



AGENDA: REGULAR SESSION

WEDNESDAY, MAY 2, 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 <u>Discussion Items</u> (Items of general Commission discussion, not otherwise listed on the Agenda) <u>Sheriff's Report</u> ; <u>Dufur Weed Control Agreement</u> ; <u>QLife Budget Committee Appointment</u> ; <u>NORCOR Updates</u> <u>Consent Agenda</u> (Items of a routine nature: minutes, documents, items previously discussed.) <u>Surplus Vehicle Order</u> ; <u>Minutes</u> ; <u>Summit Notes</u> ; <u>4.12.2018 Work Session</u> ; <u>4.18.2018 Regular Session</u> ; <u>4.19.2018 Tygh Valley Town Hall</u> ;
9:30 a.m.	<u>Public Hearing: Comprehensive Plan Updates</u> – Kelly Howsley-Glover
9:45 a.m.	<u>Lot Line Vacation</u> – Riley Marcus
9:55 a.m.	<u>Planning Department Updates</u> – Angie Brewer
10:25 a.m.	<u>County Land Auctions</u> – Jill Amery
10:40 a.m.	<u>QLife Budget Report</u> – Mike Middleton
	Recess
1:30 p.m.	<u>Work Session</u>
	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
MAY 2, 2018**

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

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

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

Public Comment

Rob Dunalmack of Tygh Valley stated that he is here to voice his opposition to the cell tower being constructed at the corner of Hwy 197 and Shady Brook Road. He stated that he was not asked or informed about the tower. He quoted Dr. Jonathan Helprin regarding the dangers of living in the proximity cell towers. He displayed a map of the existing cell towers in Tygh Valley as well as current coverage maps and proposed coverage. He said that the maps seem to conflict. He went on to say that no impact statement has been submitted for the environment or species habitat. He also referenced Harvard studies indicating that the FCC is not a reliable source for health and impact studies for the industry it regulates. He warned that even in the meeting room people are being bombarded with electromagnetic radiation that is harmful to brain function and breaks DNA strands. He added that the pole will be a blemish on the landscape.

Discussion – Sheriff's Report

Sheriff Lane Magill said that his office is still in the hiring process for deputies. He reported that the first applicant they accepted washed out at the background investigation level.

Sheriff Magill reported that the Emergency Manager will be attending Public Information Officer Training in July/August. He said they are still in process for the

six-county communications grant which has gone out to RFP and is being managed by the State of Oregon. He stated that they will probably not know anything for the next two to three months. The grant will cover Hood River, Wasco, Sherman, Gilliam, Wheeler and Morrow Counties. Every five years the plan is to be updated – part of that process is a communication study which supports grant applications to upgrade equipment and network systems. We have regionalized that process and the State has agreed to manage the grant for the region.

Sheriff Magill reported that the Emergency Manager is still working on the ASA plan; the Natural Hazards Mitigation Plan has been sent to the state for editing and it will then be moved on to the federal level for review; work on the fire prevention plan is underway. He stated that they are evaluating what would be the best agency to house the Multi-Casualty Incidents plan; while the Sheriff's Office has a minor role, it might be more appropriately housed with the hospital.

Sheriff Magill continued by saying that they are focusing on the emergency alert system which is currently not functioning properly. He stated that they have made application to the federal government for assistance and are working with our Information Systems Department to implement the Integrated Public Alert and Warning System through FEMA.

He concluded by saying that they are working with Burlington Northern Sante Fe Railroad to conduct a tabletop exercise simulating a train derailment; most likely that will not occur until the fall of this year. He added that this month there will be a tabletop exercise in conjunction with the Coast Guard simulating a water disaster.

Discussion List – Dufur Weed Control

Public Works Director Arthur Smith stated that our agreement with the City is outdated and this is an update which further identifies the specific work that will be done and has an added termination clause. We submit our loaded rates to them annually and they identify the areas they want to have treated.

{{Vice-Chair Hege moved to approve the agreement between the City of Dufur and Wasco County for the provision of noxious weed spraying on property owned or operated by the City of Dufur. Commissioner Runyon seconded the motion which passed unanimously.}}

Discussion List – QLife Budget Committee Appointment

Chair Kramer noted that there is a vacancy on the QLife Budget Committee. He asked if there are any questions regarding the applicant. Commissioner Runyon commented that he is a well-qualified candidate.

{{Vice-Chair Hege moved to approve order 18-025 appointing John Hutchison to the Quality Life Budget Committee effective April 16, 2018. Commissioner Runyon seconded the motion which passed unanimously.}}

Discussion List – NORCOR Update

Mr. Stone stated that he chaired the budget committee for NORCOR this year. He said that the budget was approved at the last NORCOR meeting with no increases to the counties. He said that he is concerned that expenses will come in higher and the revenues lower than anticipated. He said that the NORCOR Board was advised to monitor the actuals for any necessary adjustments.

Commissioner Runyon added that Hood River has now stabilized their funding for NORCOR which will allow more time as the NORCOR Board moves through this process.

Commissioner Runyon noted that some sheriffs and commissioners from other counties came to tour NORCOR for ideas about regional correctional facilities – we are looked at as a model; while not perfect, we are leading the way. Chair Kramer added that MCMC recently toured NORCOR to open communication on mental health issues.

At 9:30 a.m. Chair Kramer recessed the regular session.

Agenda Item – Comprehensive Plan Update Hearing

Chair Kramer opened a public hearing for PLALEG-16-08-0001 – a review of a recommendation made by the Wasco County Planning Commission to consider approving amendment to the Wasco County Comprehensive Plan primarily relating to policies and implementation strategies for Citizen Involvement and Land Use Planning. Amendments also include the adoption of a new format for the plan. These amendments relate to work tasks #1 and 2 of Wasco County's Periodic Review to update the Comprehensive Plan.

Chair Kramer explained the process for the hearing and asked if any Commission member wished to disqualify themselves for any personal or financial interest in this matter. There were none.

WASCO COUNTY BOARD OF COMMISSIONERS
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Chair Kramer asked if any member of the audience wished to challenge the right of any Commission Member to hear this matter. There were none.

Chair Kramer asked if any member of the audience wished to question the jurisdiction of this body to act on behalf of Wasco County in this matter. There were none.

Long-Range Planner Kelly Howsley Glover reviewed the staff report and presentation included in the Board Packet. She said that the revisions being presented today are to change the format of the document and to update policy to reflect current practice and be consistent with state law. These goals are consistent with what was heard from the public during the roadshows and as well as the citizen advisory group. She continued by reviewing the changes as outlined in the staff report.

Vice-Chair Hege asked if Planning still notices with postings to bulletin boards. Ms. Howsley-Glover responded that she does not believe it has not been done for decades although they have done some of that for the larger actions but not for small land use actions. There was some discussion of how that is done at the Commission level – the Board's Executive Assistant sends out posters for town halls as well as notifying radio and newspapers. Planning Director Angie Brewer said that this is a good time to talk about modifications the Board might like to see regarding the notification process.

Vice-Chair Hege said that in his experience sometimes people who are near to the applicant property but outside the legally required notification area are upset when they are not notified. He suggested that we might want to consider doing more than the minimum requirement so that they are aware and can participate in the process. Ms. Howsley-Glover said that that has been the practice in other jurisdictions in which she has worked. She added that it is important to not be arbitrary about notification and therefore some standards should be set. Ms. Brewer pointed out that we need to keep in mind that the more noticing we do the more expense is incurred.

Mr. Stone added that we need to think about under what circumstances we send out that extra notice – it does not make sense to do that for a deck being added. If we focus on those items that could be contentious – some guidelines could be established for that. He said he would not want to see a knee-jerk reaction that causes us to send out extra notices for every project application.

Commissioner Runyon stated that what he thinks the Board is asking is for the

Planning Department to continue their efforts for transparency in a responsible way. Vice-Chair Hege said that he agrees but cautions against relying on the web page to be an effective means of notification – neighbors are just not visiting the website on a daily basis looking for information that may impact them. It is a good resource but not for noticing.

Ms. Howsley-Glover continued her review. Chair Hege asked about the practice of having the Planning Commission also serve as the Citizen Advisory Group. Ms. Howsley-Glover cited the challenges of getting enough volunteers and staffing a separate group – we currently have two alternate positions on the Planning Commissioner that they have not been able to fill. She noted that the Historic Landmark Advisory Committee has not existed for decades and they will be working to reinstate that Committee.

Vice-Chair Hege asked if there is any real value in defining the Planning Commission as also being the Citizen Advisory Group. Ms. Howsley-Glover explained that the Citizen Advisory Group is a consensus group operating under less restrictive parameters than the Planning Commission. It is a valuable way to get diverse perspectives. They have the ability to more freely interact with the public.

Ms. Howsley-Glover continued her review. Vice-Chair Hege asked if each update approved by the Board becomes part of the current plan or if it does not until all updates are completed and approved. Ms. Howsley-Glover replied that each approved update immediately becomes part of the current plan. She added that based on input from today there may be future amendments to these sections as we move through the update process. Approving these today does not close the door to updates to these sections as we move forward.

Chair Hege noted that at some point we will get to the last chapter and the process will be completed. Ms. Howsley-Glover agreed. He asked if that is the point at which LUDO updates will begin. Ms. Howsley-Glover responded affirmatively. She said that the next steps will be Goal Three format updating and bringing it in line with state law. Ms. Brewer noted that the Comprehensive Plan will help to inform the LUDO update process so it is important to complete it before beginning to look at the LUDO.

The Board reiterated their direction to further expand the notification process suggesting that they include language that allows flexibility.

Vice-Chair Hege read the title of the proposed Ordinance into the record:

Ordinance 18-002 in the matter of the Wasco County Planning Commission's request to approve proposed periodic review legislative amendments to update the Land Use and Development Ordinance related to citizen involvement and land use planning goals, Chapters 1 and 2 of Wasco County 2040, the Comprehensive Plan (file number PLALEG-16-08-0001)

Chair Kramer closed the hearing at 10:05 a.m. to be continued at 2 p.m. on May 17, 2018.

Agenda Item – Lot Line Vacation

Associate Planner Riley Marcus stated that she is here to present a request for a lot line vacation to consolidate four legal lots into one legal lot in the community of Boyd. The property is located approximately three miles outside of Dufur. She reviewed the report and presentation included in the packet. Staff finds that the application meets with all requirements and recommends approval.

Commissioner Runyon asked if there is more than one owner. Ms. Marcus replied that there is only one owner.

{{Vice-Chair Hege moved to approve Order 18-009 accepting vacation of the Plat of Boyd, Block 5, Lots 5-8 and adopting findings of fact contained in 921-18-000011-PLNG. Commissioner Runyon seconded the motion which passed unanimously.}}

Agenda Item – Planning Department Updates

Ms. Brewer reviewed the report included in the Board Packet. She stated that there are several programs within the department and it takes time and effort to keep them all moving forward. She said that they have now staffed up to an appropriate level for the programs they implement and oversee. She said that staff is focused on current work while trying to catch up the backlog of work. She said permits are being processed far more quickly than they had been with much less litigation.

