



AGENDA: REGULAR SESSION

WEDNESDAY, FEBRUARY 21, 2018

WASCO COUNTY BOARD OF COMMISSIONERS

WASCO COUNTY COURTHOUSE, RM #302, 511 WASHINGTON ST, THE DALLES, OR 97058

PUBLIC COMMENT: *Individuals wishing to address the Commission on items not already listed on the Agenda may do so during the first half-hour and at other times throughout the meeting; please wait for the current speaker to conclude and raise your hand to be recognized by the Chair for direction. Speakers are required to give their name and address. Please limit comments from three to five minutes, unless extended by the Chair.*

DEPARTMENTS: Are encouraged to have their issue added to the Agenda in advance. When that is not possible the Commission will attempt to make time to fit you in during the first half-hour or between listed Agenda items.

NOTE: With the exception of Public Hearings, the Agenda is subject to last minute changes; times are approximate – please arrive early. Meetings are ADA accessible. For special accommodations please contact the Commission Office in advance, (541) 506-2520. TDD 1-800-735-2900. If you require an interpreter, please contact the Commission Office at least 7 days in advance.

Las reuniones son ADA accesibles. Por tipo de alojamiento especiales, por favor póngase en contacto con la Oficina de la Comisión de antemano, (541) 506-2520. TDD 1-800-735-2900. Si necesita un intérprete por favor, póngase en contacto con la Oficina de la Comisión por lo menos siete días de antelación.

9:00 a.m.	CALL TO ORDER Items without a designated appointment may be rearranged to make the best use of time. Other matters may be discussed as deemed appropriate by the Board. Corrections or Additions to the Agenda Discussion Items (Items of general Commission discussion, not otherwise listed on the Agenda) Appointments ; January Finance Report ; VSO Annual Reporting Consent Agenda (Items of a routine nature: minutes, documents, items previously discussed.) Minutes : 1.11.2018 Work Session ; 2.7.2018 Regular Session
9:30 a.m.	Sheriff's Report & Budget Adjustment – Lane Magill
9:45 a.m.	Grading Petitions/Road Rally – Arthur Smith
10:05 a.m.	Resiliency Grant Agreement – Debby Jones
10:15 a.m.	Executive Session – Pursuant to ORS 192.660(2)(h) for consultation with legal counsel and/or ORS 192.660(2)(i) to review and evaluate the job performance of an employee
	COMMISSION CALL
	NEW/OLD BUSINESS
	ADJOURN

If necessary, an Executive Session may be held in accordance with: ORS 192.660(2)(a) – Employment of Public Officers, Employees & Agents, ORS 192.660(2)(b) – Discipline of Public Officers & Employees, ORS 192.660(2)(d) – Labor Negotiator Consultations, ORS 192.660(2)(e) – Real Property Transactions, ORS 192.660(2)(f) To consider information or records that are exempt by law from public inspection, ORS 192.660(2)(g) – Trade Negotiations, ORS 192.660(2)(h) – Conferring with Legal Counsel regarding litigation, ORS 192.660(2)(i) – Performance Evaluations of Public Officers & Employees, ORS 192.660(2)(j) – Public Investments, ORS 192.660(2)(m) – Security Programs, ORS 192.660(2)(n) – Labor Negotiations



WASCO COUNTY BOARD OF COMMISSIONERS
REGULAR SESSION
FEBRUARY 21, 2018

PRESENT: Steve Kramer, Chair
Scott Hege, Vice-Chair
Rod Runyon, County Commissioner
STAFF: Tyler Stone, Administrative Officer
Kathy White, Executive Assistant

At 9:00 a.m. Chair Kramer opened the Regular Session with the Pledge of Allegiance.

Changes to the agenda:

- Appointment of a second alternate to the NORCOR Board of Directors
- Ms. Jones will not be here to present on the Resiliency Grant; Ms. White will provide that information.
- Letter of support for the Maupin Broadband/Civic Center project.

Commissioner Runyon explained that it is important to have County representation at all NORCOR meetings and there are times when neither he nor Vice Chair Hege can attend. He stated that a second alternate will help ensure that Wasco County always has a voice at the table.

Public Comment – County Processes

Jim Wilcox of The Dalles commented that he wants to commend the Board of Commissioners, especially Vice Chair Hege, on the improved appeals process for tax evaluation. He stated that the staff is 100% better and the citizen panel is 300% better which has resulted in more reasonable decisions from BOPTA. He added that the process is much friendlier than in the past.

Vice Chair Hege observed that County Assessor Jill Amery had a lot to do with those changes.

Mr. Wilcox went on to say that the County's Land Use and Development

WASCO COUNTY BOARD OF COMMISSIONERS
REGULAR SESSION
FEBRUARY 21, 2018
PAGE 2

Ordinance is very difficult to review. He said that there is a church in Tygh Valley sitting in a residential zone, but in order to turn the property back to residential, there is a 90-day waiting period and an \$800 fee. He stated that he could not find that in the ordinance. He pointed out that if the website contained clear information, citizens could do the work themselves. He said that he wants to make the Board aware of the difficulty and asked that they work to improve the process. He observed that even the real estate community, familiar with land use and zoning, finds the LUDO very challenging.

Commissioner Runyon stated that he has spoken with Planning Director Angie Brewer and Associate Planner Brent Bybee. He said that he agrees it needs to be addressed and the Planning Department is in the process of a comprehensive update to the Ordinance. He went on to explain that any time a conditional use permit is issued, there is a process that must be followed to reverse that circumstance. He added that there are also federal considerations. He suggested that a conversation with Mr. Bybee would be a good place to start and he is hopeful that the review process will help to fix the problem.

Ellie Webb stated that there is an existing building and that the Planning staff needs to look at the property and be more in tune with what is in Wasco County. She added that citizens should get things in writing from the Planning Department as you can get different answers from different planners.

Chair Kramer said that we need to get the County professionals in the room for this discussion. Mr. Wilcox stated that he brought it to the Board to ensure that they actually heard about it.

Vice Chair Hege stated that we know that there are challenges in the LUDO and the real estate community is one of the best resources to identify issues. He pointed out that while the County can make changes, there are some rules that are driven by the state or federal government. He said that while neither staff nor the Board is perfect, the goal is for citizens to have a good experience.

Ms. Webb asked if Administrative Action does not include notifying neighbors and if it trumps the zoning. Vice Chair Hege replied that he does not know the specifics and suggested that she speak with Ms. Brewer. Ms. Webb stated that she tried that and it did not go well.

Discussion Item - Appointments

{{{Vice Chair Hege moved to approve Order 18-003 reappointing Lynne Erickson to the Wasco County Planning Commission. Commissioner Runyon seconded the motion which passed unanimously.}}}

{{{Commissioner Runyon moved to approve Order 18-004 appointing John Hutchison to the Wasco County Investment Committee. Vice Chair Hege seconded the motion which passed unanimously.}}}

{{{Commissioner Runyon moved to appoint Chair Kramer as an alternate to the NORCOR Board of Directors. Vice Chair Hege seconded the motion which passed unanimously.}}}

*****The Board was in consensus for Ms. White to apply their electronic signatures to an order of appointment for Chair Kramer as an alternate representative on the NORCOR Board of Directors.*****

Discussion Item – Finance Report

Finance Director Mike Middleton reviewed the finance report included in the packet.

Commissioner Runyon asked if there are any updates regarding the video poker revenue. Mr. Middleton replied that there are no recent updates; he expects a payment this month.

Agenda Item – Sheriff's Report & Budget Adjustment

Mr. Middleton explained that the Sheriff's Department had an opportunity to purchase NARCAN with a grant that would fully cover the cost. He stated that this adjustment will accept and appropriate those funds. He added that the appropriation request is a little higher than the cost of the medication so as to cover any shipping charges.

Sheriff Magill explained that with the opioid epidemic they face the issue of fentanyl which is being laced into the opioids. He stated that fentanyl is highly dangerous and lethal – a constable died in Canada and three officers in Delaware were hospitalized. He said that in response, the Sheriff's Office has implemented new protocols which include a requirement for two officers to be present for any drugs. The antidote to fentanyl is NARCAN and is being brought

in largely for officer safety although it can be used for citizens as well. Through the grant, the Sheriff's Office will be able to distribute NARCAN to both City Police and NORCOR staff once they have completed required training. He said that have already seen fentanyl in Wasco County. It is primarily manufactured in China and comes to the U.S. by way of the Middle East or Mexico.

Commissioner Runyon asked if all deputies will be trained and carry NARCAN. Sheriff Magill responded that they will. He added that he will be purchasing the nasal application for immediate relief. He stated that training will come through Public Health and Mid-Columbia Fire and Rescue. He noted that the shelf-life of the medication is 2 years and that when they are approaching that threshold, the medication will be moved on to agencies with higher exposure rates.

Sheriff Magill went on to say that he is looking at testing technology that will reduce or eliminate officer exposure. The infrared technology will allow identification of narcotics without having to open the container.

Mr. Stone asked if NARCAN will be a recurring expense. Sheriff Magill replied that they are working with partner agencies to mitigate costs through grant funding.

Mr. Stone asked how the liability issue is being addressed; has our insurance carrier signed off on the use of NARCAN for citizens? Sheriff Magill replied that CIS is aware and supportive but he does not have anything in writing. He added that NARCAN has no known adverse side effects and has been in use since the 1960s. County Counsel Kristen Campbell said that she has a legal conference on Friday and will work through the details. Mr. Stone said that he wants official confirmation.

Mr. Stone asked if we are purchasing for the City. Sheriff Magill stated that the grant is intended to cover the costs for the City and NORCOR but is issued to only one agency. Mr. Middleton added that if we were purchasing for just the County the cost would be approximately \$1,300.

Vice Chair Hege asked if the grant is still in process or has been awarded. Mr. Middleton responded that we have been awarded the grant.

**{{{Vice-Chair Hege moved to approve Resolution 18-003 in the matter of increasing appropriations and additional revenue within a fund.
Commissioner Runyon seconded the motion which passed**

unanimously.}}}

Sheriff Magill reported that his department will be conducting interviews next Monday and Tuesday.

Commissioner Runyon congratulated Sheriff Magill on his recent awards event. Sheriff Magill noted that Vice Chair Hege and his wife, Betsy, received citizenship awards at that event.

Agenda Item – Grading Petitions/Road Rally

Public Works Director Arthur Smith reported that Rally America has submitted an application for the Oregon Trail Rally to take place on April 22nd; this will be year six. Landowners from the previous years are in agreement. He went on to say that the organizers want two new staging areas. He said that last year there was some backlash as the organizers did not follow-through on commitments.

Mr. Smith continued by saying that one of the new staging areas, Fulton Road, has no residents. However, the second requested staging area is on Pleasant Ridge Road and impacts at least eight full-time residents. He stated that he does not support the Pleasant Ridge Road staging area and will likely deny that request.

Commissioner Runyon stated that he believes the Public Works Director should work with citizens for the best outcome. If the organizers bring it to the Board, they will be heard but the Board relies on the judgement of the County Professionals.

Chair Kramer said he does not have a good feeling about the organizers' lack of follow-through. Mr. Smith said he came to the Board to be sure they are aware and are not taken by surprise should the issue come to them individually or as a Board.

Vice Chair Hege asked if the rally itself is going well. Mr. Smith replied that the landowners currently involved still support it on their land.

Mr. Smith reported that over the years, Public Works has received numerous requests for grading of local access roads. Per statute, the County is not required nor does it have the resources to maintain those roads. He said that a citizen called about Dell Road which connects State Road with Hwy 30 and provides sole access to approximately 1,000 acres of public land. He said that

he does not want to take a hardline but there are 105 miles of local access roads in Wasco County and he does not have the staff to maintain those.

Mr. Smith went on to say that a portion of Dell Road was at one time a County road and even after it was vacated, a group of landowners had an agreement with the County to add culverts, grade and gravel the road. Allison Smith contacted him and asked if the County could help. He reiterated that the County is not obligated to maintain the road but because of the public lands access it provides, it is different than most of the other local access roads, some of which are no more than glorified driveways.

Mr. Smith explained that 30 years ago, the County accepted grading petitions from landowners to grade roads with a waiver to hold the County harmless. That practice ended when funding began to dry up. He said that Dell Road has 14 residences but with the 1,000 acres of public land accessed by Dell, many other citizens are using it – that is why it is in such poor condition. He said that the County cannot spend dedicated road dollars on local access roads which in effect become orphan properties. He commended Ms. Smith's tenacity, adding that he does not have a clear answer.

Mr. Stone stated that this would be a 180° policy shift and as has been pointed out, the County cannot address this for all public access roads. He said he believes this deserves some additional discussion. He observed that we can accept it as a public road which has its pros and cons; we need to step very carefully.

Ms. Campbell added that she would like some time to do legal due diligence so as to better advise the Board.

Commissioner Runyon stated that this is definitely a work session topic. He asked how the petition process would work, noting that our financial position in Public Works has improved. Mr. Smith replied that he would have to say he cannot take on even one additional mile – that is the hardline. He said that his greatest worry is that increased costs for healthcare and PERS will consume the additional funds coming in from the State. In addition, the price of oil has risen 20%. He also pointed out that the increase from HB 2017 is spread over a 10 year period.

