



## BOARD OF COMMISSIONERS

# AGENDA REQUEST & STAFF REPORT

**MEETING DATE:** December 20, 2023

**SUBJECT:** Approval of Resolution No. 2023-068 adopting a supplemental budget and increasing or adjusting appropriations in the Full Faith and Credit Debt Service Fund, the General Fund and the Project Development and Debt Reserve Fund

**RECOMMENDED MOTION:**

Move approval of Resolution No. 2023-068 increasing or adjusting appropriations within the 2023-24 Deschutes County Budget.

**BACKGROUND AND POLICY IMPLICATIONS:**

A supplemental budget is required to clear positive and negative balances within Funds that are legally adopted as the Full Faith and Credit (FF&C) Debt Service Fund. Overall, the FF&C Debt Service fund has positive Beginning Working Capital (BWC), but some individual funds within the legal fund have negative BWC or excess funds that need to be transferred and reserved in the County's Debt Reserve Fund. This resolution is creating appropriations to allow for the clean-up of individual debt service funds and ensure the funds net to zero at the end of each fiscal year going forward.

- Fund 539 – Series 2019:
  - This fund ended FY23 with negative BWC due to bank trustee fees. Debt service and fees in this fund are funded through a transfer from the General Fund. The fund requires an additional transfer of approximately \$2,000 to cover the fees and net the fund to zero.
- Fund 541 – Series 2010:
  - Series 2010 has been paid off and Fund 541 closed. There is a balance of approximately \$5 in the fund that needs to be transferred to the Project Development and Debt Reserve Fund.

- Fund 538 – Series 2019:
  - The debt service for Series 2019 is funded by a transfer from Deschutes County 9-1-1 and lease revenue from the State of Oregon. Lease revenue from the State has increased over time and exceeds the debt service payment. Accumulated funds of approximately \$280,000 need to be transferred to the Project Development and Debt Reserve Fund in a reserve for future debt service payments.

**BUDGET IMPACTS:**

If approved, the aforementioned funds and amounts will be adjusted and/or appropriated.

**ATTENDANCE:**

Dan Emerson, Budget and Financial Planning Manager