Commissioner Runyon noted the significant increase in permits. Ms. Brewer pointed out that the historical total is for the year and we are only part-way through this year. Mr. Stone observed that the Planning Department has been tasked with a heavy lift – one that has not been attempted in decades. He said he wants to recognize the efforts of staff in accomplishing so much . . . it is not happening in most other areas of the State. He said that he also wants to credit staff

for driving these initiatives – projects that have been ignored for so long.

The Board echoed Mr. Stone's comments. Ms. Brewer thanked the Board for their support saying that it is not always present in other counties around the state.

Agenda Item – County Land Auction

County Assessor Jill Amery reminded the Board that last year they had the first county-owned land auction in over a decade and are ready for another auction this year – scheduled for June 19th. There are two improved properties; the rest are bare land. She asked that the board accept the list of lands for sale in order to hold the auction.

Commissioner Runyon asked if more detail is available to the public prior to the auction. Ms. Amery said that detailed information will be available on the website with more files available upon request. The properties are all sold as-is. She said she makes available all information available to us. The rules are made clear before and at the auction. These properties were taken on foreclosure and are sold with no warranty. Full title searches are being done prior to sale which wasn't being done previously.

Vice-Chair Hege noted that a property in Dufur had been pulled from the previous auction. He asked the status. Ms. Amery said that the septic had failed on that and she had been advised that they would need the neighboring property to address that issue – the adjacent property is currently in the foreclosure; once taken she can move them both forward. She said that the VFW property will also be sold at an upcoming auction.

Vice-Chair Hege asked how many county-owned properties we own. She said that we had about 180 with many of those being unbuildable. She hopes to categorize the properties this winter in order to plan how to move forward with both buildable and unbuildable properties. She said that it takes a lot of work to put together the auction; it is not possible to do them all at once.

Commissioner Runyon noted that this is another step forward for the County – getting things caught up that have been neglected for many years. Ms. Amery said that the public is very excited about the process and she is proud of the work done by the team.

{{{Commissioner Runyon moved to approve the staff recommendation for the sale at auction of the listed properties as-is without warranty. Vice-Chair Hege seconded the motion which passed unanimously.}}}

Agenda Item – QLife Budget Report

Budget Director Mike Middleton reviewed his memo and the QLife Budget included in the Board Packet. He noted that the budget for the Maupin project is adequate for costs; that project should move forward this year.

{{{Commissioner Runyon moved to approve the 2018-2019 Quality Life Intergovernmental Budget. Vice-Chair Hege seconded the motion which passed unanimously.}}}

Consent Agenda – Minutes, Surplus Vehicle Order

{{{Vice-Chair Hege moved to approve the Consent Agenda as proposed – Order 18-008 Surplussing Facilities Truck; Minutes: 2.28.2018-3.1.2018 Summit, 4.12.2018 Work Session, 4.18.2018 Regular Session and 4.19.2018 Tygh Valley Town Hall. Commissioner Runyon seconded the motion which passed unanimously.}}}

Chair Kramer stated that he has nothing else for the work session and proposed to cancel that item. The Board was in concurrence.

At 11:05 a.m. Chair Kramer recessed from the Regular Session to enter into Executive Session pursuant to ORS 192.660(2)(h) to confer with counsel regarding current litigation or litigation that may be filed.

The session reconvened at 11:10 a.m.

Chair Kramer recessed from Regular Session at 11:10 a.m. to open an executive session pursuant to ORS 192.660(2)(j) Public Investments.

The session reconvened at 11:20 a.m. and was adjourned.

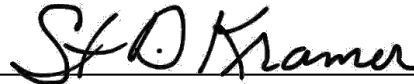
Summary of Actions

MOTIONS

- **To approve the agreement between the City of Dufur and Wasco County for the provision of noxious weed spraying on property owned or operated by the City of Dufur.**

- **To approve order 18-025 appointing John Hutchison to the Quality Life Budget Committee effective April 16, 2018.**
- **To approve Order 18-009 accepting vacation of the Plat of Boyd, Block 5, Lots 5-8 and adopting findings of fact contained in 921-18-000011-PLNG.**
- **To approve the staff recommendation for the sale at auction of the listed properties as-is without warranty.**
- **To approve the 2018-2019 Quality Life Intergovernmental Budget.**
- **To approve the Consent Agenda as proposed – Order 18-008 Surplussing Facilities Truck; Minutes: 2.28.2018-3.1.2018 Summit, 4.12.2018 Work Session, 4.18.2018 Regular Session and 4.19.2018 Tygh Valley Town Hall.**

Board of Commissioners



Steven D. Kramer, Board Chair



Scott C. Hege, Vice-Chair



Rod L. Runyon, County Commissioner



DISCUSSION LIST

[SHERIFF'S REPORT](#) – LANE MAGILL

[DUFUR WEED CONTROL AGREEMENT](#) – ARTHUR SMITH

[QLIFE BUDGET COMMITTEE APPOINTMENT](#)

[NORCOR UPDATES](#)



DISCUSSION ITEM

Sheriff's Report

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



DISCUSSION ITEM

Dufur Weed Control Agreement

[CITY OF DUFUR/WASCO COUNTY WEED CONTROL AGREEMENT](#)

[MOTION LANGUAGE](#)

AGREEMENT

THIS AGREEMENT is made and entered into by and between WASCO COUNTY, acting by and through its Board of Commissioners, hereinafter called "WASCO" and the City of Dufur, acting by and through its City Council, hereinafter called "DUFUR".

RECITALS

By the authority granted by ORS chapter 190, county agencies may enter into agreements with counties, cities, districts, and other units of local government for the performance of any or all functions and activities that a party to the agreement, its officers, or agents have the authority to perform.

NOW THEREFORE, the premises being in general as stated in the foregoing recitals, it is agreed by and between the parties hereto as follows:

TERMS OF AGREEMENT:

Under such authority, DUFUR plans and proposes to utilize the Public Works Department of WASCO for providing noxious weed spraying on property owned or operated by DUFUR, hereafter called "PROJECT".

The terms of this agreement shall become effective on the date all required signatures are obtained and shall be in effect until terminated by either of the aforementioned parties.

WASCO OBLIGATIONS

1. Shall provide noxious weed control and vector control services at sites specified by DUFUR.
2. Shall provide invoices and costs accounting reports to DUFUR for time, equipment and material expended for the PROJECT. Said invoices and reports to be provided on a monthly basis.

DUFUR OBLIGATIONS

1. Shall reimburse WASCO for time, equipment and materials expended for the PROJECT. Reimbursement to be made within 30 days of receipt of the invoice and cost accounting report.

GENERAL PROVISIONS

1. This Agreement may be terminated by written request by either party.
2. If this Agreement is terminated, DUFUR shall reimburse WASCO for all costs for the PROJECT to that date.
3. This Agreement and any attached exhibits constitute the entire Agreement between the parties. No waiver, consent, modification or change of terms of this Agreement shall bind either party unless in writing and signed by both parties and all necessary approvals have been obtained. Such waiver, consent, modification or change, if made, shall be effective only in the specific instance and for the specific purpose given.

IN WITNESS WHEREOF, the parties hereto have made and executed this AGREEMENT this 10 day of April, 2018.

WASCO COUNTY, by and through its
elected officials:

Approved as to Legal Form:

CITY OF DUFUR, by and through its elected officials:

William Parks

Cheryl J. Finner
Dufur City Counsel

Kathy Bestler
City Recorder



MEMORANDUM

SUBJECT: Dufur Weed Control Agreement

TO: BOARD OF COUNTY COMMISSIONERS

FROM: KATHY WHITE

DATE: 4/25/2018

DUFUR WEED CONTROL AGREEMENT: I move to approve the agreement between the City of Dufur and Wasco County for the provision of noxious weed spraying on property owned or operated by the City of Dufur.



DISCUSSION ITEM

QLife Budget Committee Appointment

[ORDER 18-025 APPOINTING JOHN HUTCHSION TO THE QLIFE BUDGET COMMITTEE](#)

[MOTION LANGUAGE](#)



IN THE BOARD OF COMMISSIONERS OF THE STATE OF OREGON

IN AND FOR THE COUNTY OF WASCO

INT THE MATTER OF THE APPOINTMENT OF JOHN HUTCHISON TO THE QUALITY LIFE BUDGET COMMITTEE

ORDER #18-025

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 the governing body of Wasco County, Oregon, is required to appoint two representatives to the Quality Life Budget Committee; and

IT APPEARING TO THE BOARD: That due to the resignation of Mike Richardson in April, 2018, a vacancy exists on the QLife Budget Committee; and

IT FURTHER APPEARING TO THE BOARD: That John Hutchison is willing and is qualified to be appointed to the Wasco County Budget Committee to complete Mike Richardson's term.

NOW, THEREFORE, IT IS HEREBY ORDERED: That John Hutchison be and is hereby appointed to the Quality Life Budget Committee effective April 16, 2018; said term to expire on June 30, 2018.

DATED this 2nd day of May, 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



MEMORANDUM

SUBJECT: QLife Budget Committee Appointment

TO: BOARD OF COUNTY COMMISSIONERS

FROM: KATHY WHITE

DATE: 4/25/2018

ORDER 18-025: I move to approve Order #18-025 appointing John Hutchison to the QLife Budget Committee effective April 16, 2018.



DISCUSSION ITEM

NORCOR Updates

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



CONSENT AGENDA

[ORDER 18-008 SURPLUSSING FACILITIES TRUCK](#)

[MINUTES: 2.28.2018 – 3.1.2018 SUMMIT NOTES](#)

[4.12.2018 WORK SESSION](#)

[4.18.2018 REGULAR SESSSION](#)

[4.19.2018 TYGH VALLEY TOWN HALL](#)



IN THE BOARD OF COMMISSIONERS OF THE STATE OF OREGON

IN AND FOR THE COUNTY OF WASCO

IN THE MATTER OF SURPLUSING FACILITIES 2005 FORD F-250 GROUNDS TRUCK VIN #1FTSX21Y45EA96181

ORDER #18-008

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 the Facilities Grounds Truck is due for replacement in the next fiscal year; and

IT FURTHER APPEARING TO THE BOARD: That said truck is in such poor condition due to a recent breakdown that the cost of repair exceeds any value that could be recovered in the next year.

NOW, THEREFORE, IT IS HEREBY ORDERED: That the above listed vehicle will be considered surplus and disposed of by the Wasco County Facilities Manager in accordance with state laws governing the disposition of property.

DATED this 2nd day of May, 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



WASCO COUNTY
STRATEGIC PLANNING SUMMIT
FEBRUARY 28 & MARCH 1, 2018

Background

Wasco County held a 2-day strategic summit and leadership development session at The Discovery Center with County Commissioners, senior management and operational leads in attendance. The summit focused on four key areas:

- Interpersonal communication through *Emotional Literacy* training
- Personal productivity improvement through *The Five Choices* training
- Review and update of the Wasco County Strategic Plan
- Review of the Wasco County 100% Love Culture

The summit sessions were structured to provide management development and training – including assigned reading of *The Five Choices*. The sessions also gave perspective to operational leads who are new to their positions.

Emotional Literacy

Identifying areas of professional development and growth are continually at the forefront of our retention and engagement strategies. As an organization, we are only as good as our team, knowing and understanding this concept has allowed us to be innovative in the way we create value. Our focus this year was on Emotional Literacy and the ability to understand and express feelings. Emotional Literacy involves self-awareness and recognition of one's own feelings and knowing how to manage them. Emotions are not just a matter of the heart. Recent advances in research have shown that they are also a result of brain biochemistry.