Vice Chair Hege pointed out that even with the \$1 million increase over the next

10 years, it will not fill the hole left by the loss of timber revenue. He stated that he lives in the same kind of rural area with local access roads. He said that the petition is a good place to start as it does delineate some winners and losers and states that the work will only be performed if the personnel and equipment are available. He said that some of the roads we already maintain might not meet the criteria laid out in the petition. He agreed that bringing this to a work session is a good plan.

Ms. Smith stated that she is here to represent the 14 residences. Although she does not live on Dell, she lives on a road only accessed through Dell. She said she would like to see a map of the all the local access roads for comparison. She noted that the residents do not own the road but have tried to keep it in good condition – it is beyond their capacity. Doug Smith added that he has tried to keep up with the road using his own equipment and is not sure if he is even legally permitted to do so. Ms. Campbell stated that once her research is complete, she will draft a memo accessible to all parties.

Ms. Smith asked to be notified when the topic will go to work session.

Agenda Item – Resiliency Grant

Ms. White read the following email from Youth Think Coordinator Debby Jones.

YouthThink had the opportunity to apply for transformation funding through the Columbia Gorge CCO. Through the application process, YouthThink had the vision of expanding its already successful resiliency building efforts throughout the Gorge region and team up with the Hood River County Prevention Department.

The awarded grant funds, \$119,000, extend over a three-year period and will allow YouthThink the opportunity to continue its work of behavioral health promotion as a way to prevent the future negative effects of risky behaviors such as youth substance use and potential addiction.

Funds will be used to support the efforts of the two counties Prevention Coordinators as well as training and materials. We anticipate spending just over \$50,000 the first year of the grant and the remaining funds split up over years 2 and 3. No new county positions are needed for the project and there is no match requirement.

This is the second funding opportunity that YouthThink has received through the Columbia Gorge CCO. YouthThink was awarded a \$20,000 grant in 2014, which assisted in our initial efforts of upstream prevention and behavioral health promotion.

{{{Commissioner Runyon moved to approve the Building Resiliency in the Columbia Gorge Grant Agreement. Vice Chair Hege seconded the motion which passed unanimously.}}}

It was determined that there was not a need for legal updates and not enough time to complete the employee review. Therefore, the executive session was cancelled.

Commission Call

Vice Chair Hege stated that the new plans for the Pine Hollow recreation area are for ODFW to take on the north ramp on a reduced scale and the Marine Board to fund repairs to the south ramp. Both projects will need the support of the County. He said that he has been working to help facilitate the projects and anticipates that they will come to the Board in the near future.

Chair Kramer adjourned the session at 10:31 a.m.

Summary of Actions

MOTIONS

- **To approve Order 18-003 reappointing Lynne Erickson to the Wasco County Planning Commission.**
- **To approve Order 18-004 appointing John Hutchison to the Wasco County Investment Committee.**
- **To appoint Chair Kramer as an alternate to the NORCOR Board of Directors.**
- **To approve Resolution 18-003 in the matter of increasing appropriations and additional revenue within a fund.**
- **To approve the Building Resiliency in the Columbia Gorge Grant Agreement.**

CONSENSUS

- **For Ms. White to apply their electronic signatures to an order of**

**appointment for Chair Kramer as an alternate representative on the
NORCOR Board of Directors.**

Wasco County
Board of Commissioners



Steven D. Kramer, Board Chair

Scott C. Hege, Vice-Chair



Rod L. Runyon, County Commissioner



DISCUSSION LIST

[APPOINTMENTS](#) – KATHY WHITE

[JANUARY FINANCE REPORT](#) – MIKE MIDDLETON

[VSO REPORT](#) – INFORMATIONAL, NO PRESENTATION



DISCUSSION ITEM

Appointments

[STAFF MEMO](#)

[ORDER 18-003 REAPPOINTING LYNNE ERICKSON TO THE WASCO COUNTY
PLANNING COMMISSION](#)

[STAFF MEMO](#)

[ORDER 18-004 APPOINTING JOHN HUTCHISON TO THE WASCO COUNTY
INVESTMENT COMMITTEE](#)



MEMORANDUM

SUBJECT: WASCO COUNTY PLANNING COMMISSION REAPPOINTMENT

TO: BOARD OF COUNTY COMMISSIONERS

FROM: KATHY WHITE

DATE: 2.14.2018

BACKGROUND INFORMATION:

In July, 2017, Lynne Erickson was appointed to the Wasco County Planning Commission to complete the term of Andrew Meyers who had submitted his resignation. I failed to add her to the tracking sheet when she was appointed and therefore she was not reappointed at the end of Mr. Meyer's term (December 31, 2017). So as not to invalidate any votes she may have cast during the last 6 weeks and because the reappointment was not made due to an oversight rather than any substantive reason, I have written the order to reappoint her retroactive to January 1, 2018.



IN THE BOARD OF COMMISSIONERS OF THE STATE OF OREGON

IN AND FOR THE COUNTY OF WASCO

IN THE MATTER OF THE REAPPOINTMENT OF LYNNE ERICKSON TO THE WASCO COUNTY PLANNING COMMISSION, POSITION #4

ORDER #18-003

NOW ON THIS DAY, the above-entitled matter having come on regularly for consideration, said day being one duly set in term for the transaction of public business and a majority of the Board of Commissioners being present; and

IT APPEARING TO THE BOARD: Lynne Erickson's appointment to the Wasco County Planning Commission expired December 31, 2017; and

IT FURTHER APPEARING TO THE BOARD: That Lynne Erickson's reappointment should have taken place prior to expiration; and

IT FURTHER APPEARING TO THE BOARD: That Lynne Erickson is willing and is qualified to be reappointed to the Wasco County Planning Commission.

NOW, THEREFORE, IT IS HEREBY ORDERED: That Lynne Erickson be and is hereby reappointed to the Wasco County Planning Commission Position #4 retroactive to January 1, 2018; said term to expire on December 31, 2021.

DATED this 7th day of February, 2018.

APPROVED AS TO FORM:

Kristen Campbell, County Counsel

WASCO COUNTY BOARD OF COMMISSIONERS:

Steven D. Kramer, Commission Chair

Scott C. Hege, Vice Chair

Rod L. Runyon, County Commissioner



MEMORANDUM

SUBJECT: WASCO COUNTY INVESTMENT COMMITTEE APPOINTMENT

TO: BOARD OF COUNTY COMMISSIONERS

FROM: KATHY WHITE

DATE: 2.16.2018

BACKGROUND INFORMATION:

In July, 2017, the Board adopted an investment policy which includes a provision for the establishment of an Investment Committee as follows:

iii. Investment Committee

The Board of Commissioners may seek to establish an investment committee to provide guidance to the Investment Officer(s) and monitor investment policy compliance. The Investment Committee should consist of at least three (3) members at a minimum. The Treasurer is the committee chair and the committee should also have one (1) Commissioner and one other member of the public selected by the Board of Commissioners.

In October, 2017, the Board appointed the County Treasurer and County Commissioner Scott Hege to serve on the Wasco County Investment Committee. The Wasco County Investment Committee which requires a minimum of three members is currently lacking a member of the public; this appointment will complete the membership requirements allowing the Committee to begin functioning. As the Investment Policy does not set a term for Committee member appointments, members are appointed to serve at the pleasure of the Board.



IN THE BOARD OF COMMISSIONERS OF THE STATE OF OREGON

IN AND FOR THE COUNTY OF WASCO

IN THE MATTER OF THE APPOINTMENT OF JOHN HUTCHISON TO THE WASCO COUNTY INVESTMENT COMMITTEE

ORDER #18-004

NOW ON THIS DAY, the above-entitled matter having come on regularly for consideration, said day being one duly set in term for the transaction of public business and a majority of the Board of Commissioners being present; and

IT APPEARING TO THE BOARD: That on July 19, 2017, the Wasco County Board of Commissioners adopted an Investment Policy that allows for the establishment of an Investment Committee; and

IT FURTHER APPEARING TO THE BOARD: The Wasco County Investment Policy stated that the Investment Committee should consist of at least three members – the County Treasurer, a County Commissioner and one member of the public ; and

IT FURTHER APPEARING TO THE BOARD: That John Hutchison is willing and qualified to be appointed to the Wasco County Investment Committee as the public member.

NOW, THEREFORE, IT IS HEREBY ORDERED: That John Hutchison be and is hereby reappointed to the Wasco County Investment Committee to serve at the pleasure of the Board.

DATED this 21st day of February, 2018.

APPROVED AS TO FORM:

WASCO COUNTY BOARD OF COMMISSIONERS

Kristen Campbell, County Counsel

Steven D. Kramer, Commission Chair

Scott C. Hege, Vice-Chair

Rod L. Runyon, County Commissioner



DISCUSSION ITEM

Finance Report

[JANUARY REPORT](#)

[JANUARY FINANCIALS](#)

[FEBRUARY RECONCILIATION SUMMARY REPORT](#)

Wasco County Financial Report – For January 2018

This report covers through January 2018. The information is unaudited at this point and is subject to adjustments. These reports are created with the intention of aiding management of the County financially but are not final. The current fiscal year has completed seven (7) months of the year which means a straight-line assumption of budget execution is 7/12 or 58.3%. This is just a guideline as many revenues and expenses are not uniform month to month.

Discussion of Revenue

General Fund

- Property Taxes are currently \$8,210,356 – this is \$299K more than last fiscal year at this time. This is a 3.8% increase in the year to year comparison. The budget execution is 92.3% compared to 92.0% last fiscal year.
- The License Fees and Permits for non-departmental resources are down \$38K over last year. This is due to the timing of receipts as has been noted in prior financial reports. This is due to receipting 13 payments in against FY17 based on the timing of receipts. The net effect was to record \$102K additional revenue in FY17 instead of FY18. If the timing of the receipts had put the funds in FY18, the revenue would be ahead of the budgeted amount by \$64K – a gain of \$21K over last month.
- Intergovernmental Revenue – Non-Single Audit is \$26K above last year at this time. The current Intergovernmental Revenue – Single Audit does not have any revenue yet as this is normal. Typically the revenue comes in around March.
- Investment earnings are \$62K more than last fiscal year. This is due to a large interest payout from the investing efforts. The interest from the investments was \$55K and all was allocated to the General Fund. This may change in the future as the investment is allocated between funds.
- There has been no change in transfers as of 1/31/18. No additional Video Poker funds have come in to be transferred to the General Fund.
- The Information Technology fund has generated \$15K more revenue than last fiscal year at this time due to a budget execution of 79.4% compared to last year's execution being at 66.0%. The budgeted revenue has already been exceeded in Map Production Fees by \$4K. Recording Fees are also \$19K above last fiscal year. The only "missed" projected revenue was \$8,000 in Miscellaneous. Nothing has been categorized here.
- Facilities is \$44K ahead of last year on revenue due to Rents. The rental revenue budget execution is 57.3% so is right on the mark for a straight-line comparison. This will disappear as the rent from the Annex C was not caught up in FY17 until February.
- Administration revenue is down as the Pass-Through Grants revenue is \$20K less than last FY at this point.
- Planning Licenses Fees & Permits are at 106.9% budget execution vs 64.5% last year at the same time. The year over year increase is \$42K and is all due to the Land Use Permits coming in at \$43K more than last year. The National Scenic Area grant was included in FY17 revenue due to

timing and accrual rules. If this had been in FY18 as expected, the General Fund Planning Revenue would be \$43K over last year at this time.

Public Works Fund

- Closing out the Weed and Pest fund came in at \$195K transfer in as addressed in prior reports.
- The STP Fund Exchange revenue (part of the Intergovernmental – Non-Single Audit revenue) is budgeted for \$267K, but has not come in yet. It can in last year around January, but has not arrived in this fiscal year yet.
- Charges for Services are at 87.2% budget execution. This is expected to continue. At the current date, this has resulted in \$38K more revenue than last year at this time.
- Weed & Pest revenue is coming in, currently the revenue is at a budget execution of 48.3%. This is a little under the straight-line assumption for comparison, but is good. Only one significant contract remains that has not received any payments on it. This is the State Sub Contract budgeted at \$65K. December reporting placed the revenue at 22%, so this is a significant improvement.

911 Communications Fund

- Projected phone tax is at 51% budget execution. A January disbursement is normal, but did not happen this January so Finance is watching for a February disbursement.
- Charges from Services have a budget execution of 43.9%. This is primarily due to timing of payments.

Community Corrections Fund

- Client Fees are \$20K more than last year as of the end of January – budget execution is 68.0% vs 55.2% last fiscal year.
- Grant revenue as a whole is \$40K ahead of last year as of the end of January with a budget execution of 80.4%. O
- Overall Community Corrections is performing very well in regards to revenues.

Museum

- Current total revenues are \$32K less than last year (ignoring the beginning fund balance). But part of the revenue in FY17 was due to a one-time grant of \$35K. This means the Museum is currently \$3K ahead of last year when the grant is taken into consideration.

Reserve Funds

- Several reserve fund have revenues at 100% of budget execution. This is due to the full transfers for the fiscal year being moved instead of a slower monthly level amount.

Other Funds

- Nothing significant that has not already been reported.

