(54,380)	0.00	20,117,756
County Counsel	43,127	0.00	3,012,052
Community Justice & Rehabilitation Services	0	0.00	11,550,827
District Attorney	14,304	1.50	14,061,585
Human Resources	(89,495)	(1.20)	4,949,947
Public Safety (Sheriff's Office)	53,074	(2.00)	42,735,699
Lane County Office of Emergency Management	(46,178)	0.00	814,993
Lane County Office of Data & Analytics	0	0.00	370,831
Not Allocated to Organizational Unit:			
Materials & Services	0		1,926,825
Transfers Out	907,835		35,107,044
Contingency	0		1,000,000
Total Fund Appropriations	808,087	(1.90)	143,808,610

PARKS & OPEN SPACES FUND 216

	Change Amount	Authorized FTE Chg	New Fund Total
Resources	57,370		10,707,016
Public Works	14,701	0.00	8,055,656
Not Allocated to Organizational Unit:			
Transfers Out	0		60,837
Contingency	(14,701)		462,799
Total Fund Appropriations	0	0.00	8,579,292

GENERAL ROAD FUND 225

	Change Amount	Authorized FTE Chg	New Fund Total
Resources	(470,771)		143,171,300
Public Works	426,001	(0.20)	72,302,884
Not Allocated to Organizational Unit:			
Transfers Out	(79,512)		3,454,877
Contingency	0		-
Total Fund Appropriations	346,489	(0.20)	75,757,761

COUNTY CLERK FUND 244

	Change Amount	Authorized FTE Chg	New Fund Total
Resources	6,000		304,512
County Administration	6,000		75,314
Not Allocated to Organizational Unit:			
Transfers Out	0		119,390
Contingency	0		38,350
Total Fund Appropriations	6,000	0.00	233,054

TITLE III PROJECTS FUND 250

	Change Amount	Authorized FTE Chg	New Fund Total
Resources	(121,525)		4,809,797
Not Allocated to Organizational Unit:			
Materials & Services	(21,525)		1,600,780
Total Fund Appropriations	(21,525)	0.00	1,600,780

SPECIAL REVENUE FUND 260

	Change Amount	Authorized FTE Chg	New Fund Total
Resources	5,215,206		90,778,338
County Administration	6,455,649	0.00	9,796,357
Assessment & Taxation	0	0.00	200,000
Community Justice & Rehabilitation Services	100,000	(2.00)	18,989,258
District Attorney	0	0.00	1,568
Public Safety (Sheriff's Office)	498,853	0.00	15,941,873
Public Works	10,242	0.00	340,817
Technology Services	0	0.00	457,824
Emergency Management	75,000	0.00	75,000
Not Allocated to Organizational Unit:			
Materials & Services	(926,929)		11,668,186
Transfers Out	5,000		632,039
Contingency	34,844		3,452,175
Total Fund Appropriations	6,252,659	(2.00)	61,555,097

ANIMAL SERVICES FUND 283

	Change Amount	Authorized FTE Chg	New Fund Total
Resources	29,167		963,355
Public Works	29,167	0.00	963,355
Not Allocated to Organizational Unit:			
Contingency	0		0
Total Fund Appropriations	29,167	0.00	963,355

INTERGOVERNMENTAL HUMAN SERVICES FUND 285

	Change Amount	Authorized FTE Chg	New Fund Total
Resources	2,495,823		65,440,803
Health & Human Services	2,575,282	0.00	60,889,266
Not Allocated to Organizational Unit:			
Transfers Out	0		0
Contingency	(28,310)		42,149
Total Fund Appropriations	2,546,972	0.00	60,931,415

HEALTH & HUMAN SERVICES FUND 286

	Change Amount	Authorized FTE Chg	New Fund Total
Resources	1,334,027		243,140,103
Health & Human Services	2,445,146	(45.80)	176,880,409
Not Allocated to Organizational Unit:			
Transfers Out	1,313,513		14,492,458
Contingency	(2,424,632)		24,297,604
Total Fund Appropriations	1,334,027	(45.80)	215,670,471

PARKS LEVY FUND 295

	Change Amount	Authorized FTE Chg	New Fund Total
Resources	0		10,373,742
Public Works	161,384		5,957,245
Not Allocated to Organizational Unit:			
Transfers Out	0		-
Total Fund Appropriations	161,384	0.00	5,957,245