We were fortunate to have Debby Jones of YouthThink present on the three main concepts of Emotional Literacy:

- Neurobiology of the brain and how it impacts communication, relationships and behaviors (Reactive Brain vs. Thinking Brain).
- Emotional literacy and understanding the importance of secure attachment and why it is so important (understanding our own feelings and empathy with and for others).
- Brain/Body tools that will help us understand and change if needed our "default pathways", easy mindfulness tricks, and awareness of what we project (reverse body language).

Emotions drive learning, creativity, relationships and health. In the context of Wasco County, emotional literacy – the act of understanding, expressing and regulating emotions – leads to better leadership skills, better job performance and greater mental and physical well-being. Emotional literacy also enables better decision-making, positive relationships among co-workers and the public that we serve.

The 5 Choices

Each year, our Administrative Officer chooses a book to review that is in line with our day to day organizational operations. Past books have included, “Built on Values” by Ann Rhoades with Nancy Shepherdson, “Good to Great” by Jim Collins, “The Art of Possibility” by Rosamund Stone Zander and Benjamin Zander and “Extreme Government Makeover” by Ken Miller. The focus this year was on time management and productivity. This year’s selection was “The 5 Choices - The Path to Extraordinary Productivity.”

“The 5 Choices” is a book designed to help deal with the endless flow of incoming information that we each deal with in our personal and professional lives. We live in an ever connected world of telephone calls, e-mails, texts, tweets, Facebook notifications, meetings and much more, which takes our attention away from our “big rocks” each and every minute of the day. “The 5 Choices” consist of:

- Act on the Important, Don’t React to the Urgent
- Go for Extraordinary, Don’t Settle for Ordinary
- Schedule the Big Rocks, Don’t Sort Gravel
- Rules your Technology, Don’t let it Rule You
- Fuel your Fire, Don’t Burn Out

The authors point out that, “It is both easier and harder than ever before to achieve extraordinary productivity and feel accomplished in our lives,” a concept which they refer to as, “The Productivity Paradox.” Just because we can do more faster, thanks to technology, it doesn’t necessarily mean that we are doing the right tasks at the right time and being productive.

ACT ON THE IMPORTANT, DON’T REACT TO THE URGENT

This choice helps you to discern the important from the less and not important, as well as how to increase your rom (return on the moment) in the midst of fierce distractions. in today’s world, you are drowning in email, overwhelmed with demands, and trying to do more with less.

GO FOR EXTRAORDINARY, DON’T SETTLE FOR ORDINARY

This choice helps guide your decision making through a framework of what success looks like in your current, most important roles. You want to make a difference, but competing priorities often prevent you from achieving extraordinary results. With Choice 2, you will refine your current roles in terms of extraordinary results to achieve high-priority goals.

SCHEDULE THE BIG ROCKS, DON'T SORT GRAVEL

This choice provides you with tips and tools to plan weekly and daily to execute with excellence on the most important things. The crushing increase in workday pressures can make you feel helpless and out of control. With Choice 3, you will regain control of your work and life through a cadence of planning and execution that produces extraordinary outcomes. Big Rocks = Priorities / Gravel = the Details.

RULE YOUR TECHNOLOGY, DON'T LET IT RULE YOU

This choice provides you with tips and tools to make technology work for you, not against you. Turn your technology into a productivity engine. An electronic avalanche of email, texts, and social-media alerts seriously threaten productivity as never before. With choice 4, you will leverage your technology and fend off distractions. This was a big chapter for me since I'm a technology junkie. Good practical tips.

FUEL YOUR FIRE, DON'T BURN OUT

This choice provides you with simple, yet critical ways to increase energy so you can think clearly, make good decisions, and feel more accomplished at the end of every day. Today's exhausting, high-pressure work environment can burn you out. By applying the 5 Energy Drivers in Choice 5, you will benefit from the latest in brain science to consistently recharge your mental and physical energy.

KEY TAKEAWAYS

To be truly productive, we should minimize the time we spend in Q1 and Q3, eliminate the time we spend in Q4, and maximize the time we invest in Q2, in order to be extraordinarily productive.

You can never get ahead just by sorting gravel faster. Decide what is most important and get those "big rocks" scheduled before the week begins.

The three steps for weekly Q2 planning are: (30/10)

- Review your Roles and Goals
- Schedule the Big Rocks
- Organize the Rest

The three steps for daily Q2 planning are:

- Identify the few "must do's"
- Organize the rest
- Close out the day

There are 5 energy drivers: Move. Eat. Sleep. Relax. Connect.

When you make regular investments in these 5 energy drivers, you create a pattern to life that "fuels your fire" and keeps you from burning out.

100% LOVE (Living Our Values Everyday)

In 2016, Wasco County developed a new Vision, Mission and Core Values that guide how we serve the citizens of our county and the members of our team. While the concept of 100% Love can be a bit of a “sensitive” topic for some, this year’s summit provided the opportunity to consider it a bit differently. The idea of “Living our Values Everyday” stemmed from conversations within the Public Works Department and ultimately, Jeff McCall developed the tagline, which we believe, captures 100% LOVE perfectly. Our vision, mission and core values guide our daily decisions and actions.

During the summit, Operational Leads were asked their view of how culture is accepted throughout the various levels of the organization. As expected, the acceptance varies per department, and is not as strong as at the senior management level. Factors that contribute to the strength of acceptance include the isolation of the office, the leadership of the director or department head, the actions seen by the employees, and the length of time employed at the county.

In general, the group discussed that employees accept the culture as an ideal, and try to model it as a way to interact with citizens. But some days people just don’t feel it – some days are harder than others.

Moving the Dial – Strategic Planning

REVIEW AND UPDATE OF STRATEGIC PLAN ACTIONS AND OUTCOMES

Wasco County has seven “external” pathways that are critical to achieving the vision of a prosperous Wasco County. The Key Organizational Actions and Intended Outcomes listed below have been identified as the top priorities for our strategic plan. They have been updated from 2017 and incorporate new actions for 2018-19.

Details of these action items can be found in the 2018-19 Wasco County Strategic Plan.

Wasco County
Board of Commissioners

Steven D. Kramer, Board Chair

Scott C. Hege, Vice-Chair

Rod L. Runyon, County Commissioner



**WASCO COUNTY BOARD OF COMMISSIONERS
WORK SESSION
APRIL 12, 2018**

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

STAFF: Tyler Stone, Administrative Officer
Kathy White, Executive Assistant

At 12:00 p.m. Chair Kramer opened a Work Session.

Local Access Road – Dell Road

Public Works Director Arthur Smith stated that Allison Smith had contacted him some time ago regarding the unsafe condition of Dell Road and the residents' inability to provide proper maintenance. He explained that Dell Road is not in the County Road system and the county not only has no obligation to maintain the road, but are by statute not permitted to spend dedicated road funding to do so. He said that he understands the circumstances and felt it should be brought to the Board of Commissioners. He reported that in 1908 a portion of the road was dedicated as a County Road. In 1920 the Columbia River Highway was built and Dell Road fell into disuse. In 1976 adjacent landowners successfully petitioned to have it removed from the County Road system and designated as a public local access road. In 1990, a request for rededication as a public local access road was approved at which time it was named Dell Road. In 2001 Dan Boldt and Marty Matherly worked with residents to do maintenance; the County Road Department worked from April 2-5, 2001 to grade, rock and ditch the road at a total cost of \$6,244. Local residents contributed cash to support work on the 1.42 miles of gravel surface road.

Discussion ensued regarding the numbers of other local access roads in the county which total 105 miles. Area residents insisted that Dell Road is different due to its position connecting major thoroughfares and public lands. They pointed out that the road is used significantly by the public rather than just

locals. Ms. Smith conjectured that 98% of the County's local access roads are used almost exclusively by locals.

Ms. Smith went on to say that she just started out asking for some help but after being educated, she feels that the County should accept Dell Road into the County road system. Other local residents agreed that they need a long-term solution.

Some of the ideas discussed included:

- Asking the Forest Service to designate a trail head at the end of Dell Road which would make it eligible for funding.
- Accepting Dell Road into the County Road system.
- Exploring the possibility of removing little used roads from the County system to balance adding Dell Road.
- Short-term maintenance in partnership between local residents and the County as a short-term solution until a more permanent solution can be identified.
- Conducting a traffic study to determine actual usage.
- Setting up a 10-year schedule for maintenance in partnership with local residents.
- Reinstating the grading petition program.

County Counsel Kristen Campbell advised that to spend funds on a local access road, the County will have to follow a specific process that is required under statute. County Planning Director Angie Brewer added that to designate a new road, there are density thresholds that must be met. Commissioner Hege commented that when purchasing property in rural areas there is documentation signed by the purchasers acknowledging their responsibility to maintain local access. He commended the local residents for coming together to find a solution.

Ms. Campbell pointed out that currently the County has no obligation to maintain the road and therefore no liability risk; should the County perform maintenance on the road, we would then assume some liability for that road. She added that when resources are going to this road, they are not going to a road that we are responsible to maintain. Mr. Smith added that he does not have the resources to assess all 105 miles of local access road.

Commissioner Hege pointed out that the grading petition would act as a filter – not all local residents would apply which would eliminate the need to assess those roads. In addition, not all that apply will meet minimum criteria which will

reduce eligibility.

Mikel Diwan, Public Works Director for Hood River County, said that all Oregon counties face these same issues with local access roads which have no determination for maintenance responsibility. He stated that he consistently recommends not accepting these roads into the County system because if one is accepted, you have to be prepared to accept all. He said that one exception was a road in the industrial area that had significant garbage truck usage. He explained that while the counties have no responsibility for maintaining these roads, they do have jurisdiction for signage and lights, etc. He said that a study of both county and local access roads would be useful to determine if some county roads should be surrendered and some local access roads accepted. He acknowledged that such a study would be time-consuming and expensive.

Conclusion:

- The Board will pursue discussions with Senator Merkley's office and Forest Service Officials.
- Mr. Smith will install counters on Dell Road to gather data.
- Local residents will assess willingness to contribute to offset the cost of one-time maintenance.

The issue will come back to the Board at a future date.

Oregon Records Management Solution

At 1:30 the Board participated in a ORMS webinar.

Management Team Meetings

The Board discussed the pros and cons of their attendance at Management Team meetings. While the Board finds value in hearing Management Team discussions and plans, they recognized the impact of a publicly noticed meeting on frank discussions among the Management Team. In addition, they acknowledged that their presence may in some way undermine the Administrative Officer's authority and may also influence discussion among the team.

Mr. Stone noted that this was recently discussed at a Management Team meeting. The team took into account the downside of having the Board attend meetings and still supported having them attend. He said he would be happy to bring it back to them.

Commissioner Runyon suggested do it once to try it out. Mr. Stone agreed to

have the next Management Team meeting without public notice which would preclude more than one Commissioner being in attendance.

Work Session Scheduling

The Board discussed moving Work Sessions to the afternoon of a regular Board Session.