Discussion of Expense

General Fund

- Most expenses are within the straight-line spending expectation (58.3%)
- Non-departmental expenditures are at 96.7% budget execution due to nearly all the scheduled transfers begin completed.
- The Norcor payments are at 66.1% of budget execution. This is due to the February payment already being made as of January 31st. This seems to be the pattern and does conform to the budgeted projection.
- The Prevention Division – Youth Services is at a budget execution of 65.2%. The problem has been presented in prior financial reports and Finance has been watching the budget closely. It has reached the point where a budget change will need to be done. Currently, Personnel is at an execution of 66.6% while the straight-line assumed rate is 58.3%. This means the Personnel budget for Youth Services was missed by over a full month's worth of personnel expense (8.3%). Finance will be bringing a budget change request to the next Board of County Commissioners meeting on March 7th. The change request will be for \$76,000 increase in Personnel expense which is 14% of the Youth Services adopted budget so a budget hearing will be required.

Public Works Fund

- Public Works Materials & Services are at 55.3% of budget execution – last fiscal year was 52.0% at the same time. The rate is still within the expected straight-line budget execution.
- Public Works Personnel is at a budget execution of 50.7% vs 58.0% last year.
- Weed and Pest is at an overall budget execution of 45.2% This is good as it matches up well with the revenue executing at 48.3%.

County Fair Fund

- There has been no overall change in the rates from last month. 73.1% of the budget has been executed. Last month, utilities were pointed out as being very high and still are. Budget execution is at 82.4% already. This is almost \$4K more than last year at this time. Finance has done a review of the utilities to see if the allocation between Parks and Fair is not being done. The review shows the allocations are appropriate. Further analysis is being done.

Weed and Pest

- This fund was discussed las month – the only cost is the transfer out to Public Works fund to close out this fund.

911 Reserve

- This fund has been fully expended. Budget execution is at 100%. This was the intended result of making up the funding shortage in the 911 Communications Fund and payment on the new Harris consoles.

All Other Funds

- Transfers have been completed and this has thrown off the budget execution rate in the reserve in several funds overall.
- Nothing else to note.

Summary

Overall, Personnel costs across all funds are at 56.1% of budget execution. The overall increase between FY18 and FY17 is \$259K as of January 31st. Currently, the only personnel expense raising concern is for the Youth Services in the General Fund. This will be addressed at the next BOCC meeting.

Materials & Services across all funds is at 56.5% to date. This is \$214K more than last year at this time. This is trending progress as last month the difference was \$633K. All the funds except three (3) are under the straight-line assumption. The funds above this execution rate do not have an even spend through the year (Fair fund, Special Economic Development) or are ahead on a significant payment (Community Corrections has made the February Norcor payment).

Capital Outlay is \$305K more than last fiscal year at this point. Current Capital Outlay major items are the new building (\$274K) and paying for the new 911 Consoles (\$310K). Additionally, the CDBG fund expended \$29K towards capital outlay. This is unchanged from the December report.

Transfers across the organization balance – transfers in equal transfers out. 94.0% of the transfer budgets have been executed. Remaining transfers are on pace to be completed except the \$75K from Forest Health Fund. This transfer only occurs if there are reimbursable expenses incurred. So far there have been none.



Wasco County Monthly Report

General Fund Revenue - January 2018

Filters

Fd	101
Cat	(Multiple Items)

Data

Account	Current Budget	Current Actual YTD	Prior Year Actual YTD	Current Year Budget Executed	Prior Year Budget Executed	Year to Year % Change	Current Year - Prior Year
Revenue							
GENERAL FUND							
NON-DEPARTMENTAL RESOURCES-R							
GENERAL FUND RESOURCES-R							
PROPERTY TAXES-R	8,890,966	8,210,356	7,911,810	92.3%	92.0%	3.8%	298,546.03
LICENSES FEES & PERMITS-R							
FRANCHISE FEES	35,000	7,645	15,172	21.8%	42.7%	-49.6%	(7,527.11)
LANDFILL LICENSE FEE	110,548	140,296	63,732	126.9%	63.1%	120.1%	76,564.55
SOLID WASTE HOST FEE	840,000	439,398	546,736	52.3%	73.9%	-19.6%	(107,337.48)
LICENSES FEES & PERMITS-R Total	985,548	587,339	625,639	59.6%	71.4%	-6.1%	(38,300.04)
INTERGOV'T REV - NON SINGLE AUDIT-R	516,850	390,305	364,385	75.5%	68.9%	7.1%	25,920.06
INTERGOV'T REV - SINGLE AUDIT-R	3,200	-	-	0.0%	0.0%	#DIV/0!	-
INVESTMENT EARNINGS-R	40,200	94,753	37,440	235.7%	116.3%	153.1%	57,312.90
RENTS-R	10,135	6,485	1,344	64.0%	100.7%	382.7%	5,141.63
MISCELLANEOUS-R	141,501	125,118	111,474	88.4%	83.0%	12.2%	13,643.81
TRANSFERS IN-R	664,300	454,127	865,014	68.4%	55.9%	-47.5%	(410,887.83)
GENERAL FUND RESOURCES-R Total	11,252,700	9,868,483	9,917,106	87.7%	84.6%	-0.5%	(48,623.44)
NON-DEPARTMENTAL RESOURCES-R Total	11,252,700	9,868,483	9,917,106	87.7%	84.6%	-0.5%	(48,623.44)
ASSESSMENT & TAXATION-R	20,800	25,374	24,112	122.0%	137.4%	5.2%	1,261.93
COUNTY CLERK-R							
COUNTY CLERK-R	125,850	98,500	99,156	78.3%	78.9%	-0.7%	(655.75)
ELECTIONS-R	8,350	2,641	1,546	31.6%	17.0%	70.8%	1,094.52
COUNTY CLERK-R Total	134,200	101,141	100,702	75.4%	74.8%	0.4%	438.77
SHERIFF-R							
EMERGENCY MANAGEMENT-R	58,965	17,672	24,134	30.0%	21.8%	-26.8%	(6,461.79)
MARINE PATROL-R	55,828	54,946	26,226	98.4%	50.3%	109.5%	28,719.36



Wasco County Monthly Report

General Fund Revenue - January 2018

Account	Current Budget	Current Actual YTD	Prior Year Actual YTD	Current	Prior Year	Year to	Current Year - Prior Year
				Year Budget Executed	Budget Executed	Year % Change	
LAW ENFORCEMENT-R	228,010	141,189	131,053	61.9%	46.2%	7.7%	10,135.28
SHERIFF-R Total	342,803	213,806	181,413	62.4%	40.7%	17.9%	32,392.85
ADMINISTRATIVE SERVICES-R							
INFORMATION TECHNOLOGY-R	107,250	85,193	70,117	79.4%	66.0%	21.5%	15,075.06
EMPLOYEE & ADMINISTRATIVE SERVICES-R	3,650	5,195	4,016	142.3%	151.5%	29.4%	1,178.83
FACILITIES-R	243,349	139,463	95,317	57.3%	32.9%	46.3%	44,145.98
ADMINISTRATIVE SERVICES-R Total	354,249	229,850	169,450	64.9%	42.5%	35.6%	60,399.87
ADMINISTRATION-R	279,850	133,212	156,743	47.6%	53.3%	-15.0%	(23,530.54)
DISTRICT ATTORNEY-R	229,943	79,918	77,201	34.8%	44.3%	3.5%	2,716.56
PLANNING-R	192,272	106,701	109,007	55.5%	74.6%	-2.1%	(2,306.30)
PUBLIC WORKS-R	14,065	11,560	6,775	82.2%	42.2%	70.6%	4,785.00
PREVENTION DIVISION-R	42,300	23,754	22,935	56.2%	53.0%	3.6%	818.84
GENERAL FUND Total	12,863,182	10,793,799	10,765,445	83.9%	80.4%	0.3%	28,353.54
Revenue Total	12,863,182	10,793,799	10,765,445	83.9%	80.4%	0.3%	28,353.54



Wasco County Monthly Report

General Fund - Expenditures - January 2018

Filters

Fd	101
Cat	(Multiple Items)

Data

Account	Current Budget	Current Actual YTD	Prior Year Actual YTD	Current Year Budget Executed	Prior Year Budget Executed	Year to Year % Change	Current Year - Prior Year
Expense							
GENERAL FUND							
ASSESSMENT & TAXATION-E	764,985	441,187	421,654	57.7%	49.4%	4.6%	19,533.35
COUNTY CLERK-E							
COUNTY CLERK-E	219,022	130,468	126,276	59.6%	55.5%	3.3%	4,191.68
ELECTIONS-E	102,999	45,385	76,074	44.1%	64.8%	-40.3%	(30,688.62)
COUNTY CLERK-E Total	322,021	175,853	202,350	54.6%	58.7%	-13.1%	(26,496.94)
SHERIFF-E							
EMERGENCY MANAGEMENT-E	137,115	52,422	95,200	38.2%	68.1%	-44.9%	(42,777.51)
MARINE PATROL-E	56,694	25,007	24,799	44.1%	49.2%	0.8%	207.76
LAW ENFORCEMENT-E	2,186,464	1,237,063	1,167,543	56.6%	54.5%	6.0%	69,519.96
SHERIFF-E Total	2,380,273	1,314,492	1,287,542	55.2%	55.2%	2.1%	26,950.21
ADMINISTRATIVE SERVICES-E							
INFORMATION TECHNOLOGY-E	998,708	507,619	491,078	50.8%	52.2%	3.4%	16,540.13
COUNTY COMMISSION-E	206,989	120,300	113,204	58.1%	57.2%	6.3%	7,095.88
EMPLOYEE & ADMINISTRATIVE SERVICES-E	892,779	463,182	454,223	51.9%	50.2%	2.0%	8,959.52
FACILITIES-E	914,088	370,630	418,096	40.5%	43.9%	-11.4%	(47,466.01)
ADMINISTRATIVE SERVICES-E Total	3,012,564	1,461,731	1,476,602	48.5%	49.3%	-1.0%	(14,870.48)
ADMINISTRATION-E							
ADMINISTRATION-E	715,800	344,589	435,978	48.1%	48.4%	-21.0%	(91,389.29)
PASS-THROUGH GRANTS-E	171,885	85,680	114,702	49.8%	61.6%	-25.3%	(29,021.97)
NORCOR-E	1,469,748	971,486	1,286,944	66.1%	66.2%	-24.5%	(315,457.47)
VETERANS-E	152,070	84,019	84,087	55.3%	57.9%	-0.1%	(68.24)
SPECIAL PAYMENTS-E	433,685	250,981	253,211	57.9%	62.1%	-0.9%	(2,229.78)
ADMINISTRATION-E Total	2,943,188	1,736,754	2,174,921	59.0%	60.7%	-20.1%	(438,166.75)
DISTRICT ATTORNEY-E	700,904	336,594	321,280	48.0%	55.7%	4.8%	15,314.07
PLANNING-E	752,362	412,717	376,005	54.9%	49.5%	9.8%	36,711.74
PUBLIC WORKS-E	50,242	24,705	34,771	49.2%	51.4%	-28.9%	(10,065.64)



Wasco County Monthly Report

General Fund - Expenditures - January 2018

Account	Current Budget	Current Actual YTD	Prior Year Actual YTD	Current Year Budget Executed	Prior Year Budget Executed	Year to Year % Change	Current Year - Prior Year
PREVENTION DIVISION-E							
YOUTH SERVICES-E	542,723	353,975	312,747	65.2%	58.6%	13.2%	41,227.96
PREVENTION DIVISION-E Total	542,723	353,975	312,747	65.2%	58.6%	13.2%	41,227.96
NON-DEPARTMENTAL EXPENDITURES-E							
GENERAL FUND EXPENDITURES-E							
TRANSFERS OUT-E							
TRANSFER TO 911 COMMUNICATIONS FUND	183,987	107,326	140,678	58.3%	53.9%	-23.7%	(33,352.06)
TRANSFER TO CAP ACQUISITION FUND	700,000	700,000	525,000	100.0%	58.3%	33.3%	175,000.00
TRANSFER TO COUNTY FAIR FUND	29,000	29,000	16,917	100.0%	58.3%	71.4%	12,083.31
TRANSFER TO FACILITIES CAPITAL REPLACEME	700,000	700,000	525,000	100.0%	58.3%	33.3%	175,000.00
TRANSFER TO OPERATING RESERVE	700,000	700,000	466,667	100.0%	58.3%	50.0%	233,333.31
TRANSFERS TO MUSEUM FUND	17,500	17,500	10,208	100.0%	58.3%	71.4%	7,291.69
TRANSFERS OUT-E Total	2,330,487	2,253,826	1,684,470	96.7%	57.9%	33.8%	569,356.25
GENERAL FUND EXPENDITURES-E Total	2,330,487	2,253,826	1,684,470	96.7%	57.9%	33.8%	569,356.25
NON-DEPARTMENTAL EXPENDITURES-E Total	2,330,487	2,253,826	1,684,470	96.7%	57.9%	33.8%	569,356.25
GENERAL FUND Total	13,799,749	8,511,835	8,292,341	61.7%	55.5%	2.6%	219,493.77
Expense Total	13,799,749	8,511,835	8,292,341	61.7%	55.5%	2.6%	219,493.77



Wasco County Monthly Report

Public Works - Revenue Expense - January 2018

Filters

Fd	202
Cat	(Multiple Items)