CAPITAL IMPROVEMENT FUND 435

	Change Amount	Authorized FTE Chg	New Fund Total
Resources	2,180,341		39,020,658
County Administration	2,214,457	0.00	28,255,347
Not Allocated to Organizational Unit:			
Transfers Out	0		757,553
Contingency	(34,116)		3,146,527
Total Fund Appropriations	2,180,341	0.00	32,159,427

PUBLIC WORKS CAPITAL FUND 460

	Change Amount	Authorized FTE Chg	New Fund Total
Resources	(34,073,848)		926,152
Public Works	(14,073,848)	0.00	926,152
Not Allocated to Organizational Unit:			
			-
Total Fund Appropriations	(14,073,848)	0.00	926,152

LANE EVENTS CENTER FUND 521

	Change Amount	Authorized FTE Chg	New Fund Total
Resources	1,179,317		20,076,886
Public Works	204,941	0.00	6,419,530
Not Allocated to Organizational Unit:			
Transfers Out	0		92,858
Contingency	(38,274)		957,448
Total Fund Appropriations	166,667	0.00	7,469,836

SOLID WASTE DISPOSAL FUND 530

	Change Amount	Authorized FTE Chg	New Fund Total
Resources	37,035		55,714,469
Public Works	362,412	0.00	31,128,953
Not Allocated to Organizational Unit:			
Transfers Out	0		3,190,961
Contingency	0		2,805,993
Total Fund Appropriations	362,412	0.00	37,125,907

LAND MANAGEMENT FUND 570

	Change Amount	Authorized FTE Chg	New Fund Total
Resources	0		21,572,045
Public Works	26,907	0.00	10,878,825
Not Allocated to Organizational Unit:			
Contingency	0		1,004,480
Total Fund Appropriations	26,907	0.00	11,883,305

EMPLOYEE BENEFIT FUND 614

	Change Amount	Authorized FTE Chg	New Fund Total
Resources	0		124,370,910
Not Allocated to Organizational Unit:			
Materials & Services	195,000		80,315,216
Transfers Out	0		17,972,778
Contingency	0		100,000
Total Fund Appropriations	195,000	0.00	98,387,994

PENSION BOND FUND 615

	Change Amount	Authorized FTE Chg	New Fund Total
Resources	(200,000)		10,927,682
Not Allocated to Organizational Unit:			
Materials & Services	0		14,739
Debt Service	0		1,671,743
Total Fund Appropriations	0	0.00	1,686,482

MOTOR & EQUIPMENT POOL FUND 619

	Change Amount	Authorized FTE Chg	New Fund Total
Resources	25,811		50,921,768
Public Safety (Sheriff's Office)	0		2,524,860
Public Works	1,086,768	0.00	14,265,285
Not Allocated to Organizational Unit:			
Transfers Out	0		8,673
Contingency	(37,472)		2,872,095
Total Fund Appropriations	1,049,296	0.00	19,670,913

TECHNOLOGY REPLACEMENT FUND 653	Change Amount	Authorized FTE Chg	New Fund Total
Resources	0		8,944,846
Technology Services	0		3,614,699
Not Allocated to Organizational Unit:			
Transfers Out	160,000		379,803
Contingency	(275,000)		1,488,020
Total Fund Appropriations	(115,000)	0.00	5,482,522

TECHNOLOGY SERVICES FUND 654	Change Amount	Authorized FTE Chg	New Fund Total
Resources	550,300		21,816,638
Technology Services	752,781	0.00	19,658,111
Not Allocated to Organizational Unit:			
Contingency	(202,481)		1,656,390
Total Fund Appropriations	550,300	0.00	21,314,501

RETIREE BENEFIT TRUST FUND 714	Change Amount	Authorized FTE Chg	New Fund Total
Resources	0		13,129,249
Not Allocated to Organizational Unit:			
Materials & Services	5,200		2,970,572
Contingency	0		-
Total Fund Appropriations	5,200	0.00	2,970,572

	Supp #3	FTE Change	Revised Budget
Total APPROPRIATIONS, All Funds	1,810,535	(49.90)	883,385,349
Total Unappropriated and Reserve Amounts, All Funds	(22,284,983)		337,553,053
TOTAL BUDGET	**(20,474,448)**		**1,220,938,402**
Total FTE, All Funds			2,037.00

ADOPTED this 1st day of April 2025.

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David Loveall, Chair
Lane County Board of Commissioners