*****The Board was in consensus to hold the afternoon of Regular Session days open to hold Work Sessions. Work sessions would be regularly scheduled for the first Wednesday of the month, with the third Wednesday held as fallback if needed. The Sessions will follow a lunch break and would commence at 1:30 p.m. in the Deschutes Room.*****

Chair Kramer adjourned the session at 2:45 p.m.

Summary of Actions

CONSENSUS

- **To hold the afternoon of Regular Session days open to hold Work Sessions. Work sessions would be regularly scheduled for the first Wednesday of the month, with the third Wednesday held as fallback if needed. The Sessions will follow a lunch break and would commence at 1:30 p.m. in the Deschutes Room.**

Wasco County
Board of Commissioners

Steven D. Kramer, Board Chair

Scott C. Hege, Vice-Chair

Rod L. Runyon, County Commissioner



WASCO COUNTY BOARD OF COMMISSIONERS
REGULAR SESSION
APRIL 18, 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.

Discussion List – Facilities Vehicle

Facilities Manager Fred Davis reported that their grounds truck fatally failed on March 26, 2018. He reviewed options outlined in his memo which is included in the Board Packet. He explained that our Public Works mechanic was long-time Ford technician and has advised repairs would be costly – just an evaluation of the problem would cost approximately \$1,500. He stated that his crew is currently using a borrowed Public Works vehicle which is not adequate to Facilities' needs.

Mr. Davis went on to say that the 60,000+ miles on the current truck are hard miles as the truck is used for hauling furniture and plowing snow. In addition, a lift-gate is needed to prevent back injuries when loading heavy items into the bed of the truck. He recommended moving up to a 1-ton truck which would be better able to withstand the wear and tear. He noted that the current truck was scheduled to be rotated out of the vehicle program next year.

Mr. Davis continued, saying that he looked at purchasing from ORPIN which would result in a cost savings but would delay delivery by up to 4 months.

Commissioner Runyon asked if the funds for the purchase are in the budget or will come from contingency. Mr. Davis replied that we are basically self-insured and the funding would need to come from contingency as this was an unexpected

occurrence. Vice-Chair Hege asked what expectation we might have for the life of the new truck, commenting that 66,000 miles seems low. Mr. Davis responded that those 66,000 miles are strenuous miles hauling loads and pushing snow rather than road miles. He added that moving to a 1-ton should extend the life of the truck.

Mr. Stone agreed that this will be a contingency purchase and there will be an adjustment to the vehicle plan to help mitigate the expenditure. He said he does not think we have a lot of choice – Facilities needs the equipment to do their job. Sheriff Magill concurred saying that the marine truck would have moved to facilities next year – it has over 11,000 miles on it. He said that the ¼ ton gain in power will be an advantage. He said that the Vehicle Committee will make adjustments to the plan next year.

{{{Commissioner Runyon moved to approve Facilities recommendation to purchase a 1-ton truck from CH Urness Motors using contingency funds. Vice-Chair Hege seconded the motion which passed unanimously.}}}

Discussion List – BOPTA Report

Chief Deputy Clerk David McGaughey reviewed the summary of actions included in the Board Packet. He reported that new Board of Property Tax Appeals Board Member Ruby Mason did a great job and participated in all seven hearings. Of the seven appeals heard, six were reduced and one was sustained. He added that four of the seven were commercial accounts.

Commissioner Runyon asked if most of the applicants were new to the process. Mr. McGaughey replied that most were. County Clerk Lisa Gambie said that Mr. McGaughey does a great job every year. The Assessor's Office staff also does a wonderful job.

Discussion List – Washington Ranch Fireworks Applications

Ms. White explained that Washington Ranch hold brief fireworks displays throughout the summer as part of their campers' experience. They have their own fire crew and equipment along with an agreement for coverage with Jefferson County. She stated that the ORS requires the County Board of Commissioners to act as the fire authority in areas where a fire district does not operate. She added that she has asked the State to determine whether or not that authority can be designated to the County Sheriff who already signs as the Law Enforcement authority. She added that the indemnification agreement was developed by

County Counsel last year and is unchanged other than the dates.

{{{Vice-Chair Hege moved to approve the indemnification and hold harmless agreement between Young Life Washington Family Ranch and Wasco County, Oregon. Commissioner Runyon seconded the motion which passed unanimously.}}}

{{{Vice-Chair Hege moved to approve the Young Life Washington Family Ranch fireworks applications for June 21, June 26, July 1, July 4, July 9, July 15, July 22, July 29 and August 15, 2018. Commissioner Runyon seconded the motion which passed unanimously.}}}

Discussion List – Mosier Deep Water Supply Wells Support Letter

Chair Kramer noted that the Board is familiar with this critical infrastructure project in Mosier. Commissioner Runyon added that it is a very expensive repair; the community needs the help. He said that the Board has supported this project previously and he is very much in favor of continuing that support.

*****The Board was in consensus to sign a letter of support for the Mosier Deep Water Supply Wells Support grant application.*****

Discussion List – Wolf Grant

Chair Kramer stated that he partnered with ODFW Wildlife Biologist Jeremy Thompson to apply for the grant. He said that the application was for \$6,000; we have been awarded \$2,000 for prevention. He said that it will be used according to the grant specifications. He noted that we will likely be sending most or all of it back at the end of the year.

Vice-Chair Hege asked if the last grant was \$1,600. Chair Kramer replied that it was \$1,600, all of which was returned unused. Those funds are redirected to Counties that are currently having issues with wolf depredation. He added that we did not receive the full amount of the grant this year as the federal government has not fully funded the program.

{{{Commissioner Runyon moved to approve the Oregon Department of Agriculture Wolf Compensation and Financial Assistance 2018 Grant Agreement ODA-4083-18. Vice-Chair Hege seconded the motion which passed unanimously.}}}

Discussion List – Dog River Letter of Support

Chair Kramer commented that we have sent a similar letter of support previously. Commissioner Runyon stated that it looks like they may have an opportunity to move it forward this time.

*****The Board was in consensus to send a letter of support for the Dog River Pipeline grant application.*****

Consent Agenda – 4.4.2018 Regular Session Minutes

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

Vice-Chair Hege reported that he has had a discussion with former County Surveyor Dan Boldt regarding the issues brought to the Board by Richard Murray at the April 4, 2018 Regular Session. He suggested that County Surveyor Brad Cross should get in touch with Mr. Boldt for that background information. Chair Kramer noted that Mr. Murray visited the Planning Department following his appearance before the Board and they will be working through that issue.

Commissioner Runyon reported that he had some citizen contact regarding Building Codes and he went to see them in response. He said that he was able to sit in on a meeting with the Planning Department and Building Codes; it was a good interaction – they were productive and working well together. He said that Building Codes is still struggling to fill positions but has taken on an electrical inspector and will start a Permit Technician next week. They already have a plumbing inspector and are looking for a structural inspector.

Public Hearing – NSA LUDO

Chair Kramer opened the legislative hearing at 9:30 a.m. for PLALEG-17-10-0001 for review of a recommendation made by the Wasco County Planning Commission to consider approving amendments to the Wasco County National Scenic Area Land Use and Development Ordinance primarily relating to adverse effect, adverse cumulative effects on natural resources and clarification of the cultural resource protection process. He went on to explain the criteria for approval of the request and the procedure for the hearing. He then asked the following questions;

- Does any Commission member wish to disqualify themselves for any personal or financial interest in this matter? There were none.
- Does any member of the audience wish to challenge the right of any

Commission member to hear this matter? There were none.

- Is there any member of the audience who wishes to question the jurisdiction of this body to act on behalf of Wasco County in this matter? There were none.

The staff had no updates from the previous hearing.

Vice-Chair Hege asked about the process following the review/approval of the Board. Senior Planner Will Smith replied that when it came back from the Gorge Commissioner this time, it was not necessary to do a county-wide notice. It will go back to the Gorge Commission again and could come back to the Board again.

Chair Kramer closed the hearing at 9:31 and opened Board deliberations.

{{Commissioner Runyon moved to approve the Ordinance 18-001 in the matter of the Wasco County Planning Department's request to approve the revised proposed legislative amendment to update the Wasco County National Scenic Area Land Use and Development Ordinance to create consistency with updates to the Management Plan of the Columbia River Gorge National Scenic Area and make other amendments appropriate for Wasco County (File #PLALEG-17-10-0001). Vice-Chair Hege seconded the motion which passed unanimously.}}

Agenda Item – MCCFL Construction Contract

Mr. Stone explained that this is the contract to build the Mid-Columbia Center for Living's Mental Health Clinic. We are contracting with the Griffin Construction who was the low bidder and selected by the Board at the April 4, 2018 session. He said that staff reviewed the contract and worked through the majority of questions. The largest is a reference that needed to be correlated to an agreement with the architect; that will come back to the Board for approval.

Mr. Stone went on to say that we need to move the project forward; he recommends approval of the agreement. The Board is acts as the contracting authority for the County and will own the building for the next five years. He asked MCEDD Projects Manager Jacque Schei if the State has any issues with him signing the contract. Ms. Schei replied that she has already brought that to them and they are fine with the Administrative Officer signing as the Board granted him that authority.

Commissioner Runyon noted that the County is putting its faith in MCCFL. MCCFL Owners Representative Elda Orr said that she thinks we have a good team to get the job done.

{{Vice-Chair Hege moved to approve the AIA Document A101-2007 Standard Form Agreement between Owner Wasco County and Contractor Griffin Construction and to grant signing authority to Administrative Officer Tyler Stone. Commissioner Runyon seconded the motion which passed unanimously.}}

Agenda Item – Oregon Records Management Solution

Commissioner Runyon commented that the Board saw a presentation on this system last week. Ms. Gambee said that this is the online records solution provided by the Archives Division of the Secretary of State's Office. She explained that it has set destruction schedules, an area in which we have gaps. She said that for long-term destruction, it is difficult to manage and is often missed with the change of staff. She said that the system also replaces the need for microfilm and is a slight savings over that system. She said we are very excited to get it going; we will start out slowly but there is a lot of capability in the system and it will eventually help with transparency.

Commissioner Runyon noted that microfilm is a State mandate and asked if that has gone away. Ms. Gambee replied that it has not, but the Secretary of State is offering this as an alternative. Commissioner Runyon asked if the statute will be changed. Ms. Gambee responded that she does not know.

Vice-Chair Hege asked if we have already entered into an agreement with them. Ms. Gambee replied that we have not but have reviewed all the documents as has County Counsel. She stated that one contract is with the software provider at the rate of \$37.02 per user; the second contract is a no-cost consulting contract with the State. County Counsel Kristen Campbell said that all of her questions have been answered and she is fine with the language.

Commissioner Runyon asked if we will see this come back to the Board again. Ms. Gambee explained that it is under the \$5,000 limit for departments to sign; it will be housed under Information Systems and Information Systems Director Paul Ferguson will sign and manage that contract. She said that staff wanted the Board to be aware of the system and how it will be used.

Ms. Gambee went on to say that the program will be loaded onto individual laptops to be used by authorized individuals which is a security and tracking measure. If an employee leaves or is reassigned, that license will be reassigned.

Commissioner Hege asked what happens if we choose to discontinue use of the system. Ms. Gambee replied that there is language in the agreement that requires them to make all reasonable efforts to offload that data to us. She said she is surprised at how clean the contract is – they want to work with people to help them be successful. She noted that the cost should go down over time as more users come onboard.