Data

Account	Current Budget	Current Actual YTD	Prior Year Actual YTD	Current Year Budget Executed	Prior Year Budget Executed	Year to Year % Change	Current Year - Prior Year
Revenue							
PUBLIC WORKS FUND							
NON-DEPARTMENTAL RESOURCES-R							
PUBLIC WORKS RESOURCES-R							
INVESTMENT EARNINGS-R	35,000	19,849	25,943	56.7%	109.9%	-23.5%	(6,093.62)
TRANSFERS IN-R	220,495	194,658	-	88.3%	#DIV/0!	#DIV/0!	194,657.55
INTERNAL SERVICES-R	3,180	1,855	1,855	58.3%	58.3%	0.0%	-
PUBLIC WORKS RESOURCES-R Total	258,675	216,362	27,798	83.6%	103.8%	678.3%	188,563.93
NON-DEPARTMENTAL RESOURCES-R Total	258,675	216,362	27,798	83.6%	103.8%	678.3%	188,563.93
PUBLIC WORKS-R							
PUBLIC WORKS-R							
LICENSES FEES & PERMITS-R	8,500	6,681	6,231	78.6%	62.3%	7.2%	450.00
INTERGOV'T REV - NON SINGLE AUDIT-R	2,291,519	978,581	1,306,828	42.7%	55.1%	-25.1%	(328,247.03)
INTERGOV'T REV - SINGLE AUDIT-R	122,768	174	550	0.1%	0.5%	-68.3%	(375.36)
MISCELLANEOUS-R	1,000	11,802	4,765	1180.2%	476.5%	147.7%	7,036.46
SALE OF FIXED ASSETS-R	10,000	401	-	4.0%	0.0%	#DIV/0!	401.25
CHARGES FOR SERVICES-R	160,000	139,547	101,567	87.2%	51.8%	37.4%	37,979.71
PUBLIC WORKS-R Total	2,593,787	1,137,186	1,419,941	43.8%	52.8%	-19.9%	(282,754.97)
WEED & PEST-R							
CHARGES FOR SERVICES-R	220,000	106,220	-	48.3%	#DIV/0!	#DIV/0!	106,220.21
WEED & PEST-R Total	220,000	106,220	-	48.3%	#DIV/0!	#DIV/0!	106,220.21
PUBLIC WORKS-R Total	2,813,787	1,243,407	1,419,941	44.2%	52.8%	-12.4%	(176,534.76)
PUBLIC WORKS FUND Total	3,072,462	1,459,768	1,447,739	47.5%	53.3%	0.8%	12,029.17
Revenue Total	3,072,462	1,459,768	1,447,739	47.5%	53.3%	0.8%	12,029.17

Expense

PUBLIC WORKS FUND



Wasco County Monthly Report

Public Works - Revenue Expense - January 2018

Account	Current Budget	Current Actual YTD	Prior Year Actual YTD	Current Year Budget Executed	Prior Year Budget Executed	Year to Year % Change	Current Year - Prior Year
PUBLIC WORKS-E							
PUBLIC WORKS-E							
PERSONAL SERVICES-E	1,873,929	950,511	942,248	50.7%	58.0%	0.9%	8,263.63
MATERIALS & SERVICES-E	1,247,740	689,694	692,373	55.3%	52.0%	-0.4%	(2,678.26)
CAPITAL OUTLAY-E	235,000	7,659	-	3.3%	0.0%	#DIV/0!	7,659.00
PUBLIC WORKS-E Total	3,356,669	1,647,865	1,634,620	49.1%	51.3%	0.8%	13,244.37
WEED & PEST-E							
PERSONAL SERVICES-E	98,236	63,540	-	64.7%	#DIV/0!	#DIV/0!	63,540.41
MATERIALS & SERVICES-E	158,400	63,894	-	40.3%	#DIV/0!	#DIV/0!	63,893.98
CAPITAL OUTLAY-E	25,000	-	-	0.0%	#DIV/0!	#DIV/0!	-
WEED & PEST-E Total	281,636	127,434	-	45.2%	#DIV/0!	#DIV/0!	127,434.39
PUBLIC WORKS-E Total	3,638,305	1,775,299	1,634,620	48.8%	51.3%	8.6%	140,678.76
NON-DEPARTMENTAL EXPENDITURES-E							
PUBLIC WORKS EXPENDITURES-E	2,000,000	2,000,000	-	100.0%	#DIV/0!	#DIV/0!	2,000,000.00
NON-DEPARTMENTAL EXPENDITURES-E Total	2,000,000	2,000,000	-	100.0%	#DIV/0!	#DIV/0!	2,000,000.00
PUBLIC WORKS FUND Total	5,638,305	3,775,299	1,634,620	67.0%	51.3%	131.0%	2,140,678.76
Expense Total	5,638,305	3,775,299	1,634,620	67.0%	51.3%	131.0%	2,140,678.76



Wasco County Monthly Report

All Funds Revenue Expense Summary - January 2018

Filters

Fd	(Multiple Items)
Cat	(Multiple Items)

Data							
Account	Current Budget	Current Actual YTD	Prior Year Actual YTD	Current Year Budget Executed	Prior Year Budget Executed	Year to Year % Change	Current Year - Prior Year
Revenue							
911 COMMUNICATIONS FUND	1,042,906	508,156	779,072	48.7%	78.3%	-34.8%	(270,915.82)
911 EQUIPMENT RESERVE	1,500	1,314	1,214	87.6%	101.2%	8.3%	100.49
CDBG GRANT FUND	5,243,672	10,536	145,159	0.2%	2.6%	-92.7%	(134,622.87)
CLERK RECORDS FUND	7,475	6,096	6,079	81.6%	81.9%	0.3%	16.95
COMMUNITY CORRECTIONS FUND	1,537,000	1,228,302	1,166,857	79.9%	77.5%	5.3%	61,444.73
COUNTY FAIR FUND	202,150	123,134	107,725	60.9%	63.5%	14.3%	15,408.46
COUNTY SCHOOL FUND	287,200	69,698	64,469	24.3%	23.0%	8.1%	5,229.14
COURT FACILITIES SECURITY FUND	27,600	11,355	15,103	41.1%	391.8%	-24.8%	(3,747.84)
DISTRICT ATTORNEY	4,100	1,965	2,758	47.9%	106.1%	-28.8%	(793.14)
FACILITY CAPITAL RESERVE	714,000	719,470	534,974	100.8%	58.7%	34.5%	184,496.09
FOREST HEALTH PROGRAM FUND	380	1,658	505	436.3%	132.8%	228.4%	1,153.09
GENERAL FUND	12,863,182	10,793,799	10,765,445	83.9%	80.4%	0.3%	28,353.54
GENERAL OPERATING RESERVE	714,000	720,600	477,852	100.9%	58.8%	50.8%	242,747.27
HOUSEHOLD HAZARDOUS WASTE FUND	327,300	207,212	174,070	63.3%	52.5%	19.0%	33,142.35
KRAMER FIELD FUND	165	201	167	121.7%	101.3%	20.1%	33.66
LAND CORNER PRESERVATION FUND	34,500	20,554	20,194	59.6%	62.2%	1.8%	360.67
LAW LIBRARY FUND	30,700	24,891	26,279	81.1%	102.3%	-5.3%	(1,388.03)
MUSEUM	92,700	60,586	79,360	65.4%	70.6%	-23.7%	(18,773.75)
PARKS FUND	82,575	52,147	55,911	63.2%	79.5%	-6.7%	(3,764.57)
PUBLIC WORKS FUND	3,072,462	1,459,768	1,447,739	47.5%	53.3%	0.8%	12,029.17
ROAD RESERVE FUND	2,017,000	2,027,000	14,240	100.5%	94.9%	14134.8%	2,012,759.76
SPECIAL ECON DEV PAYMENTS FUND	1,242,200	1,107,752	1,148,611	89.2%	92.5%	-3.6%	(40,859.01)
WEED & PEST CONTROL FUND	-	2	62,324	#DIV/0!	29.1%	-100.0%	(62,322.29)
YOUTH THINK FUND	160,963	40,567	46,662	25.2%	31.6%	-13.1%	(6,095.54)
CAPITAL ACQUISITIONS FUND	715,000	718,544	536,278	100.5%	58.8%	34.0%	182,265.79



Wasco County Monthly Report

All Funds Revenue Expense Summary - January 2018

Account	Current Budget	Current Actual YTD	Prior Year Actual YTD	Current Year Budget Executed	Prior Year Budget Executed	Year to Year % Change	Current Year - Prior Year
Revenue Total	30,420,730	19,915,306	17,679,048	65.5%	60.2%	12.6%	2,236,258.30
Expense							
911 COMMUNICATIONS FUND	1,054,325	602,078	582,217	57.1%	58.2%	3.4%	19,860.98
911 EQUIPMENT RESERVE	91,795	91,795	-	100.0%	0.0%	#DIV/0!	91,795.00
CDBG GRANT FUND	5,365,122	29,484	53,446	0.5%	1.0%	-44.8%	(23,962.77)
CLERK RECORDS FUND	18,500	3,129	-	16.9%	0.0%	#DIV/0!	3,129.38
COMMUNITY CORRECTIONS FUND	1,739,204	983,495	697,827	56.5%	36.7%	40.9%	285,668.24
COUNTY FAIR FUND	187,313	136,874	133,293	73.1%	59.6%	2.7%	3,580.88
COUNTY SCHOOL FUND	312,550	-	-	0.0%	0.0%	#DIV/0!	-
COURT FACILITIES SECURITY FUND	43,000	2,482	-	5.8%	0.0%	#DIV/0!	2,482.22
DISTRICT ATTORNEY	17,400	6,611	4,741	38.0%	22.2%	39.5%	1,870.54
FACILITY CAPITAL RESERVE	3,429,005	-	14,583	0.0%	0.5%	-100.0%	(14,583.31)
FOREST HEALTH PROGRAM FUND	75,000	-	43,750	0.0%	56.7%	-100.0%	(43,750.00)
GENERAL FUND	13,799,749	8,511,835	8,292,341	61.7%	55.5%	2.6%	219,493.77
GENERAL OPERATING RESERVE	3,607,552	218,205	-	6.0%	0.0%	#DIV/0!	218,205.00
HOUSEHOLD HAZARDOUS WASTE FUND	356,801	165,878	160,828	46.5%	40.5%	3.1%	5,050.08
KRAMER FIELD FUND	33,434	-	-	0.0%	0.0%	#DIV/0!	-
LAND CORNER PRESERVATION FUND	23,421	14,201	36,298	60.6%	52.2%	-60.9%	(22,097.05)
LAW LIBRARY FUND	46,984	12,869	12,282	27.4%	25.6%	4.8%	587.24
MUSEUM	106,230	38,339	43,226	36.1%	15.7%	-11.3%	(4,887.38)
PARKS FUND	74,562	30,919	24,268	41.5%	28.5%	27.4%	6,650.64
PUBLIC WORKS FUND	5,638,305	3,775,299	1,634,620	67.0%	51.3%	131.0%	2,140,678.76
ROAD RESERVE FUND	4,850,437	-	-	0.0%	0.0%	#DIV/0!	-
SPECIAL ECON DEV PAYMENTS FUND	1,306,283	1,133,468	1,221,414	86.8%	57.3%	-7.2%	(87,946.07)
WEED & PEST CONTROL FUND	220,495	194,797	124,485	88.3%	49.3%	56.5%	70,312.22
YOUTH THINK FUND	163,659	70,224	79,519	42.9%	37.9%	-11.7%	(9,295.50)
CAPITAL ACQUISITIONS FUND	3,709,600	273,838	-	7.4%	0.0%	#DIV/0!	273,838.00
Expense Total	46,270,726	16,295,820	13,159,139	35.2%	31.2%	23.8%	3,136,680.87



Wasco County Monthly Report

Personnel - All Funds - January 2018

Filters

Fd	(Multiple Items)
Cat	(Multiple Items)

Data							
Account	Current Budget	Current Actual YTD	Prior Year Actual YTD	Current Year Budget Executed	Prior Year Budget Executed	Year to Year % Change	Current Year - Prior Year
Expense							
GENERAL FUND							
ASSESSMENT & TAXATION-E	674,206	394,265	379,152	58.5%	49.5%	4.0%	15,113.32
COUNTY CLERK-E	266,274	158,327	158,185	59.5%	56.9%	0.1%	142.97
SHERIFF-E	2,074,603	1,183,589	1,114,474	57.1%	55.8%	6.2%	69,114.72
ADMINISTRATIVE SERVICES-E	1,693,128	982,829	901,136	58.0%	53.2%	9.1%	81,692.50
ADMINISTRATION-E	136,294	76,743	75,608	56.3%	49.6%	1.5%	1,135.20
DISTRICT ATTORNEY-E	605,092	303,827	294,530	50.2%	56.8%	3.2%	9,296.54
PLANNING-E	681,466	354,848	355,278	52.1%	50.0%	-0.1%	(429.95)
PUBLIC WORKS-E	38,327	21,382	31,589	55.8%	55.7%	-32.3%	(10,206.86)
PREVENTION DIVISION-E	504,443	335,811	296,991	66.6%	59.1%	13.1%	38,819.83
GENERAL FUND Total	6,673,833	3,811,621	3,606,943	57.1%	54.0%	5.7%	204,678.27
PUBLIC WORKS FUND	1,972,165	1,014,052	942,248	51.4%	58.0%	7.6%	71,804.04
911 COMMUNICATIONS FUND	856,332	492,649	486,432	57.5%	59.0%	1.3%	6,216.43
COMMUNITY CORRECTIONS FUND	727,984	404,985	355,026	55.6%	52.5%	14.1%	49,959.58
COUNTY FAIR FUND	21,362	12,205	11,913	57.1%	27.0%	2.5%	292.02
HOUSEHOLD HAZARDOUS WASTE FUND	92,176	59,629	62,010	64.7%	52.7%	-3.8%	(2,381.07)
LAND CORNER PRESERVATION FUND	17,920	11,701	34,690	65.3%	61.9%	-66.3%	(22,988.74)
MUSEUM	34,428	20,786	16,689	60.4%	37.4%	24.6%	4,097.18
PARKS FUND	26,111	15,001	7,942	57.5%	21.9%	88.9%	7,059.18
WEED & PEST CONTROL FUND	-	-	62,213	#DIV/0!	66.5%	-100.0%	(62,213.42)
YOUTH THINK FUND	78,616	46,940	44,079	59.7%	59.6%	6.5%	2,860.97
Expense Total	10,500,927	5,889,570	5,630,185	56.1%	54.8%	4.6%	259,384.44



