AGENDA REPORT
BUDGET COMMITTEE

AGENDA CATEGORY: RESOLUTION  ITEM NO:

ORIGINATING DEPARTMENT: BUDGET OFFICE

DATE ACTION REQUESTED: 04/11/2016  DATE ACTION TAKEN:

ISSUE: Adopt a supplemental budget within the Internal Services Fund Non-Departmental and Finance departments and the Risk Management Fund.

BACKGROUND & CONCLUSIONS: The Chief Financial Officer is requesting an increase in personnel expenditures to fund a cell phone stipend for the Assistant Finance Officer.

FISCAL IMPACT: Internal Services Fund, fiscal impact increased revenues and expenditures of $1,154.00; Risk Management Fund fiscal impact increased revenues and expenditures of $32.00

RECOMMENDED MOTION: Approve the supplemental budget as outlined in the attached document for changes to the Internal Services Fund, fiscal impact increased revenues and expenditures of $1,154.00; and the Risk Management Fund, fiscal impact increased revenues and expenditures of $32.00.

DEPARTMENT HEAD APPROVAL: ________________________________
BUDGET OFFICER APPROVAL: ________________________________
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Resolution # ________________

KLAMATH COUNTY
BUDGET TRANSFER/RESOLUTION

DATE: 3/25/2016
DEPARTMENT: Finance

JE# ________________
POSTED BY: ________________ Date: ________________

SIGNATURE: ________________

<table>
<thead>
<tr>
<th>BUDGET NUMBER</th>
<th>LINE ITEM NAME</th>
<th>INCREASE</th>
<th>DECREASE</th>
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<tbody>
<tr>
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<td>6000-1525-1526-1500-51570</td>
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TOTAL                                                  $2,308.00  $0.00

REASON FOR TRANSFER: Request to increase personnel costs to support a cell phone stipend to Assistant Finance Officer.

THEREFORE, BE IT RESOLVED THAT THE FORGOING HEREBY IS APPROVED ________ DISAPPROVED ________ THIS ________ DAY OF ________, 2016

BUDGET COMMITTEE MEMBERS

CHAIRMAN ____________________________________________ COMMISSIONER ____________________________________________ COMMISSIONER ____________________________________________

LAY MEMBER ____________________________________________ LAY MEMBER ____________________________________________ COMMISSIONER ____________________________________________
Resolution # __________________

KLAMATH COUNTY

BUDGET TRANSFER/RESOLUTION

DATE: 3/25/2016

DEPARTMENT: Finance

SIGNATURE: ________________

KLAMATH COUNTY

BUDGET TRANSFER/RESOLUTION

JE# _________________________

POSTED BY: ________ Date: _____________

DATE: 3/25/2016

DEPARTMENT: Finance

SIGNATURE: ________________

BUDGET NUMBER | LINE ITEM NAME | INCREASE | DECREASE
---|---|---|---
6000-1000-1000-1500-91525 | Trans - Finance | $1,154.00 | 
6000-1000-1000-1500-98000 | Operating Contingency | | $1,154.00
6030-1515-1517-1500-43960 | Revenues - Unemployment | $14.00 | 
6030-1515-1517-1500-43970 | Revenues - Workers Comp | $18.00 | 
6030-1515-1517-1500-61160 | Claims - Unemployment | $14.00 | 
6030-1515-1517-1500-61170 | Claims - Workers Compensation | $18.00 | 

TOTAL | | $1,218.00 | $1,154.00

REASON FOR TRANSFER: Request to increase personnel costs to support a cell phone stipend to Assistant Finance Officer.

THEREFORE, BE IT RESOLVED THAT THE FORGOING HEREBY IS APPROVED ________ DISAPPROVED ________ THIS ________ DAY OF ________, 2016

BUDGET COMMITTEE MEMBERS

CHAIRMAN COMMISSIONER COMMISSIONER

LAY MEMBER LAY MEMBER COMMISSIONER
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<th>Department</th>
<th>Status</th>
<th>Title</th>
<th>FTE</th>
<th>Benefit Group</th>
<th>Union</th>
<th>Current Grade</th>
<th>Current Step</th>
<th>Total Wages w/COLA</th>
<th>Unemployment</th>
<th>FICA/Medicare</th>
<th>KCWC-WCOMP</th>
<th>WC</th>
<th>Medical CAP</th>
<th>HRA/VEBA (Wages)</th>
<th>Life Insurance</th>
<th>STD</th>
<th>Retirement/PERS</th>
<th>Amount</th>
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| Total      |       |       | 7.0000 |       |       |       |       | $382,850.81 | $5,748.16 | $29,288.00 | $7,657.02 | $241.16 | $84,420.00 | $0.00 | $143.76 | $1,281.00 | $65,084.64 | $574,709.25 |
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To: Budget Committee  
CC: Human Resources  
From: Jason Link  
Date: 3/25/2016  
Re: Request for funding for cell phone stipend for Assistant Finance Officer

Background:

The Assistant Finance Officer performs duties in off hours related to scheduling employees and responding to needs of departments. Having the employee available to respond and address these issues provides for an efficient operation of the department.

Request:

The Chief Financial Officer requests an increase in funding to support a cell phone stipend for the Assistant Finance Officer. Fiscal impact on an annual basis is $1,154.00.