*****The Board was in consensus to support moving forward with the Oregon Records Management Solution.*****

Further discussion ensued around how this is budgeted. Finance Director Mike Middleton said we have not spent the microfilm funds this year and can use those to start now. For next year, this has been included in the budget. It is an annual cost and will not be an ask/add in the budget as it replaces the existing microfilm costs.

Commissioner Hege asked for further information around potential public access. Ms. Gambee explained that we will work with Chaves and the State to determine what we want to have for public access. She suggested that one of the first things we will do is the Commissioners Journal. Once we have made that determination, we will create a web drawer that has a robust search feature for the public to find information held in the system. Ms. White added that Board documents will not have to be printed for signature and signed documents will be part of the permanent, searchable record. Ms. Gambee said that this system is in line with our pathway to remove barriers and increase transparency.

Agenda Item – Internal Audit

Accounting Consultant Debbie Smith-Wagar explained that she was brought in to help address audit questions. She said that she is staying on to provide some oversight; with limited staff, the County has no one in this area to provide that oversight. She noted that the Administrative Officer and Treasurer have both become more involved in the process but neither is a finance professional. She added that her firm provides this service to a number of entities.

Ms. Smith-Wagar went on to say that she is making sure all balance sheet accounts

are reconciled more frequently to resolve issues sooner. She pointed out that the County's bank statements have become more complex over the last few years with some deposit descriptions being vague. She said it is also important for the Board to receive monthly reports and that we are on schedule for a 12.31.2018 audit completion. She said she will be here to update the Board quarterly.

Commissioner Runyon commented that this is part of the normal progression in growth for our County. He observed that we were understaffed for a period of time which has made it difficult to catch up.

Discussion List – Finance Report

Mr. Middleton reviewed the report in the Board Packet. He noted that we have collected \$304,000 more in taxes than this time last year. He also pointed out that the increases in personnel costs are \$70,000 less than the tax increase.

Agenda Item – Gorge Commission Update

Rodger Nichols, Wasco County's representative on the Columbia River Gorge Commission, stated that he is here to update the Board on the Gorge Commission's work on the urban growth area boundary revisions. He said that they are going through it in depth; the fourteen pages he provided for the Board Packet is part of a 500-page document compiled by the Commission's attorney.

Mr. Nichols went on to say he has discovered an additional document that will support what he believes is the County's position as the process progresses. He said that the 1999 Cascade Locks decision outlined in the document (attached) establishes "a minor change" to be at least 171 acres. He said that he will argue vehemently for that position.

Commissioner Runyon asked that he share this information with Ms. Brewer. Mr. Nichols replied that he would like to meet with Mr. Stone and Ms. Brewer to discuss the details.

Mr. Nichols pointed out another passage he had found in which legislators stated they did not want the cities to become a "cancer" in the scenic area. He said that people were here long before the scenic designation and he will fight that attitude. He commented that they want to increase trails which will attract even more people and increase the fire risk.

Commissioner Runyon said that another issue is the maintenance of those trails – some of that falls to the counties. Mr. Nichols said that the Forest Service budget

has been depleted by fire. He said they have stopped 4,000 people who were trying to enter closed trails.

Mr. Rodgers announced that the next Gorge Commission meeting is in Camas on May 8th followed by one in The Dalles in June.

Vice-Chair Hege said he has heard it suggested that even if the boundary changes, prohibited uses from the scenic area would still apply. Mr. Rodgers said that if he has anything to say about it, once land is in the urban area, it is out of the hands of the Gorge Commission. He said that he would like to figure out a way to make an offset palatable for both sides – perhaps a visual buffer zone. He referenced a wind turbine set 10 feet outside of the scenic area that had a visual impact. Commissioner Runyon commented that it seems like a buffer zone just extends the scenic area into the urban area.

Chair Kramer called a recess at 10:26 a.m.

The Session reconvened at 10:40 a.m.

Agenda Item – NORCOR Juvenile Service Final Report

Juvenile Services Director Molly Rogers reviewed the Mel Brown & Associates Evaluation of NORCOR Juvenile Detention Facility. She said that although they have recommendations for improvement, they found our kids to be safe at NORCOR. She stated that Wasco County has been working for inclusion in a strategic plan which is supported by the report. She said she is in favor of an Executive Committee but feels it needs to be further defined by a scope of work, mission and vision. She commented that it will incorporate county administrators which have been invaluable to the group. She added that it should also include Oregon Youth Authority and Central & Eastern Oregon Juvenile Justice Consortium.

Ms. Rogers went on to say that the juvenile side is overshadowed by the adult side of NORCOR and needs to have a voice at the table. In addition, oversight for the budget needs to be determined; the Juvenile Directors would like it to look something like the Sheriffs' model.

Commissioner Runyon said that while DRO was well-meaning, this is not their area. He said that the Brown report is thorough and well-informed. Ms. Rogers reported that she has spoken to Sarah Radcliff from DRO who is pleased with the Brown Report, although she might have disputed a few items. Ms. Rogers stated

that we do not want to get in the business of generating reports.

Ms. Rogers said that there is an opportunity for a 3-year federal grant to fund programs around substance abuse and mental health for youth in custody. She stated that it fits in with what the report said we need. She said there is a meeting scheduled with key stakeholders to move an application forward; it will probably have to be submitted by Wasco County. She said she would like to see a case manager and a transition specialist for the juvenile side – perhaps the teacher's aide position could be expanded to serve as a transition specialist.

Vice-Chair Hege said that the comments he has heard among partners is that the juvenile side is costly; won't adding staff drive costs up more? Ms. Rogers replied that we are at the minimum – kids are safe. The recommendation is to add two staff to be a five-star facility which is the goal but will need to be funded. She said they are pushing to get OHP coverage for kids which would mean they could partner with MCCFL to cover the cost of the mental health services. She said that she and Mr. Stone are still working at AOC and with legislators for a rural minimum funding model for both adults and juveniles. She added that it is in our best interests to have conversations with the smallest counties to not necessarily increase their budget but to commit to looking at a different funding structure.

Mr. Stone said that we are at a good stepping off point from where we were four months ago; we have stabilized accusations from DRO, State and other counties. Now we can sit down and agree on what needs to be done and how to do it. There is consensus that we need to do something to stabilize the facility. He said that from the County's standpoint, that includes ICE and DRO coming to the table. He said he is hoping to get alignment on the State stage to work on something that will help rural Oregon facilities to be both stable and sustainable – if we can do that, we will be a much better rural detention and jail facility. Ms. Rogers concurred, saying that expanding beyond our community will be powerful.

Ms. Rogers said she spoke with Director O'Leary who will meet with the Governor on Thursday and ask to have the NORCOR moratorium lifted; Crook County will begin transporting at that time. She said that Crook County recently had to send youth to Klamath County because Deschutes was full. Crook County has reviewed the report and is eager to move forward. They believe that the action plan needs to be implemented and administration be held accountable.

Commission Call

Commissioner Runyon reported that counters have been installed on Dell Road. MCEDD has fully taken over the LINK transportation system; their advisory committee has met and they are looking for fixed route possibilities for The Dalles and cross-river transportation. He said there is a lot of excitement about what is happening.

Vice-Chair Hege asked about the call center ownership. Commissioner Runyon replied that MCEDD owns the building but shares space with GOHBI which manages the non-emergent medical transportation.

Chair Kramer commented that GOHBI has been very generous with our community. They have absorbed employees and made a smooth transition for us.

Commissioner Runyon commended Chair Kramer for his work on the transition of MCCOG programs. He went on to say that he and Vice-Chair Hege were able to attend Team Mosier day. Mosier thanked the County for their support with Union Pacific; the Mosier team did a good job of negotiating with UPRR.

Vice-Chair Hege announced that the Board has their annual NORCOR inspection this afternoon. Chair Kramer added that the Board is holding a Town Hall in Tygh Valley tomorrow evening. He said that he has committed to attend the Extension Service District's budget meeting but can cancel if the Board feels his attendance at the Town Hall should take precedence. It was agreed that Chair Kramer should attend the budget meeting.

Chair Kramer announced that Tri-County will have their meeting on the 25th of April and will be discussing Building Codes. He said that he will be attending that meeting and would like clear direction on any asks from Wasco County. After some discussion, the position of the Wasco County was established to be that we are in an evaluation period for Building Codes and how those services are being provided by the State; staff cannot make any recommendations on taking it on for Wasco County, much less the region at this time. Vice-Chair Hege said that he has been talking to the construction community and they are generally pleased with the services. Commissioner Runyon stated that he would not be interested in the County becoming the new MCCOG.

Mr. Stone said that the State has eliminated the possibility of contracting services out to private entities which changed the playing field for small counties. He said

that AOC is taking a hard look at it and we should as well. He said that for the County to take it on, we would have to recruit and employ in a market that is constrained by availability and the certification process.

Ms. Gambee announced that she just received a text announcing that the South Wasco Park and Recreation District has been awarded an Oregon Marine Board grant for the repair of the south boat ramp at the Pine Hollow Reservoir. She said they will likely do the work this fall when the water is at its lowest. She went on to say that May 18th is when they find out if they get the ODFW grant. They are also applying for funds from Oregon Parks to turn the land at the north boat ramp into a park area. She said they have some great designs that could help generate revenue.

Chair Kramer adjourned the meeting at 11:22 a.m.

Summary of Actions

MOTIONS

- **To approve Facilities recommendation to purchase a 1-ton truck from CH Urness Motors using contingency funds..**
- **To approve the indemnification and hold harmless agreement between Young Life Washington Family Ranch and Wasco County, Oregon.**
- **To approve the Young Life Washington Family Ranch fireworks applications for June 21, June 26, July 1, July 4, July 9, July 15, July 22, July 29 and August 15, 2018.**
- **To approve the Oregon Department of Agriculture Wolf Compensation and Financial Assistance 2018 Grant Agreement ODA-4083-18.**
- **To approve the Consent Agenda as presented.**
- **To approve the Ordinance 18-001 in the matter of the Wasco County Planning Department's request to approve the revised proposed legislative amendment to update the Wasco County National Scenic Area Land Use and Development Ordinance to create consistency with updates to the Management Plan of the Columbia River Gorge National Scenic Area and make other amendments appropriate for Wasco County (File #PLALEG-17-10-0001).**
- **To approve the AIA Document A101-2007 Standard Form Agreement**

**between Owner Wasco County and Contractor Griffin Construction
and to grant signing authority to Administrative Officer Tyler Stone.**

CONSENSUS

- **To sign a letter of support for the Mosier Deep Water Supply Wells Support grant application.**
- **To send a letter of support for the Dog River Pipeline grant application.**
- **To support moving forward with the Oregon Records Management Solution.**

Wasco County
Board of Commissioners

Steven D. Kramer, Board Chair

Scott C. Hege, Vice-Chair

Rod L. Runyon, County Commissioner



**WASCO COUNTY BOARD OF COMMISSIONERS
TYGH VALLEY TOWN HALL
APRIL 19, 2018**

PRESENT: Scott Hege, Vice-Chair
Rod Runyon, County Commissioner
STAFF: Kathy White, Executive Assistant

At 6:07 p.m. Vice-Chair Hege opened at Town Hall Meeting at the Tygh Valley School Community Center.