Wasco County Monthly Report

Materials and Services All Funds - January 2018

Filters

Fd	(Multiple Items)
Cat	(Multiple Items)

Data							
Account	Current Budget	Current Actual YTD	Prior Year Actual YTD	Current Year Budget Executed	Prior Year Budget Executed	Year to Year % Change	Current Year - Prior Year
Expense							
GENERAL FUND	4,181,043	2,390,161	2,673,286	57.2%	56.0%	-10.6%	(283,124.96)
PUBLIC WORKS FUND	1,406,140	753,588	692,373	53.6%	52.0%	8.8%	61,215.72
911 COMMUNICATIONS FUND	197,993	109,429	95,784	55.3%	54.7%	14.2%	13,644.55
CLERK RECORDS FUND	13,500	3,092	-	22.9%	0.0%	#DIV/0!	3,091.56
COMMUNITY CORRECTIONS FUND	926,220	578,510	126,425	62.5%	14.8%	357.6%	452,085.66
COUNTY FAIR FUND	165,950	124,669	121,380	75.1%	67.6%	2.7%	3,288.86
COUNTY SCHOOL FUND	312,550	-	-	0.0%	0.0%	#DIV/0!	-
COURT FACILITIES SECURITY FUND	43,000	2,482	-	5.8%	0.0%	#DIV/0!	2,482.22
DISTRICT ATTORNEY	15,600	4,811	3,691	30.8%	18.9%	30.4%	1,120.54
FOREST HEALTH PROGRAM FUND	-	-	-	#DIV/0!	0.0%	#DIV/0!	-
HOUSEHOLD HAZARDOUS WASTE FUND	253,125	99,749	98,818	39.4%	39.2%	0.9%	931.15
KRAMER FIELD FUND	33,434	-	-	0.0%	0.0%	#DIV/0!	-
LAND CORNER PRESERVATION FUND	3,000	-	150	0.0%	5.0%	-100.0%	(150.00)
LAW LIBRARY FUND	46,984	12,869	7,615	27.4%	19.0%	69.0%	5,253.93
MUSEUM	71,800	15,053	26,537	21.0%	42.3%	-43.3%	(11,484.56)
PARKS FUND	48,450	15,918	16,326	32.9%	33.4%	-2.5%	(408.54)
SPECIAL ECON DEV PAYMENTS FUND	716,283	678,641	638,285	94.7%	56.4%	6.3%	40,356.45
WEED & PEST CONTROL FUND	-	139	62,271	#DIV/0!	39.2%	-99.8%	(62,131.91)
YOUTH THINK FUND	85,043	23,284	35,440	27.4%	26.1%	-34.3%	(12,156.47)
Expense Total	8,520,115	4,812,395	4,598,380	56.5%	48.1%	4.7%	214,014.20



Wasco County Monthly Report

Capital All Funds - January 2018

Filters

Fd	(Multiple Items)
Cat	53000

Data

Account	Current Budget	Current Actual YTD	Prior Year Actual YTD	Current Year Budget Executed	Prior Year Budget Executed	Year to Year % Change	Current Year - Prior Year
Expense							
GENERAL FUND	614,386	56,228	327,643	9.2%	54.5%	-82.8%	(271,415.79)
PUBLIC WORKS FUND	260,000	7,659	-	2.9%	0.0%	#DIV/0!	7,659.00
COUNTY FAIR FUND	1	-	-	0.0%	#DIV/0!	#DIV/0!	-
LAND CORNER PRESERVATION FUND	1	-	-	0.0%	0.0%	#DIV/0!	-
HOUSEHOLD HAZARDOUS WASTE FUND	11,500	6,500	-	56.5%	0.0%	#DIV/0!	6,500.00
MUSEUM	2	2,500	-	125000.0%	0.0%	#DIV/0!	2,500.00
PARKS FUND	1	-	-	0.0%	#DIV/0!	#DIV/0!	-
COMMUNITY CORRECTIONS FUND	85,000	-	-	0.0%	#DIV/0!	#DIV/0!	-
CLERK RECORDS FUND	5,000	38	-	0.8%	0.0%	#DIV/0!	37.82
ROAD RESERVE FUND	4,850,437	-	-	0.0%	0.0%	#DIV/0!	-
CAPITAL ACQUISITIONS FUND	3,709,600	273,838	-	7.4%	0.0%	#DIV/0!	273,838.00
911 EQUIPMENT RESERVE	91,795	91,795	-	100.0%	0.0%	#DIV/0!	91,795.00
FACILITY CAPITAL RESERVE	3,429,005	-	-	0.0%	0.0%	#DIV/0!	-
GENERAL OPERATING RESERVE	3,607,552	218,205	-	6.0%	0.0%	#DIV/0!	218,205.00
CDBG GRANT FUND	5,365,122	29,484	53,446	0.5%	1.0%	-44.8%	(23,962.77)
Expense Total	22,029,402	686,246	381,090	3.1%	2.1%	80.1%	305,156.26

Wasco County Monthly Report

Transfers All Funds - January 2018

Filters

Fd	(Multiple Items)
Cat	(Multiple Items)

Data							
Account	Current Budget	Current Actual YTD	Prior Year Actual YTD	Current Year Budget Executed	Prior Year Budget Executed	Year to Year % Change	Current Year - Prior Year
Transfer In							
911 COMMUNICATIONS FUND	183,987	107,326	140,678	58.3%	58.3%	-23.7%	(33,352.06)
COUNTY FAIR FUND	29,000	29,000	16,917	100.0%	58.3%	71.4%	12,083.31
FACILITY CAPITAL RESERVE	700,000	700,000	525,000	100.0%	58.3%	33.3%	175,000.00
GENERAL FUND	664,300	454,127	865,014	68.4%	55.9%	-47.5%	(410,887.83)
GENERAL OPERATING RESERVE	700,000	700,000	466,667	100.0%	58.3%	50.0%	233,333.31
MUSEUM	22,500	22,500	10,208	100.0%	58.3%	120.4%	12,291.69
PUBLIC WORKS FUND	220,495	194,658	-	88.3%	#DIV/0!	#DIV/0!	194,657.55
ROAD RESERVE FUND	2,000,000	2,000,000	-	100.0%	#DIV/0!	#DIV/0!	2,000,000.00
CAPITAL ACQUISITIONS FUND	700,000	700,000	525,000	100.0%	58.3%	33.3%	175,000.00
Transfer In Total	5,220,282	4,907,610	2,549,484	94.0%	57.5%	92.5%	2,358,125.97
Transfer Out							
COMMUNITY CORRECTIONS FUND	-	-	216,377	#DIV/0!	58.3%	-100.0%	(216,377.00)
DISTRICT ATTORNEY	1,800	1,800	1,050	100.0%	58.3%	71.4%	750.00
FACILITY CAPITAL RESERVE	-	-	14,583	#DIV/0!	16.1%	-100.0%	(14,583.31)
FOREST HEALTH PROGRAM FUND	75,000	-	43,750	0.0%	58.3%	-100.0%	(43,750.00)
GENERAL FUND	2,330,487	2,253,826	1,684,470	96.7%	57.9%	33.8%	569,356.25
LAND CORNER PRESERVATION FUND	2,500	2,500	1,458	100.0%	58.3%	71.4%	1,041.69
LAW LIBRARY FUND	-	-	4,667	#DIV/0!	58.3%	-100.0%	(4,666.69)
PUBLIC WORKS FUND	2,000,000	2,000,000	-	100.0%	#DIV/0!	#DIV/0!	2,000,000.00
SPECIAL ECON DEV PAYMENTS FUND	590,000	454,827	583,129	77.1%	58.3%	-22.0%	(128,302.52)
WEED & PEST CONTROL FUND	220,495	194,658	-	88.3%	#DIV/0!	#DIV/0!	194,657.55
Transfer Out Total	5,220,282	4,907,610	2,549,484	94.0%	57.2%	92.5%	2,358,125.97



Wasco County Monthly Report

Reserve Funds - January 2018

Filters

Fd	(Multiple Items)
Cat	(Multiple Items)

Data

Account	Current Budget	Current Actual YTD	Prior Year Actual YTD	Current Year Budget Executed	Prior Year Budget Executed	Year to Year % Change	Current Year - Prior Year
Revenue							
FACILITY CAPITAL RESERVE	714,000	719,470	534,974	100.8%	58.7%	34.5%	184,496.09
GENERAL OPERATING RESERVE	714,000	720,600	477,852	100.9%	58.8%	50.8%	242,747.27
ROAD RESERVE FUND	2,017,000	2,027,000	14,240	100.5%	94.9%	14134.8%	2,012,759.76
Revenue Total	3,445,000	3,467,069	1,027,066	100.6%	59.1%	237.6%	2,440,003.12
Expense							
FACILITY CAPITAL RESERVE	3,429,005	-	14,583	0.0%	0.5%	-100.0%	(14,583.31)
GENERAL OPERATING RESERVE	3,607,552	218,205	-	6.0%	0.0%	#DIV/0!	218,205.00
ROAD RESERVE FUND	4,850,437	-	-	0.0%	0.0%	#DIV/0!	-
Expense Total	11,886,994	218,205	14,583	1.8%	0.2%	1396.3%	203,621.69



Wasco County Monthly Report

Investment/Interest All Funds - January 2018

Filters

Fd	(Multiple Items)
Cat	417

Data

Account	Current Budget	Current Actual YTD	Prior Year Actual YTD	Current Year	Prior Year	Year to	Current Year - Prior Year
				Budget Executed	Budget Executed	Year % Change	
Revenue							
INTEREST EARNED	149,420	222,357	123,825	148.8%	104.1%	79.6%	98,531.58
LID INTEREST	-	-	-	#DIV/0!	0.0%	#DIV/0!	-
UNSEG TAX INTEREST EARNED	200	31	4,360	15.5%	2180.0%	-99.3%	(4,328.93)
Revenue Total	149,620	222,388	128,185	148.6%	107.5%	73.5%	94,202.65

Reconciliation Summary Report – Reporting in February

2/13/18

Reconciliations Completed:

- January Accounts Payable (AP) General Ledger to AP Subledger
 - Variance in 101 due to timing of entry and invoice
 - Variance in 202 due to Pcard timing transactions
- January Accounts Receivable (AR) General Ledger to AR Subledger
 - No Variances
 - The offsetting carryforward amount in overpayments and AR in the General Fund have been cleared
- January Ascend to Eden Tax Receivables
 - No Variances
- January Ascend to Eden Tax Revenue Reconciliation
 - No Variances
- January Ascend to Eden Agency Cash Reconciliation
 - No Variances
- Bank Reconciliation
 - The consultant is working through December and January – she is scheduled to return Wednesday
 - December reconciliation has a timing difference that is being examined
 - The process of breaking the different bank accounts out of the 11101 GL accounts is progressing in February

Due to conflicting schedules, as of 2/16/18 the reconciliations have not been reviewed with the Treasurer and Administrative Officer. This is scheduled to happen on Monday 2/19/18 so should be accomplished before the BOCC meeting on 2/21/18.



DISCUSSION ITEM

VSO Annual Reporting

[2017 ACTIVITY BY MONTH](#)

[JANUARY 2018 ACTIVITY](#)

[2017 VOLUNTEER HOURS](#)

[JANUARY 2018 VOLUNTEER HOURS](#)

Wasco County Veterans Services Office
201 Federal Street, The Dalles, OR 97058

VSO VOLUNTEER ACTIVITY– 2017

Month	Total Client Visits	From Other than Wasco County	Phone Calls Received	Volunteers Who Served	Total Volunteer Hours
January	84	8	74	11	127
February	115	12	103	15	163
March	138	16	123	11	229
April	113	10	111	15	227
May	103	15	90	13	230
June	96	7	81	15	226
July	108	13	72	12	200
August	112	10	91	15	206
September	96	13	84	17	236
October	83	10	90	15	179
November	86	10	92	14	211
December	86	6	77	17	254
TOTAL VOLUNTEER HOURS IN 2017					2485

Note: These figures represent activity by VSO volunteers. Professional staff activity not included.

