

# Yamhill County



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## OFFICE OF COUNTY ADMINISTRATOR

May 24, 2021

**KENNETH HUFFER**  
COUNTY ADMINISTRATOR

**JUSTIN HOGUE**  
BUSINESS SERVICES DIRECTOR

TO: Yamhill County Board of Commissioners

FROM: Kenneth Huffer, County Administrator

RE: Request to transfer funds to 040-161 (Capital Reserve Fund – Capital Grants) for expenses incurred for Yamhelas Westsider Bridge Project (Connect Oregon VI and RTP grants funded project)

With the decision to not proceed on the Conditional Use Permit process for the Yamhelas Westsider Trail, the bridge project that was funded by the ODOT Connect Oregon VI and OPRD Recreational Trail Program (RTP) ceased. Both ODOT and OPRD have canceled the grants and therefore, the County is required to repay the amount reimbursed to date and any incurred costs that have not been reimbursed yet, will not be reimbursed. Both projects were 100% grant funded (reimbursement grants) and no county revenues were budgeted for the project. Invoices have been paid to date for a total of \$1,061,255.

To ensure compliance with Oregon Budget Law and to cover all expenses paid to date for this project, the County needs to transfer discretionary revenues to Fund 040-161 (Capital Reserve). There has been sufficient appropriation authority to cover the expenses incurred; however, revenues are required to cover expenses. I have reviewed the County's 2020-21 (current year) budget and determined there are three funds with sufficient discretionary revenue resources to cover these expenses. I am proposing the following transfers of discretionary revenue resources:

- One-time transfer of \$250,000 from Fund 038-056 (Landfill License Reserve) to Fund 040-161 (Capital Reserve).
- One-time transfer of \$250,000 from Fund 050-052 (O&C Fund) to Fund 040-161 (Capital Reserve).
- One-time transfer of \$600,000 from Fund 010-002 (Discretionary Revenues) to Fund 040-161 (Capital Reserve)

The proposed transfers of \$1,100,000 is intended to provide sufficient resources to cover the expenses incurred to date, as well as provide some additional funds for project close out expenses (still to be determined and finalized). Any unspent funds will be transferred back to 010-002.

Attached on the completed and required Request for Transfer forms. The Board will need to consider each transfer as a separate action.

Sincerely,

Kenneth Huffer

Accepted by Yamhill County  
Board of Commissioners on

5/27/21 by Board Order

# 21-195