Commissioners Runyon and Hege explained what the Board of Commissioners does as well as reviewing the various committees/boards on which they serve or participate.

Brian Manning, South Wasco Park and Recreation District Board Member, talked about their efforts to obtain funding for repairs and upgrades at the Pine Hollow Reservoir. Just yesterday they were awarded Oregon Marine Board grant funding to repair the south boat ramp and will be applying for ODFW funding to replace the north boat ramp. He announced that they paid for the removal of the old boat ramp themselves. In addition they will be applying for Oregon State Parks grant funding to improve land donated by Wasco County – they hope to create a park that will generate revenue for the District. Commissioner Runyon pointed out that the District is non-taxing. Mr. Manning added that they are dependent on grant funds and donations; they will be organizing fund-raising events in the community as well.

Julie Tucker asked if there is anything she needs to do in conjunction with the County in order to pursue deconstruction activities. She said she is involved with a DEQ program that encourages reclamation of building materials rather than demolition projects that send materials to the landfill. The Board said they would put her in touch with the County's Planning Department.

A citizen asked if QLife could extend their Maupin project to Wamic. Vice-Chair

Hege responded that QLife met with Century Link who is getting funding specifically targeted at bringing connectivity to rural Wasco County. He said that he thinks they have approximately three years to expend the funds and he will continue to work with them and others to push the project forward. He said it is a big issue nationwide but it will take time. Commissioner Runyon noted that it is key to look at the rural communities as frontier areas.

A citizen expressed his views on the condition of the Deschutes River as a result of PGE activity and suggested that the County apply pressure to have PGE's license revoked.

Vice-Chair Hege thanked the South Wasco Alliance for hosting the Town Hall and all the citizens for their attendance. He closed the Town Hall at 7:10 p.m.

Wasco County
Board of Commissioners

Steven D. Kramer, Board Chair

Scott C. Hege, Vice-Chair

Rod L. Runyon, County Commissioner



AGENDA ITEM

Comprehensive Plan Updates

[STAFF REPORT](#)

[PRESENTATION](#)

[ORDINANCE 18-002](#)



STAFF REPORT PLALEG-16-08-001

Amendments to the Wasco County Comprehensive Plan

Request:	<u>Amend the Wasco County Comprehensive Plan</u> <ol style="list-style-type: none">1. Change the format to align with Statewide Land Use Planning Goals2. Update policy and implementation strategies of Goal 1 and Goal 2 to reflect current practice and be consistent with state law.
Prepared by:	Kelly Howsley Glover, Long Range Planner
Prepared for:	Wasco County Board of Commissioners
Applicant:	Wasco County Planning Department
Staff Recommendation:	Adoption of the proposed amendments.
Hearing Date:	May 2, 2018
Procedure Type:	Legislative
Attachments:	Attachment A: Wasco County Comprehensive Plan Periodic Review Work Tasks 1 and 2 Overview Attachment B: Draft of Proposed Chapters 1 and 2 of Wasco County 2040 (Comprehensive Plan)

I. APPLICABLE CRITERIA

- A. Wasco County Comprehensive Plan Chapter 11: Revisions Process
 1. Section B: Form of Comprehensive Plan Amendment
 2. Section C: Who May Apply for a Plan revision
 3. Section D: Legislative Revisions
 4. Section H: General Criteria
 5. Section I: Transportation Planning Rule Compliance
 6. Section J: Procedure for the Amendment process
- B. Oregon Administrative Rules 660-025

II. SUBMITTED COMMENTS

As noted below, the proposed revisions were publically noticed and made available for public review. As of April 17, 2018 the Wasco County Planning Department has received no comments about the proposed revisions.

III. PUBLIC INVOLVEMENT

In addition to the hearings associated with this legislative process, which allows for public testimony and the ability to provide written comment, Wasco County has included the following additional measures to ensure the process is open to the public. Wasco County LUDO Section 2.080 provides public notification requirements for public hearings. Section 2.080 C. requires a notice to be published in the official newspaper for Wasco County (The Dalles Chronicle) 15 days for Planning Commission hearings and Section 2.080 D. requires a notice to be published in the newspaper 10 days before a hearing before the Board of County Commissioners.

A. Newspaper Notification

Citizen Advisory Session March 6, 2018:

Public notice for a Citizen Advisory Group meeting was published in The Dalles Chronicle on February 13, 2018, more than 20 days prior to the March 6th work session.

Planning Commission Hearing #1 April 3, 2018:

Public notice for Planning Commission Hearing #1 was published in The Dalles Chronicle on March 14, 2018, more than 20 days prior to the April 3, 2018 hearing date.

At the April 3rd hearing, the Planning Commissioners heard comments from three citizens. A notice of recommendation was sent to the participants on April 12, 2018.

Board of County Commissioner Hearing #1 May 2, 2018:

Public notice for the Board of County Commission Hearing #1 was published in The Dalles Chronicle on April 22, 2018, ten days prior to the May 2, 2018 hearing date.

B. Information Available on Website

Information regarding the proposed amendments was placed on the Wasco County Planning Department Website¹ on March 16, 2018. If changes are made as a result of a publicly noticed hearing, the webpage will be updated to reflect such changes. At the time of publication of this document, the following information was made available:

- A listing of hearing dates, times and locations.
- Drafts of the proposed amendments
- Staff report describing the process and proposed changes
- A way to submit comments and concerns

In addition, the Wasco County Comprehensive Plan website² has included several posts that have included the time and date of meetings and discussion of proposed topics. The information is also promoted on the Planning Department's social media channels³.

¹ <http://co.wasco.or.us/departments/planning/index.php>

² www.Wasco2040.com

³ www.wasco2040.com, Planning Department Facebook and Twitter

Results from the Planning Commission hearing were also updated into a blog post on the project website and dates of the BOCC hearing were posted on both the project website and the Wasco County website calendar.

C. Notification to Partners

An email notification of proposed amendments, progress on Periodic Review, and the legislative hearing was sent to the Periodic Review Assistance team⁴ and other Citizen Advisory Group identified stakeholders on March 16, 2018. The notification included links to the staff report, proposed amendments, and the opportunity to comment.

Notice of the Planning Commission's recommendation for approval and the advancement to the BOCC was sent to partners via email on April 12, 2018.

D. Notification to Community Notification List

During the initial outreach phase of Wasco County 2040, an email notification list was assembled to ensure key stakeholders and interested members of the public were notified of project milestones and opportunities to participate. Members of the public continue to have the opportunity to sign up for this list at any time on the project website⁵ or in person at any of the public hearings, work sessions or other events. They can also request to be put on the list via email, telephone, or in the Planning Department Office. Currently this list includes 66 interested parties from the community.

An email notification of proposed amendments, progress on Periodic Review, and the legislative hearing was sent to this notification list on March 16, 2018. The notification included links to the staff report, proposed amendments, and information on how to provide comment.

IV. FINDINGS

A. Wasco County Comprehensive Plan Criteria

1. Chapter 11 - Revisions Process

a. Section B – Form of Comp Plan Amendment

Amendments to the Comprehensive Plan include many forms and can either be legislative or quasi-judicial.

FINDING: The request is for a legislative text amendment to policies and the format for Goals 1 and 2 of the Comprehensive Plan, as part of a broader Periodic Review work plan. Amendments include reformatting and edits to existing policy and implementation for both Goals.

b. Section C – Who May Apply for a Plan revision

Amendments to the plan may be initiated by the Wasco County Governing Body

⁴ Periodic Review Assistance Team is a DLCD assembled group of state agency partners and other stakeholders that serve in an advisory capacity over the course of the Periodic Review. They are state identified subject experts in a variety of topics that impact Comprehensive Plans.

⁵ <https://wasco2040.com/contact/>

FINDING: The Wasco County Board of Commissioners authorized the Wasco County Planning Department on October 5, 2016 to pursue Voluntary Periodic Review to update the Wasco County Comprehensive Plan.

c. Section D – Legislative Revisions

Legislative revisions include land use changes that have widespread and significant impact beyond the immediate area such as quantitative changes producing large volumes of traffic; a qualitative change in the character of the land use itself, such as conversion of residential to industrial use; or a spatial change that affects large areas or much different ownership. The Planning Commission and County Governing Body shall evaluate the plan as often as necessary to meet changes in the social, economic, or environmental character of Wasco County.

FINDING: The proposed text amendments to policies and format of the Comprehensive Plan are applicable to all properties governed by the Wasco County Comprehensive Plan and therefore the proposal is a legislative revision. The proposed amendments are part of a larger Periodic Review process approved by the Planning Commission, Board of County Commissioners, Department of Land Conservation and Development and the Land Conservation and Development Commission. To be accepted for Periodic Review, staff prepared extensive justification called a Plan Evaluation (See Attachment B) demonstrating the need for amendments to the Comprehensive Plan as a result of changes in the social, economic and environmental character of Wasco County.

d. Section H – General Criteria

The following are general criteria which must be considered before approval of an amendment to the Comprehensive Plan is given:

- 1). Compliance with the statewide land use goal as provided by Chapter 15 or further amended by the Land Conservation and Development Commission, where applicable.***
- 2). Substantial proof that such change shall not be detrimental to the spirit and intent of such goals.***
- 3). A mistake in the original comprehensive plan or change in the character of the neighborhood can be demonstrated.***
- 4). Factors which relate to the public need for healthful, safe and aesthetic surroundings and conditions.***
- 5). Proof of change in the inventories originally developed.***
- 6). Revisions shall be based on special studies or other information which will serve as the factual basis to support the change. The public need and justification for the particular change must be established.***

FINDING: The proposed text amendments to policies and format of the Comprehensive Plan are intended to reflect current conditions and practices and will not substantially alter the Citizen Involvement or Land Use Planning Programs. The intent of the amendments is to make the policies and

implementation methods consistent with State law and input received by property owners and community members during the 2017 visioning work. As evidenced in the substantive change summary section of this staff report, most proposed amendments will remove references to the 1983 Wasco County planning structure and replace it with language that clearly references best practices.

Wasco County has changed since 1983. The proposed amendments in this report do not reflect the correction of mistakes in the previous Comprehensive Plan language. Instead, they are an update that reflects the passage of time and change in conditions. Relevant to Goals 1 and 2, Wasco County moved from a regional focused “planning area” concept to a unified Planning Commission. This has been standard practice for several decades. In addition, population has increased and technology has significantly improved opportunities to better engage the public and solicit comment.

Work tasks 1 and 2 are part of a broader periodic review work plan and map to Goals 1 and 2 within the statewide Land Use Planning Program. Neither Goal has an inventory as part of the goal, policies or implementation strategies. References have been cited where relevant, including the Citizen Involvement Plan.