VSO

(Ph 541-506-2502)

- **VSO Volunteer/Staff Meeting:** Second Friday most months at 1:00, VSO.
- **Home Fires Burning:**
 - **Focus Group:** Second Thursday each month, Noon, Location varies.
 - **Widows' Support Group:** Second Tuesday each month at 11:00 a.m.
Location varies. Ph (541) 296-7266 for info.
- **KODL Radio Talk Show:** First Monday each month at 10:00 a.m., VSO staff discusses veterans' issues.

OTHERS

- **Wasco County Veterans Advisory Committee:** First Friday each month at 3:00 at the Wasco County Courthouse.
- **Mid-Columbia Veterans Memorial Committee:** Second Monday each month at Noon at the Civic Auditorium. Ph 541-296-6782 for info.
- **Columbia Gorge Veterans Museum:** Winter hours posted on door. Ph 541-769-1150.
- **American Legion, Post 19:** Second Tuesday each month at 6:00 p.m., Legion Bldg. *Auxiliary:* Second Wednesday each month at 6:00, Legion Bldg.
- **Veterans of Foreign Wars, Post 2471:** Second Monday each month at 6:00 p.m., Oregon Veterans Home. *Auxiliary:* Same.
- **Outside the Wire (Got Your Six) – Jam Bands** – Second & Fourth Thursday each month, 6:00 to 9:00 at the Civic Auditorium.
- **Point Man Ministries** – Michael Knopf. Ph 541-300-0306 for info.

Wasco County Veterans Services Office
201 Federal Street, The Dalles, OR 97058

VSO VOLUNTEER ACTIVITY– 2018

Month	Total Client Visits	From Other than Wasco County	Phone Calls Received	Volunteers Who Served	Total Volunteer Hours
January	103	7	90	15	186
February					
March					
April					
May					
June					
July					
August					
September					
October					
November					
December					
TOTAL VOLUNTEER HOURS IN 2018					

Note: These figures represent activity by VSO volunteers. Professional staff activity not included.

VSO

(Ph 541-506-2502)

- ***VSO Volunteer/Staff Meeting:*** Second Friday most months at 1:00, VSO.
- ***Home Fires Burning:***
 - ***Focus Group:*** Second Thursday each month, Noon, Location varies.
 - ***Widows' Support Group:*** Second Tuesday each month at 11:00 a.m.
Location varies. Ph (541) 296-7266 for info.
- ***KODL Radio Talk Show:*** First Monday each month at 10:00 a.m., VSO staff discusses veterans' issues.

OTHERS

- ***Wasco County Veterans Advisory Committee:*** First Friday each month at 3:00 at the Wasco County Courthouse.
- ***Mid-Columbia Veterans Memorial Committee:*** Second Monday each month at Noon at the Civic Auditorium. Ph 541-296-6782 for info.
- ***Columbia Gorge Veterans Museum:*** Winter hours posted on door. Ph 541-769-1150.
- ***American Legion, Post 19:*** Second Tuesday each month at 6:00 p.m., Legion Bldg.
Auxiliary: Second Wednesday each month at 6:00, Legion Bldg.
- ***Veterans of Foreign Wars, Post 2471:*** Second Monday each month at 6:00 p.m., Oregon Veterans Home. *Auxiliary:* Same.
- ***Outside the Wire (Got Your Six) – Jam Bands*** – Second & Fourth Thursday each month, 6:00 to 9:00 at the Civic Auditorium.
- ***Point Man Ministries*** – Michael Knopf. Ph 541-300-0306 for info.

Wasco County Veterans' Services
RECORD OF VOLUNTEER HOURS – 2017

NAME	J A N	F E B	M A R	A P R	M A Y	J U N	J U L	A U G	S E P	O C T	N O V	D E C	Total Individual Hours
BLOCK, Janet RESIGNED	13	18	23	21	0	0	0	0	0	0	0	0	75
BLOCK, Jim "JJ" RESIGNED	38	8	0	10	0	0	0	0	0	0	0	0	56
BOWLDS, Harrison	0	0	0	0	3	0	0	0	0	0	0	0	3
BROWN, Evelyn RESIGNED	0	0	0	2	0	0	0	0	0	0	0	0	2
BROWN, Sandy	0	0	0	0	0	0	0	0	0	0	0	0	0
CARPENTER, Diane	0	0	0	0	0	0	0	0	0	0	0	17	17
CLARK, Loren	0	2	0	0	0	4	0	6	9	6	6	12	45
COMBS, Patricia	16	16	40	28	36	38	32	24	33	16	32	33	344
FORTIN, Mark	16	27	27	26	40	8	10	8	24	29	8	17	240
GLANDEN, Linda	0	0	0	0	0	0	0	0	3	0	0	0	3
GLESENER, Connie	0	0	0	2	0	2	0	0	0	0	0	0	4
GUSTAFSON, LaVern	6	11	15	14	25	21	21	13	11	12	15	19	183
HAYES, Gil	0	0	0	6	16	13	11	15	9	6	12	13	101
HESS, Richard	0	0	0	0	0	0	0	0	0	0	0	0	0
JEWELL, Marvin	0	0	0	0	0	2	0	4	9	8	32	32	87
LAYMAN, Sharon	0	0	0	0	0	0	0	0	3	0	0	0	3
LONG-CURTISS, Darcy (HFB)	0	0	0	0	2	4	2	2	4	2	2	17	35
MAXWELL, Jean	6	45	71	58	62	88	73	81	66	62	57	46	715
MAXWELL, Robert	4	8	7	6	4	6	3	4	8	4	4	4	62
McBRIDE, Margaret	0	2	0	0	0	0	0	0	3	0	0	0	5
PASHEK, Barbara	0	3	12	16	13	14	10	14	20	6	11	13	132
POTTER, Claudette	9	2	0	0	0	0	0	0	0	0	0	0	11
POWELL-MORIN, Joyce (HFB)	4	4	4	4	4	4	4	4	4	4	4	4	48
REMINGTON, Janet "DJ"	13	9	24	26	17	12	22	19	12	12	16	15	197
RUNYON, Rod	0	0	0	0	0	0	0	0	0	6	0	1	7
SCHATZ, Gwen (HFB)	2	6	4	6	6	8	10	7	14	4	10	9	86
SCHELLINGER, Andretta (HFB)	0	0	2	0	2	2	2	2	4	2	2	1	19
TUTTLE, Beverly	0	0	0	0	0	0	0	0	0	0	0	0	0
WHITE, Kathy	0	2	0	2	0	0	0	0	0	0	0	1	5
TOTAL HOURS	127	163	229	227	230	226	200	203	236	179	211	254	2,485

Submitted by: Jean Maxwell, VSO Volunteer Coordinator

Wasco County Veterans' Services
RECORD OF VOLUNTEER HOURS – 2018

NAME	J A N	F E B	M A R	A P R	M A Y	J U N	J U L	A U G	S E P	O C T	N O V	D E C	Total Individual Hours
BROWN, Sandy	2												
CARPENTER, Diane	16												
CLARK, Loren	12												
COMBS, Patricia	32												
FORTIN, Mark	18												
GLESENER, Connie	0												
GUSTAFSON, LaVern	22												
HAYES, Gil	15												
JEWELL, Marvin	28												
LONG-CURTISS, Darcy (HFB)	8												
MAXWELL, Jean	4												
MAXWELL, Robert	2												
McBRIDE, Margaret	0												
PASHEK, Barbara	16												
POWELL-MORIN, Joyce (HFB)	4												
REMLINGTON, Janet "DJ"	0												
RUNYON, Rod	0												
SCHATZ, Gwen (HFB)	6												
SCHELLINGER, Andretta (HFB)	1												
TUTTLE, Beverly	0												
WHITE, Kathy	0												
TOTAL HOURS	186												

Submitted by: Jean Maxwell, VSO Volunteer Coordinator



CONSENT AGENDA

[MINUTES: 1.11.2018 WORK SESSION](#)
[2.7.2018 REGULAR SESSION](#)



WASCO COUNTY BOARD OF COMMISSIONERS
WORK SESSION
January 11, 2018

PRESENT: Steve Kramer, Commission Chair
Scott Hege, Vice-Chair
Rod Runyon, County Commissioner

STAFF: Tyler Stone, Administrative Officer
Tawny Cramer, Office Manager

At 11:45 a.m. Chair Kramer opened a Work Session for the Board of Commissioners.

Discussion – Building Codes/MCCOG
--

Mr. Stone, Administrative Officer, explains to the Board he is continuing to work with the State Building Codes division in the efforts to take over the program temporarily.

A possible buyer has been identified for the MCCOG building itself. There is an existing appraisal on the building but if it is current enough remains to be seen. Chair Kramer is working with MCCOG staff to organize the notice of dissolution. The Board needs to research what the appropriate amount of notice is to employees and how, if at all, unemployment will work for the employees. The Board questions if MCCOG is self-insured.

Mr. Rex Turner with the State Building Codes Division previously shared that one of the available inspector positions has had an applicant accept. All other available positions are posted to the public.

Mr. Stone received a letter from the State Building Codes Division formally stating the State's intention to assume the operation of the Building Codes Program on a temporary basis. Wasco County has 30 days to respond to the letter with their intentions on when, how or if we will reassume responsibility for the program. It is Mr. Stone's opinion that it is best for Wasco County as an entity to reassume the program.

Ms. Angie Brewer, Planning Director, states she thinks local control of the program is best in the long run. Having the ability to manage staff, fee schedules and work with other County staff in the same building would all be beneficial.

Mr. Stone explains to the Board that Building Codes will also be an agenda item for the BOCC meeting on January 17, 2018. He also instructs staff to send a copy of the State Building Codes letter to the media.

Discussion – The Old Armory Site

The LCDC (Land Conservation and Development Commission) agreed that the planners would develop some ideas of how to best use the old armory site located on West 6th Street, The Dalles. So far the discussions have included, possible medium to high density housing, configuring some commercial space and reconfiguring ball fields to maximize benefits.

Ms. Brewer has spent a lot of time researching other feasible locations for the ball field and it is her opinion that Kramer Field is in fact the best location. She believes there is a lot of potential to bring housing, commercial space and improved recreation to the lot by utilizing both the armory space armory site and Kramer Field.

The Board agrees the topic needs further discussion but instructs Ms. Brewer to start working on a proposal for the site. The Board also agrees that whatever the proposal may be it needs to be complimentary to Kramer Field. Mr. Stone recommends having the proposal ready by May 2018.

Discussion – The Harding House

Facilities Manager Fred Davis discusses with the Board the engineering report received on the Harding House. The price to replace the foundation came in higher than anticipated at \$156k+. Mr. Davis explains the estimate encompasses the lifting of the building and stabilizing the building from underneath while rebuilding the foundation. There are a few pieces of the project that could be eliminated but they would not have a significant effect on cost.

The engineers explained to Mr. Davis there are a few options. #1 We could move forward with the project as is. #2 We could move forward and attempt to eliminate any unnecessary pieces to save on cost. #3 We could decide to occupy the building as-is. The engineers discussed with Mr. Davis the building

will continue to deteriorate and the costs to repair it will continue to accumulate.

Mr. Davis adds the contractor anticipates the work to take 3-4 months if the Board decides to move forward with the construction.

Mr. Davis explains that Wasco County Facilities have the capability to stabilize the house to an extent. The can definitely take measures to keep it from deteriorating further.

Ms. Jill Amery, County Assessor, points out the option to resell it. Mr. Stone would recommend moving forward with addressing possibly additional office space with a jail remodel as well as move forward with occupying the Harding House.

*****The Board was in consensus to occupy the Harding House. Staff is instructed to make necessary changes and improvements needed to relocate staff safely and efficiently. *****

Discussion – Audit Update

Mr. Mike Middleton updates the Board and explains an extension has been filed for the audit through February. The auditors are planning to have the report out by the end of January however.

The auditors were planning to give a Disclaimer of Opinion, primarily because of difficulties they experienced during the audit. The bank reconciliations were one of the major issues. Ms. Debbie Smith-Wagar was brought in to help Mr. Middleton get caught up and fix some of the inconsistencies.

The tax certifications also needed to be reconciled. Mr. Middleton has been working with Ms. Amery and the Assessor's Office to get this issue resolved and to avoid a back log in the future.

Mr. Middleton is also taking the necessary steps to train staff in proper procedures and best practices to help avoid audit issues in the future. Mr. Middleton will be meeting with the Treasurer next week and will also go over all the reconciliations with him to ensure they are being completed consistently.

Discussion –911 Update

Mr. Stone reported the 911 Users Group met yesterday to start working on their budget as soon as possible. Considering the 911 budget shortage from the City of The Dalles, the group wanted to get an accurate number to the City at the

earliest opportunity so the City could prepare their budget accordingly.

Yesterday the group formed a cross functional team to help address the conversation regarding possibly hiring a contractor for 911 services to possibly reduce costs. The 911 Users Group drained the reserves in that fund to compensate for the short-falling of City dollars as well.

Discussion – Home At Last

Mr. Stone reported to the Board that Home At Last came to Wasco County and the City of The Dalles and asked for \$50,000 from each entity; Mr. Stone used that number to begin negotiations. During discussions, Mr. Stone was not prepared to offer sustaining funding to Home At Last.

Mr. Steve Drynan during this time contacted Mr. Stone and was interested in possibly taking over Home At Last. Mr. Stone informs the Board Mr. Drynan formally ran HAL and currently runs Central Oregon Animal Friends. He has successfully turned around a struggling shelter in Oregon. Mr. Stone suggested he put together a proposal for the HAL Board and that Mr. Stone would support him in that.

Chair Kramer adjourned the session at 1:15 p.m.

Summary of Actions

CONSENSUS

- **To occupy the Harding House. Staff is instructed to make necessary changes and improvements needed to relocate staff safely and efficiently.**

Wasco County
Board of Commissioners

Steven D. Kramer, Commission Chair

Scott C. Hege, Vice-Chair

Rod L. Runyon, County Commissioner



WASCO COUNTY BOARD OF COMMISSIONERS
REGULAR SESSION
FEBRUARY 7, 2018

PRESENT: Steve Kramer, Chair
Scott Hege, Vice-Chair
Rod Runyon, County Commissioner
STAFF: Tyler Stone, Administrative Officer
Kathy White, Executive Assistant

At 9:00 a.m. Chair Kramer opened the Regular Session with the Pledge of Allegiance.

Public Comment – Building Codes

Wayne Lease of Washington State stated that he thought the Building Codes rates should have been reduced prior to the State taking the program. He suggested that the Board review ORS 455.210, adding that although some have suggested that contractors are Building Codes customers, it is truly the consumers who are the customers.

Discussion Item – Fee Waiver Request

Chair Kramer noted that the packet includes history and a staff recommendation for the fee waiver request.

{{{Commissioner Runyon moved to deny the fee waiver requested by the Human Rights Defense Center. Vice-Chair Hege seconded the motion.

DISCUSSION

Mr. Stone stated that he did not deal directly with the Human Rights Defense Center but he concurs with County Counsel's opinion – there is no compelling reason to grant the waiver and it would not be in the public interest to do so.

Vice Chair Hege said he wonders if it has something to do with NORCOR. Mr.

Stone responded that it definitely could.

Chair Kramer stated he ran some of the numbers from the communications; HRDC represents a very small fraction of the national population. He said he believes this is strictly a special interest group and he is not in favor of waiving the fee for their fishing expedition.

The motion passed unanimously.}}

Mr. Lease said he read the packet and asked who is representing juveniles in this. He said he wants to know the actual cost of what is being requested, noting that Wasco County no longer uses the District Attorney as County Counsel.

Chair Kramer advised Mr. Lease that in the future he should submit his questions in advance so that answers could be researched and provided to him. He pointed out that counsel is not present today and therefore the questions cannot be answered today. He stated that if the questions are submitted, the Board could be prepared to have those conversations.

Mr. Lease demanded that the request be put in writing. He said that he wants it in writing that he cannot come to the meeting and ask a question. Chair Kramer responded that the Board has allowed Mr. Lease excessive time over the years and if he wants to continue the interaction, he will have to play by the rules. He stated that Mr. Lease would not be permitted to speak further on this issue at today's session.

Commissioner Runyon noted that there are currently no Oregon counties using their District Attorney as County Counsel.

Discussion List – Budget Adjustment

Community Corrections Manager Fritz Bachman explained that prior to the current biennium award, he had been advised that there was likely to be a reduction in funding; he had budgeted accordingly. However, the award turned out to be a funding increase which now needs to be recognized in the budget in order to appropriate and spend the funds. He added that he receives only half of the award in each of the two years of the biennium; a significant portion of the monies goes to programs at NORCOR, Haven and Family Dependency Court.

Finance Director Mike Middleton stated that the net increase after disbursements to the previously mentioned programs will be approximately \$7,000. He added that in the future they will be more diligent about identifying expected expenditures in the budget.

Further discussion ensued regarding the rules around budgeting, budget adjustments and supplemental budgets.

{{{Vice-Chair Hege moved to approve Resolution 18-002 increasing appropriations and additional revenue within a fund. Commissioner Runyon seconded the motion which passed unanimously.}}}

Mr. Bachman reported that Wasco County's Justice Reinvestment programs are doing very well and therefore not in danger of losing funding. He said that Human Resources Manager Nichole Biechler has been extremely helpful though the process of filling his two open office specialist positions. He said they have identified two strong candidates he believes will be good fits.

Ms. Biechler added that both candidates were extremely excited to accept job offers and willing to go through the background process.

Chair Kramer asked how long the process will take. Ms. Biechler replied that they have recently revised the questionnaire for background checks; she will be reviewing the new document with the investigating deputy. She said the process could take up to a month, but she hopes it is shorter than that.

Vice Chair Hege asked if there is any news on the transitional housing. Mr. Bachman stated that he will be reporting on the program to City Council on February 26th. He reported nine graduations since they opened the house in April of 2017. He went on to describe some of the challenges as well as successes of the program. He pointed out that while he wants to share the successes/graduations, it is vulnerable population and inviting the media or general public to graduations could negatively impact individual progress. He added that he thinks having commissioners attend could be a positive; he will extend invitations to the Board for future graduations. He noted that in Portland, Bridges to Change usually holds celebrations away from resident housing.

Vice Chair Hege asked how many residents are currently being housed. Mr.

Bachman responded that there are six currently in residence with room for four more.

Agenda Item – Home at Last Agreements

Mr. Stone stated these are agreements with the new operators of the Home at Last (HAL) Animal Shelter. He explained that the actual HAL no longer exists as a stand-alone entity; Central Oregon Animal Friends is operating the shelter under the HAL name. He said that eventually the County will probably deed the property to Central Oregon Animal Friends but it needs to come back to the County first. He added that it will be good to make sure everything is running well before assigning the property to the new operators. He stated that the management agreement and lease are essentially the same as the ones the County signed with HAL.

Vice Chair Hege asked if Central Oregon Animal Friends is fine with this arrangement. Mr. Stone replied that they are.

{{{Vice Chair Hege moved to approve the deed conveying the shelter property to Wasco County. Commissioner Runyon seconded the motion which passed unanimously.}}}

{{{Vice Chair Hege moved to approve the Management Agreement between Wasco County and Central Oregon Animal Friends for the operation of an animal shelter. Commissioner Runyon seconded the motion which passed unanimously.}}}

{{{Vice Chair Hege moved to approve the Facility Lease Agreement between Wasco County and Central Oregon Animal Friends. Commissioner Runyon seconded the motion which passed unanimously.}}}

Chair Kramer stated that he has been talking to the major fund raisers for the shelter. He reported that they advocated for keeping the Home at Last name as it is recognizable in the community.

Consent Agenda – 1.30.2018 State Building Codes Meeting Minutes

{{{Commissioner Runyon moved to approve the Consent Agenda. Vice Chair Hege seconded the motion which passed unanimously.}}}

Commission Call

Mr. Stone reported that State Building Codes is settling into the Public Works space and getting people hired, recently making an offer for a permit technician. They have hired a plumbing inspector and are servicing electrical out of Hood River and Pendelton. He said they are hitting the expected bumps in the road but expect to have the online permitting system up and running by February 12th which will help smooth the way. He added that he has a meeting scheduled to determine how to collect and distribute the construction excise tax.

Mr. Stone continued by saying that the State has identified someone to go through all the hard-copy files that were stored by Mid-Columbia Council of Governments (MCCOG); those records will need to be filed or destroyed appropriately. He added that the counties will need to support that effort with some administrative assistance. He stated that process will complete the transition until the counties determine how they want to move forward with a Building Codes program, either regionally or individually.

Chair Kramer reported he is will be serving as the Executive Director of MCCOG through June and Commissioner Benton is the new Chair of the MCCOG Board of Directors. Wasco County's Facilities Team will help move the stored Building Codes records to the MCCOG building for review. The Secretary of State will be the keeper of MCCOG records; individual program records will go with each program. He said he is working with IT to sunset those systems. The Board wants to ensure there are adequate assets to cover financial obligations prior to moving anything to the STRUT program.

Vice Chair Hege asked about the Building Codes reserve fund. Chair Kramer responded that the MCCOG Board is very aware that the fund needs to be made whole prior to any possible distribution. He said that County Solutions has made it a priority to evaluate that issue and will develop scenarios. He stated that until the participating County Commissions/Courts decide how they each want to move forward, it will be difficult to know which approach to take. Commissioner Runyon said that it is important that all the counties are involved in the decision-making process.

Chair Kramer added that the State has indicated that they have no intention of using reserve funds at this time to operate the program.

Commissioner Runyon asked if there will be a bill from the State for running the program in the interim. Mr. Stone replied that he has heard no discussion of that possibility. Chair Kramer said that it is a good question he will pursue.

Chair Kramer reported that he is moving forward on the wolf issue and has a meeting scheduled on the 14th. He said applications are out for committee members. He concluded by saying that round two of the grant process has a February 23rd submission deadline; Jeremy Thompson is assisting with that process.

Commissioner Runyon reported that he is working with Senator Bentz and Representative Bonham on current legislative issues. He added that the Chamber Association had also sent a list of their issues.

Commissioner Runyon announced the passing of Attorney Will Carey saying that it is a huge loss for the region. From the Rajneesh issues in the early 1980s to currently serving NORCOR, MCCOG, land use for Wasco County and as County Counsel for Gilliam and Sherman Counties, he has been a good friend to the region.

*****The Board was in consensus to send flowers to the Carey family.*****

Chair Kramer adjourned the session at 10:07 a.m.

Summary of Actions

MOTIONS

- **To deny the fee waiver requested by the Human Rights Defense Center.**
- **To approve Resolution 18-002 increasing appropriations and additional revenue within a fund.**
- **To approve Oregon Military Department Office of Emergency Management Emergency Management Performance Grant CFDA #97.042 Wasco County \$45,465 Grant #17-533. To approve Oregon Cooperative Procurement Agreement.**
- **To approve all eight ASA Extension Agreements as a slate.**

WASCO COUNTY BOARD OF COMMISSIONERS
REGULAR SESSION
FEBRUARY 7, 2018
PAGE 7

- **To approve the updated Emergency Operations Plan as presented.**
- **To approve the Fourth Amendment to the lease with Burlington Northern Sante Fe Railroad.**
- **To approve the deed conveying the shelter property to Wasco County.**
- **To approve the Management Agreement between Wasco County and Central Oregon Animal Friends for the operation of an animal shelter.**
- **To approve the Facility Lease Agreement between Wasco County and Central Oregon Animal Friends.**
- **To approve the Consent Agenda – 1.30.2018 State Building Code Meeting Minutes.**

CONSENSUS

- **To send flowers to the Carey family.**

Wasco County
Board of Commissioners

Steven D. Kramer, Board Chair

Scott C. Hege, Vice-Chair

Rod L. Runyon, County Commissioner



AGENDA ITEM

Sheriff's Report/Budget Adjustment

[SHERIFF'S MEMO](#)

[FINANCE MEMO](#)

[RESOLUTION 18-003 BUDGET ADJUSTMENT](#)



SHERIFF'S OFFICE

511 Washington St., Ste.102 • The Dalles, OR 97058
p: [541] 506-2580 • f: [541] 506-2581 • www.co.wasco.or.us

Pioneering pathways to prosperity.

To: Wasco County Finance Dept.

February 13th 2018

Re: Budget Adjustment

To whom it may concern:

With the ever rising opioid epidemic in America and the extreme high risk to law enforcement related to Fentanyl exposures, the use of Naloxone (NARCAN) is considered the "go to" medication for saving lives. NARCAN can be administered to any person who is overdosing from opioids or a law enforcement officer/deputy who has been exposed to Fentanyl with immediate lifesaving results.

Fentanyl is one of the most dangerous drugs law enforcement has seen on the street in recent years and it only takes a dose of "one grain of sand" to cause serious medical issues, including death. In the last several months there have been numerous medical related events for law enforcement including the death of a Canadian Constable and three officers in Baltimore MD who were hospitalized.

The Wasco County Sheriff's office, in conjunction with the Wasco County Health Dept. have secured a source for the purchase of NARCAN for employees with; Wasco County Community Corrections, The Dalles City Police, NORCOR, and Mid-Columbia Narcotics Taskforce. The cost for this acquisition (\$75 per employee) will be a minimum of \$4050-\$4500.

We would request a budget change for the purchase of NARCAN for the aforementioned agencies. These funds have been secured with grant funding, however if funding isn't obtained, each agency will cover the costs for the acquisition.

Sincerely,

A handwritten signature in blue ink, appearing to read "Lane Magill", with a stylized flourish at the end.

Lane Magill
Wasco County Sheriff



511 Washington St., Ste. 207 • The Dalles, OR 97058
p: [541] 506-2770 • f: [541] 506-2771 • www.co.wasco.or.us

Pioneering pathways to prosperity.

Date: 2/14/18

To: Board of Commissioners

CC: Tyler Stone, Administrative Officer
Lane Magill, Sheriff

From: Mike Middleton
Finance Director

Re: Budget Change for Sheriff's Office due to NARCAN purchase and grant

The Sheriff's Office has an opportunity to purchase dosages of NARCAN and have this completely covered by a grant. The Sheriff's memo is attached detailing who, why and how the NARCAN will benefit the county.

From the budget point of view, this was not planned for, however, the cost is offset by an outside funding source. The net effect to the fund balance is \$0 and there will be no need to use contingency funds.