The proposed revisions to Goals 1 and 2 are intended to ensure compliance and consistency with state law and current conditions in Wasco County and are therefore consistent with statewide land use goals 1 and 2. In sum, the proposed amendments are consistent with the criteria of Section H.

e. Section I- Transportation Planning Rule Compliance

1). Review of Applications for Effect on Transportation Facilities – A proposed zone change or land use regulation change, whether initiated by the County or by a private interest, shall be reviewed to determine whether it significantly affects a transportation facility, in accordance with Oregon Administrative Rule (OAR) 660-012-0060 (the Transportation Planning Rule – “TPR”). “Significant” means the proposal would:

- a). Change the functional classification of an existing or planned transportation facility (exclusive of correction of map errors in an adopted plan);***
- b). Change standards implementing a functional classification system; or***
- c). As measured at the end of the planning period identified in the adopted transportation system plan:***
 - i. Allow land uses or levels of development that would result in types or levels of travel or access that are inconsistent with the functional classification of an existing or planned transportation facility;***
 - ii. Reduce the performance of an existing or planned transportation facility below the minimum acceptable performance standard identified in the TSP; or***
 - iii. Worsen the performance of an existing or planned transportation facility that is otherwise projected to perform below the minimum acceptable performance standard identified in the TSP or Comprehensive Plan.***

FINDING: Proposed revisions to Goals 1 and 2 do not have a direct or indirect impact on transportation facilities, the Transportation Systems Plan, or Transportation Planning rules. Given this information, the proposed amendments are consistent with the requirements of Section I.

Oregon Administrative Rules 660-025-0130

Submission of Completed Work Task

- 1). A local government must submit completed work tasks as provided in the approved work program or a submittal pursuant to OAR 660-025-0175 to the department along with the notice required in OAR-660-025-0140 and any form required by the department. A local government must submit to the department a list of persons who participated orally or in writing in the local proceedings leading to the adoption of the work task or who requested notice of the local government's final decision on a work task.***

FINDING: Consistent with requirements of OAR-660-025-0140, a notice was sent to DLCD on February 22, 2018 to inform them of the proposed April 3, 2018 hearing and subsequent hearings to adopt Work Tasks 1 and 2, pursuant to OAR 660-025-0175. As of the date of this report, staff has not received written comment or request for notification from the public on Work Tasks 1 and 2.

At the April 3, 2108 hearing, three participants gave oral testimony. The testimony did not address criteria and was related, more generally, to the larger Wasco County 2040 process. At such a time when written comment is received, it will be attached to the staff report and submitted to DLCD. Oral testimony is part of the record and will be submitted to DLCD with the minutes. In addition, staff will submit a list of all persons who participated in the process, in writing or orally.

In conclusion, the submission of completed work tasks has been executed in a manner consistent with OAR 660-025-0130.

- 3). For a periodic review tasks to be complete, a submittal must be a final decision containing all required elements identified for that task in the work program. The department may accept a portion of a task or subtask as a complete submittal if the work program identified that portion of the task or subtasks as a separate item for adoption by the local government. All submittals required by section 1) of this rule are subject to the following requirements:***
 - a). If the local record does not exceed 2,000 pages, a submittal must include the entire local record, including but not limited to adopted ordinances and orders, studies, inventories, findings, staff reports, correspondence, hearings minutes, written testimony and evidence, and any other items specifically listed in the work program.***
 - b). If the local record exceeds 2,000 pages, a submittal must include adopted ordinances, resolutions, and orders; any amended comprehensive or regional framework plan provisions or land use regulations; findings, hearing minutes; materials from the record that the local government deems necessary to explain the submittal or cities in its findings; and a detailed index listing all items in the local record and indicating whether or not the item is included in the submittal. All items in the local record must be made available for public review during the period for submitting objections under OAR 660-025-0140. The director or commission***

may require a local government to submit any materials from the local record not included in the initial submittal;

- c) A submittal of over 500 pages must include an index of all submitted materials. Each document must be separately indexed, in chronological order, with the last document on the top. Pages must be consecutively numbered at the bottom of the page.*

FINDING: The local record for Work Tasks 1 and 2 will not exceed 2,000 pages. Consistent with this requirement, submittal to DLCD will include the entire local record, including but not limited to the adopted ordinance and orders, studies, findings, staff reports, correspondence, hearing minutes, written testimony and evidence and any other relevant material. A copy of the record, when complete, will also be available for inspection at the Planning Department.

Attachment A
Wasco County Comprehensive Plan Periodic Review Work Tasks 1 and 2 Overview
PLALEG-16-08-0001

Documentation: The following is a summarized overview. While some substantive changes are being proposed, a significant amount of non-substantive changes are also proposed.

State of the Comprehensive Plan:

- A. **Purpose:** The main purpose of the Comprehensive Plan is to function as a visionary policy document with a 20 year horizon. The plan represents the desires of the citizens of Wasco County and provides generalized direction for development, preservation, the planning process, citizen involvement and numerous other elements related to land use planning. Due to frequent changes in circumstances, law, and the desires of the citizens of the county, the major components should be updated every five to ten years as needed. The Land Use and Development Ordinance includes the specific rules and regulations that are meant to implement this vision and amendments to it are required to be consistent with Comprehensive Plan language.
- B. **Prior Updates:** The existing Comprehensive Plan was acknowledged by the Land Conservation and Development Department in 1983. Major components of the document have not been updated since 1983, resulting in them now being out of date. Other portions have been updated but were done inconsistently and in some cases, the new language was never inserted into an amended document. In several instances, updates to the ordinance are now out of compliance with the Comprehensive Plan because of the lack of comprehensive updates. A more comprehensive update was initiated in 2009, but ultimately not completed or adopted. Staff has used some of the past findings and information in drafting the proposed updates.
- C. **Format:** The Comprehensive Plan is currently organized in a way that puts unrelated information in the same chapter and separates related information into multiple chapters. This has created significant difficulty for staff and the public to find information and utilize as the plan was intended. It also makes it more challenging to do updates to particular Goals or data sources, when new information is available.
- D. **Reformatting:** After a careful case study of other Oregon county comprehensive plans, the Citizen Advisory Group held several work sessions in 2015 and 2016 to discuss, among other issues, reformatting the Comprehensive Plan for increased use, transparency and readability. Based on those work sessions, staff was directed to compile and organize information in a manner that better aligned the plan to the Statewide Land Use Planning Goals.
 - 1. **Oregon's Statewide Land Use Planning Goals:** The vast majority of the Comprehensive Plan language is tied to one of the State of Oregon's Land Use Planning Goals. Other than some introductory chapters, the entire Comprehensive Plan is being formatted so that each chapter corresponds to one of the applicable Goals. Each chapter will include all of the policies, findings, and inventories for the specific goal, in addition to any references and historical information.

2. **Format of Goal Chapters:** Each Goal related chapter will be formatted according to the following conventions:
 - a. Overview: A sentence to paragraph on the outlining the purpose behind the Goal and Wasco County policies.
 - b. Statement of Wasco County Goal and reference to Statewide Planning Goal
 - c. Any cross-references to other Goals
 - d. Policy Statements
 - e. Implementation Statements for each policy
 - f. Findings and reference section detailing any relevant findings and references.

Chapter by Chapter Overview of Proposed Substantive Amendments:

A. Chapter 1- Goal 1 Citizen Involvement

This new chapter maps to Goal 1 (Citizen Involvement) and includes existing, historical information about Citizen involvement in Wasco County, a brief overview of Citizen Involvement's purpose in Wasco County, an excerpt of Oregon's Statewide Land Use Planning Goal 1, policies, implementation strategies for each policy, and a new findings and references section.

1. **Historical Information:** The purpose of this section's inclusion is to help introduce some of the concepts and provide a historical reference for Wasco County's Citizen Involvement Program. Much of the historical information is taken directly from the Wasco County Citizen Involvement Program document (Appendix 1-B).
2. **Excerpt of Statewide Planning Goal:** Excerpt from the Oregon Administrative Rules on Goal 1 that outlines for staff and public the purpose of Goal 1.
3. **Wasco County's Citizen Involvement Goal:** This was reworded to map more directly to the State Goal.
4. **Policies:** The existing plan has three policies. The recommendation is to keep three policies but update them to more accurately reflect current policy and status, as well as the feedback gained from citizen input during the 2017 visioning process.
 - a. Policy 1: Current language "Improve the availability of all the residents in the County." Staff has combined that with existing Policy 3 "Encourage involvement of citizens and property owners in the land use planning process." Many of the implementation policies of the existing Policy 1 reference Wasco County's previous system of having five planning areas with separate planning commissions. The following changes are proposed for the implementation strategies for Policy 1:
 - (1) Implementation Strategy "a." states: *"Hold at least one Citizen Advisory Group Meeting per year. Other meetings shall be held as needed to inform the group of proposed changes in the Comprehensive Plan and other land use actions."* This strategy is being removed from the Comprehensive Plan, because our Planning Commission has served as the Citizen Advisory Group for over a decade and consistently meets more than once a year. All Citizen Advisory Group information

has been moved to Policy 2. The proposed language for Implementation “a.” describes the notification process as it relates to state law as well as the broader interest in notifying all citizens when Wasco County proposes changes have the potential to impact all community members. This also encapsulates information in Policy 3 Implementation Strategy A.

- (2) Implementation Strategy “b.” currently references a planning areas system that has not been in effect for several decades. It states: *“The Chairmen of the planning areas shall be advised on all agency meetings or hearings on actions affecting land use.”* The proposed amendments replace this language with *“Provide for continuity of citizen participation in all phases of the planning process.”* This is strategy will ensure that citizen participation is being carried out in a consistent and continuous manner.
 - (3) Implementation Strategy “c.” includes *“Make all pertinent land use information from all agencies available to the Citizen Advisory Group chairmen,”* a reference to Wasco County’s prior planning area system, and is not relevant to current practice. The proposed language states: *“Foster citizen involvement using a range of available media including mailings, emails, the website and social media, meetings, newspaper and radio.”* This reflects current practice and is important to support proposed language for Implementation Strategy “b.”
 - (4) Implementation Strategy “d.” states: *“Presentation information used to reach decisions in a simple and straightforward manner to help citizens comprehend the issues. When relevant, use the best available data to support information.”* This is an additional strategy to direct Planning Department staff and the Planning Commission for best practices on communication. During the Wasco County 2040 visioning outreach sessions, interest was expressed by the public that staff present data and other supporting information when available to help citizens make educated decisions.
- b. Policy 2: states *“A Citizen Involvement Program shall encourage the participation of citizens representing a broad cross section of the population.”* This existing language has been codified by both the Planning Commission and Citizen Advisory Group charters, and is reflected in Implementation Strategy “d.” for Policy 2. The new proposed language is *“The Wasco County Planning Commission shall be officially recognized Citizen Advisory Group (CAG).”* This has been standard practice for the Wasco County Planning Department; notice of this practice was sent to DLCD in 2010. The following changes are proposed for the implementation strategies for Policy 2:
- (1) Implementation Strategy “a.” Existing language relates to current Policy 2, and expands the policy: *“A diversified geographic and vocational cross-section of citizens will be encouraged to participate in Citizen Advisory Groups.”* This policy has been incorporated into Implementation Strategy “d.”, and outlines the diversity and details of voting members consistent with state law. Similar language is also in the Planning Commission and Citizen Advisory Group charters. The replacement for Implementation Strategy “a.” is *“The Citizen Advisory Group has a separate charter, Chair and Vice-Chair to conduct meetings (Appendix 1-A).”* This implementation

strategy is recommended to ensure the public and staff is aware of the existence of a separate charter and rules of conduct for the Citizen Advisory Group.