The grant funds while promised are not guaranteed. If the grant does not come through, the other jurisdictions will reimburse Wasco County for their share of the NARCAN purchase. The grant is from Lines for Life out of Portland.

I am requesting a resolution to increase the General Fund – Sheriff's Office – Grant Revenue by \$4,500 and increase General Fund – Sheriff's Office – Materials & Services by \$4,500 to allow the purchase of the NARCAN with grant funding.

Sincerely,

Mike Middleton
Finance Director



IN THE BOARD OF COMMISSIONERS OF THE STATE OF OREGON

IN AND FOR THE COUNTY OF WASCO

IN THE MATTER OF INCREASING APPROPRIATIONS AND ADDITIONAL REVENUE WITHIN A FUND

RESOLUTION #18-003

NOW ON THIS DAY, the above-entitled matter having come on regularly for consideration, said day being one duly set in term for the transaction of public business and a majority of the Board of Commissioners being present; and

IT APPEARING TO THE BOARD: That there are requests for an increase in General Fund – Sheriff’s Office grant revenue and materials and services budgets; and

IT FURTHER APPEARING TO THE BOARD: That the planned expenditure and revenues in General Fund – Sheriff’s Office exceeds the estimate used for the Adopted Wasco County Budget for Fiscal Year 2017-2018; and

IT FURTHER APPEARING TO THE BOARD: That the General Fund – Sheriff’s Office will have grant revenue offsetting the increase of the expense; and

IT FURTHER APPEARING TO THE BOARD: The total of the budgetary adjustment is 0.1% of the General Fund – Sheriff’s Office operations budget.

NOW, THEREFORE, IT IS HEREBY RESOLVED: That \$4,500 in General Fund – Sheriff’s Office expense (materials and services) increase in the budget is offset by an increase in the General Fund – Sheriff’s Office revenue (grant revenue) of \$4,500. The fiscal year 2017-18 budget is hereby amended as follows:

Fund	Classification	Increase/Decrease
101	Sheriff’s Office revenue (grant)	\$4,500 Increase
101	Sheriff’s Office expense (materials & service)	\$4,500 Increase

DATED this 21st day of February, 2018.

APPROVED AS TO FORM:

Kristen Campbell, County Counsel

**WASCO COUNTY BOARD OF
COMMISSIONERS:**

Steve D. Kramer, Commission Chair

Scott C. Hege, Vice-Chair

Rod L. Runyon, County Commissioner



AGENDA ITEM

Grading Petition

[DIRECTOR'S MEMO](#)

[PROPOSED GRADING PETITION](#)



MEMORANDUM

SUBJECT: Grading Petition for Local Access Roads

TO: BOARD OF COUNTY COMMISSIONERS

FROM: ARTHUR SMITH, PUBLIC WORKS DIRECTOR

DATE: 2/21/18

The issue of maintenance on Local Access Roads has been raised several times over the past few years and with the passage of the new road funding bill (HB 2017), I have recently taken several calls inquiring about getting assistance maintaining these roads.

Per ORS 368.031, the county is not liable for failure to keep local access roads in repair and also has no obligation to expend dedicated road dollars on them. However, if the county road official recommends work be performed on a local access road and the public use of that road justifies the expenditure, then the county governing body can enact an order or resolution authorizing the work.

After some research, I discovered that well over twenty years ago, the public works department had a process where landowners on certain local access roads could petition for their road to be graded. These “grading petitions” were submitted by the landowners and if approved, these roads were added to the list of roads to be graded. When county road funding began to shrink, these petitions were slowly phased out and the practice was stopped.

There are approximately 105 miles of local access roads within Wasco County, but only certain roads ever met the standards to be eligible for a grading petition – The road must have been opened and used by the public for a minimum of twenty (20) years, the average daily traffic on the road must be 25 vehicles or more, the road must be a collector type road or a connecting route between two or more roads, etc. - See attached draft grading petition form.

I have struggled with this question. There are many local access roads that are important to the public, where the landowners just want some assistance with grading, but there is no mechanism to allow us to help. There is also the issue of expending time and resources on local access roads, when we still face challenges in maintaining our existing county road system. While the new road funding bill helps, it did not solve all our budget problems. Still, I would like to discuss reinstating the grading petition system on a trial basis.

Thank you



PUBLIC WORKS

2705 East Second Street • The Dalles, OR 97058 • www.co.wasco.or.us
road dept: [541] 506-2640 • weed & pest: [541] 506-2653 • fax: [541] 506-2641

Pioneering pathways to prosperity.

LOCAL ACCESS ROAD – GRADING PETITION

Applicant

Address

Daytime Phone #

Date submitted

We, the undersigned, representing a majority of the abutting landowners, hereby petition the Wasco County Board of Commissioners for grading work to be performed by the Public Works Department on the following Local Access Road. Location and specific area to be graded is described below (Attach road map):

We agree to indemnify and hold harmless Wasco County, its officers, agents and employees from all claims in connection with this requested grading work. We further agree that the performance of the work by Wasco County shall not incur any liability for further maintenance. If applicable, we grant permission to Wasco County to enter our property to perform the requested grading service.



Pioneering pathways to prosperity.

ADDRESS

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and extend across the width of the page. There are no margins, text, or other markings on the paper.



PUBLIC WORKS

2705 East Second Street • The Dalles, OR 97058 • www.co.wasco.or.us
road dept: [541] 506-2640 • weed & pest: [541] 506-2653 • fax: [541] 506-2641

Pioneering pathways to prosperity.

GENERAL PETITION GUIDELINES

1. Per ORS 368.031 - The Public Works Director must recommend the requested expenditure.
2. Per ORS 368.031 - The Wasco County Board of Commissioners must find that the public use of the road justifies the proposed expenditure and enact an order or resolution authorizing the work and designating the work to be a single project.
3. The local access road must lie outside the limits of an incorporated city or town.
4. The local access road shall have been opened and used by the public for a minimum of twenty (20) years.
5. A determination has been made that the local access road has a minimum average daily traffic count of (25) vehicles a day.
6. A determination has been made that the local access road is a collector-type road or a connecting route between two or more public roads.
7. If granted, the work shall only be performed when equipment and personnel are available. No completion date is guaranteed or warranted.
8. Any material required during the grading work shall be paid for by the applicant.

Recommended by:

Public Works Director

Date



AGENDA ITEM

Youth Think Resiliency Grant

[NOTICE OF AWARD](#)

[BUILDING RESILIENCY IN THE COLUMBIA GORGE GRANT AGREEMENT](#)



Columbia Gorge Health Council

511 Washington Street
Suite 101
The Dalles, OR 97058
info@gorgehealthcouncil.org

Board of Directors

Karen Joplin, Chair
Molly Rogers, Vice Chair
Al Barton, MS, LPC
Bruce Burton, DMD
Elaine Castles, PhD
David Edwards, FACHE
Elizabeth Foster, MD
Lindsey Hopper, JD, MPH
Dennis Knox, FACHE
Ellen Larsen, RN
Trey Rigert, MD
Leticia Valle
Jeanie Vieira, R

January 29, 2018

Debby Jones
YouthThink - Wasco County
610 Court St.
The Dalles, OR. 97058

Re: Notice of Intent to Award

Dear Debby Jones,

On behalf of the Columbia Gorge Health Council, it is my pleasure to inform you that a grant to **YouthThink - Wasco County** in the amount of **\$119,000** has been approved for **Building Resiliency in the Columbia Gorge**. Our proposed disbursement is as follows:

Up to 50% of the full grant amount in Year 1 and the remaining balance in Years 2 and 3

Please contact Coco Yackley at coco@gorgehealthcouncil.org to discuss the intended start date and disbursement approach. In addition, a completed W-9 form is required - a blank one is provided for your convenience.

Once the detailed information is received, a Letter of Agreement incorporating the terms and timelines will be sent to you for your signature.

During the Community Grant Application process, the Columbia Gorge Health Council received 29 proposals totaling more than \$2,000,000. Your proposal was reviewed by at least two separate committees and summarized feedback is available if you are interested.

We appreciate your efforts in contributing to health in the community and look forward to a successful program implementation.

Sincerely,

Karen Joplin
Board Chair



Columbia Gorge Health Council

511 Washington Street

Suite 101

The Dalles, OR 97058

info@gorgehealthcouncil.org

GRANT AGREEMENT

GRANTEE: Wasco County
511 Washington Street, Suite 107
The Dalles, OR 97058

TITLE OF GRANT: Building Resiliency in the Columbia Gorge

TOTAL AMOUNT OF GRANT: \$119,000.00

PERIOD OF GRANT: 3 years
March 1, 2018 through March 1, 2021

PAYMENT CONTINGENCIES

Grant payments are contingent upon the grantee satisfactorily conducting the program as described in this agreement, except as modified with the express consent of the Columbia Gorge Health Council.

Grant payments may be discontinued, modified, or withheld if, in the sole judgment of the Columbia Gorge Health Council, this is necessary to comply with the requirements of law.

GRANT REQUIREMENTS

1. This grant is made with the understanding that the entire amount will be expended for the purpose described in the grant proposal which is appended. Whether or not you maintain a separate bank account, this grant should be treated as a "restricted fund," and no part of it should be used for purposes other than those approved for this grant.
2. Prior approval from the Columbia Gorge Health Council must be obtained for any modification of the objectives, methods, budget, collaborative partnerships or timeline of the project for which grant funds have been awarded.
3. Grantees are required to notify the Columbia Gorge Health Council of any development that significantly affects the operation of the grantee or organizations who are listed as part of the proposal.
4. The grantee will provide the Columbia Gorge Health Council with the program and financial reports described below and any special reports that may be requested by the Columbia Gorge Health Council.
5. The grantee will abide by all provisions of this agreement and will keep adequate supporting records to document the expenditure of funds and activities supported by these funds.
6. No funds will be used for lobbying purposes or to aid in the election of a public official.

ANNUAL REPORTS AND GRANT PAYMENTS

Grantee must provide an Annual written report ("Annual Report") for the duration of the grant period. The Annual Report will include a narrative outlining progress, and/or status of objectives described in the Goals, Activities and Measures Grid portion of your proposal as well as spending to budget. If a deadline cannot be

met, the grantee shall notify the Columbia Gorge Health Council. Please note that payments will be made only if the Columbia Gorge Health Council has received and approved progress reports.

Payments will be made by PacificSource Community Solutions via auto-deposit. The initial payment will be made after receiving a signed copy of this agreement along with a completed Auto-deposit form. The schedule of payments and associated documentation requirements are:

Documentation Due	When	Payment Amount (within 3 weeks of receipt and approval of documentation)
Signed copy of this agreement and completed Auto-deposit form	As soon as possible	Initial Payment of \$59,500
Progress report	2/15/19	Second Payment of \$29,750
Progress report	2/14/20	Final Payment of \$29,750
Final Report	No later than 30 days after end of grant period – 3/31/21	No payment

UNEXPENDED FUNDS

If the funds have not been completely expended at the end of the grant period, the grantee agrees to provide a statement of the balance and a plan for using the remaining funds. If the plan is not approved by the Columbia Gorge Health Council, the grantee agrees to repay to the Columbia Gorge Health Council any portion of the remaining unspent funds.

COMMUNITY-BASED UPDATES

The funds provided for in this proposal are being disbursed to you because of a collaborative community process to determine how to invest funds. Grantee agrees to provide the Columbia Gorge Health Council or its subcommittees an update on the status of the proposal from time to time; such reporting times shall be mutually agreeable to grantee and the requesting committee. It is crucial that the grantee be forthcoming and candid in keeping the Columbia Gorge Health Council informed of the activities (both good and disappointing) of the supported program.

PUBLICIZING THE GRANT/ USE OF COLUMBIA GORGE HEALTH COUNCIL NAME

Columbia Gorge Health Council encourages organizations to raise public awareness about their work. It's not necessary to get approval to announce our grant, as long as you characterize the award as it appears in this agreement. The Community Grant Program was made possible by shared savings from the PacificSource Columbia Gorge Coordinated Care Organization (CCO), providing Oregon Health Plan services to residents of Hood River and Wasco Counties. The Community Grant Program is intended to support local organizations in addressing identified needs from in the Community Health Improvement Plan (CHIP), the CCO Quality Incentive Metrics and/or the CCO Transformation Plan and benefit Columbia Gorge CCO Medicaid recipients in addition to the community at large.

AGREEMENT

If this document correctly sets forth your understanding of the terms of this grant, please sign this agreement and return to the Columbia Gorge Health Council. By signing this document, you are representing and warranting that you have read this agreement, agree to the terms of this agreement, and are authorized to execute this agreement.

By: Columbia Gorge Health Council	By: Wasco County
Signature: _____	Signature: _____
Name: <u>Karen Joplin</u>	Name: _____
Title: <u>Board Chair</u>	Title: _____
Date: _____	Date: _____



AGENDA ITEM

Executive Session – Pursuant to [ORS 192.660\(2\)\(h\)](#) Consultation with counsel concerning legal rights and duties regarding current litigation or litigation likely to be filed and/or [ORS 192.660\(2\)\(i\)](#) to review and evaluate the job performance of a public employee

[NO DOCUMENTS HAVE BEEN SUBMITTED FOR THIS ITEM – RETURN TO AGENDA](#)