- (2) Implementation Strategy “b.” states: *“The Wasco County Planning Office shall provide clear and concise notice of the opportunities for citizen involvement.”* This current language has been incorporated into Policy 1. Proposed language states: *“The Citizen Advisory Group is a recommending body only.”* This is consistent with the Citizen Advisory Group body, state law and current practice and intended to make clear to staff and the public the CAG’s role.
 - (3) Implementation “c.” states: *“Encourage open attendance and participation by all people at Citizen Advisory Group meetings.”* This strategy is contained within Policy 1. The proposed new language states: *“The Citizen Advisory Group is a consensus oriented group.”* This language is in the charter and intended to clearly state for staff and the public how CAG’s drafts recommendations.
 - (4) Implementation Strategy “d.” does not have a fourth strategy under Policy 2. Staff is recommending that current Policy 2, Implementation Strategy “A” be expanded into Implementation Strategy “d.”, which specifically cites Oregon law for the requirements for CAG participants.
- c. Policy 3: Current policy is *“Encourage involvement of citizens and property owners in the land use planning process.”* This policy was moved to Policy 1. Staff is recommending a new policy which addresses the use of additional citizen advisory groups, which have been utilized in the past by Wasco County. The new language being proposed states: *“Where deemed appropriate, the Board of County Commissioners shall establish additional citizen advisory groups for specific planning topics and tasks.”* The following changes are proposed for the implementation strategies for Policy 3:
- (1) Implementation Strategy “a.” contains language that maps to previous policy and is encapsulated now in Policy 1. The proposed language to better support the new policy is: *“Citizen advisory group members shall be a cross section of affected citizens, groups, and agency representatives.”* This also reflects policy recommendations in Policy 2 and is consistent with state law.
 - (2) Implementation Strategy “b.” currently states: *“Notices of all Citizen Advisory Group meetings should be posted by the Wasco County Planning Office in the Wasco County Courthouse, at least two public places in each planning area, and shall be advertised in the newspaper of general circulation throughout the County.”* Standard practice and state law requirements have ensured Planning Staff provide public notice via mail, email, website, public postings and the newspaper. This strategy has been modified and put under Policy 1.
 - (3) Implementation Strategy “c.” is the existing third strategy for the involvement policy. It states: *“When revising or adopting the Comprehensive Plan there shall be a public hearing held with each Citizen Advisory Group that is affected by the proposed action.”* The implementation strategy reflects the previous planning areas system. Comprehensive Plan updates are required to be noticed to impacted property

owners. The proposed third implementation strategy is further explanation of the goals of additional citizen advisory groups: *“The primary task of a citizen advisory group will be to assist planning staff in generating recommendations for amendments to the Wasco County Comprehensive Plan or Land Use and Development Ordinance.”*

- d. Implementation Strategy “d. Staff is recommending an additional implementation strategy that addresses the need for resources to be allocated to project manage, facilitate and support additional citizen advisory groups. The proposed language states: *“Adequate funding for established citizen advisory groups shall be allocated on an annual basis through the county budget process.”* In the past, gaps with funding cause significant time lags in amending plans along with citizen advisory group recommendations. By adding this strategy, staff is recommending it be made clear to future staff – and the community – the costs affiliated with additional citizen advisory boards and groups.
5. **Findings and References:** To help provide some information about each of the policies, as well as some history, findings and references are provided at the end of the chapter.
- B. **Chapter 2 – Goal 2 Land Use Planning**
- This new chapter maps to Goal 2 (Land Use Planning) and includes a brief overview of land use planning in Wasco County, an excerpt of Oregon’s Statewide Land Use Planning Goal 2, policies, implementation strategies for each policy, and a new findings and references section.
1. **Excerpt of Statewide Planning Goal:** Excerpt from the Oregon Administrative Rules on Goal 2 that outlines for staff and public the purpose of Goal 2.
 2. **Wasco County’s Land Use Planning Goal:** This was reworded to recognize our current land use planning processes and policies and their maintenance, rather than creation or development as expressed in the 1983 goal.
 3. **Policies:** The existing plan has four policies. The recommendation is to keep four policies but update them to more accurately reflect current policy and status.
 - a. Policy 1: Staff is proposing to keep the same policy in the new document, as it references our Citizen Involvement Program and citizen involvement goals. Similarly, Implementation Strategies “a.” and “b.” are proposed to remain the same.
 - (1) Implementation Strategy “c.” is an addition recommended by Staff. It states: *“Copies of the Comprehensive Plan will be available for review at the Wasco County Planning Department and on the Wasco County’s website.”* The intent of this addition is to clearly indicate to staff and citizens where they can access the Comprehensive Plan.
 - b. Policy 2: No changes are proposed to policy 2. Implementation strategies are also proposed to remain the same, with the exception of b., where the language *“to the extent practicable”* is added to the statement.

- c. Policy 3: Staff is recommending no changes to this policy, but is recommending changes to the implementation strategies that support policy. The following changes are proposed for the implementation strategies for Policy 3:
- (1) Implementation Strategy “a.” currently states: *“The Citizen Advisory Groups, in conjunction with the County Planning staff, shall conduct annual Comprehensive Plan review and evaluation.”* Because the “Citizen Advisory Groups” references the old planning areas structure, and an annual review is not consistent with practice or state recommendation, the new proposed statement is *“County Planning staff shall conduct periodic reviews and evaluations of the Comprehensive Plan.”*
 - (2) Implementation Strategy “b.” currently states: *“Plan review and amendment shall take place every two years or whenever significant changes in the social, economic, physical or environmental character of the County are evident.”* Staff proposes to replace this language with *“Plan review and amendment shall take place whenever significant changes in the social, economic, physical, or environmental character of the County are evident.”* This makes the language consistent with state recommendations and more realistic, given resource constraints.
 - (3) Implementation Strategy “c.” is proposed to be amended to remove the following statement: *“(This process is identical to the planning process employed for the initial development of the Comprehensive Plan)”* as it will no longer apply with the Periodic Review update and may be confusing to future staff or the public. The strategy will remain *“Plan review, evaluation, and amendment shall be carried out utilizing the revisions process as set forth in the Comprehensive Plan.”*
- d. Policy 4: No changes are proposed for Policy 4, as it maps to Goal 1. The following changes are proposed for the implementation strategies for Policy 4:
- (1) Implementation Strategy “a.” currently states: *“Signs should be posted throughout the County to indicate permits are required.”* Staff is recommending its removal to reflect current practice, and defers to notification as indicated under Goal 1.
 - (2) Implementation Strategy “b.” states: *“Federal, State, County and City agencies should cooperate to simplify, combine and expedite permit application.”* An “s” is proposed to be added to “application”. Staff also proposes a second sentence to read: *“Staff will work with partner agencies and organizations to ensure timely coordination.”* Planning Commission recommended changing “will” to “shall” to require it of staff. This change was incorporated into the draft.
 - (3) Implementation Strategy “c.” is a specific implementation strategy that is no longer in practice. Staff recommends replacing it with a reference to Goal 1; Instead of *“Allow for local public input into the process of locating electrical corridors”* staff is recommending *“Allow for local public input into the planning process through Goal 1 policies and implementation.”*
 - (4) No change is proposed for the Implementation Strategy “d”.

4. **Findings and References:** To help provide some information about each of the policies, as well as some history, findings and references are provided at the end of the chapter.

C. An Appendix has been added for documents referenced in the Chapters of the proposed Comprehensive Plan text. This will be compiled with other chapters and ultimately be located in the last pages of the Comprehensive Plan.

DRAFT

Attachment B

Executive Summary

Opportunities for Public Involvement

The Wasco County Citizen Involvement Program (CIP) requires the Citizen Advisory Group (CAG) participate in the planning process. The CAG consists of members of the Wasco County Planning Commission, including alternates. During the course of the Comprehensive Plan Update planning process, the CAG developed a [charter](#) and rules to establish themselves, in keeping with CIP, as a consensus body making recommendations to the Planning Commission. The CAG has a separate chair and vice chair.

The Planning Commission has been working with Planning Department staff on developing a long range work plan since 2015. This work has been done over the course of several work sessions at publicly noticed hearings. Included in these discussions were options to update the Comprehensive Plan through a Post Acknowledgment Plan Amendment or Voluntary Periodic Review ([July 7, 2015](#); [March 1, 2016](#); [June 7, 2016](#)). The Planning Commission ultimately opted to proceed with asking to enter Voluntary Periodic Review, and monthly work sessions between June 2016 and January 2017 were devoted to preparing to address criteria, develop a tentative work plan, and design a public participation process.

Following Wasco County's request to enter Voluntary Periodic Review at the Land Conservation and Development Commission meeting on January 26, 2017, work sessions that followed included preparing the process and public involvement pieces. In March of 2017, the Wasco County Planning Department sent a public notice to all property owners in Wasco County, as required by Measure 56, informing the public of a number of changes to plans and ordinances upcoming for Wasco County, including Wasco County 2040 (Comprehensive Plan Update).

On April 11, 2017 a public meeting was held, as indicated in the Measure 56 notice, to educate residents and business owners about the proposed changes. At this time, the Wasco County Planning Department also launched a Wasco County 2040 website as one tool for continuing to encourage participation in the update process, advertise upcoming events and workshops, provide opportunities for comment, and post information relevant to the update.

At the end of the visioning events, on October 3rd, 2017, a public meeting and hearing was held to finalize the work plan. The public was noticed and provided details related to Periodic Review, and offered the opportunity to submit work tasks before the Planning Commission approved the work plan.

Periodic Review Evaluation Survey Checklist

Factor 1: There has been a substantial change in circumstances including but not limited to the conditions, findings, or assumption upon which the comprehensive plan or land use regulations were based, so that the comprehensive plan or land use regulations do not comply with the statewide planning goals relating to economic development, needed housing, transportation, public facilities and services and urbanization.

1. What new information affecting the comprehensive plan has not yet been incorporated into the plan?
 - Public and private forestry harvests peaked in the 1980's in Wasco County and have since declined. The decline has resulted in the closure of several timber mills, subsequent job losses, and a high level of disinvestment in several rural communities. Many of the current restrictions in Wasco County forest zones and the zoning of our rural communities are directly tied to the assumption of a robust forestry economy.

More than twenty five years after peak timber harvest , Wasco County needs to evaluate whether restrictions and zoning predicated on commercial scale logging will support economic growth and prosperity for the future.

- In 2007, federal timber receipts reduced from 2 million to \$100,000, effectively eliminating the primary funding stream for Wasco County Public Works . Many of the zoning decisions, policies and strategies in the Comprehensive Plan were predicated on a stable, well-funded public roads system that can support agricultural, forestry and residential transportation. With 98.6% of our non-National Scenic Area lands in resource zones, and much of that land in a tax deferral program, Wasco County general fund is currently unable to subsidize transportation funding gaps. While the road fund continues to be an area of concern, added pressures from statewide initiatives like emergency response and resiliency planning needs, agriculture tourism, recreation tourism, scenic bikeway designations, special events on public lands and roads, and improved transportation technology further compound need to maintain and upgrade aging infrastructure.
 - Update Goal 12 policies to align with the Wasco County Transportation Systems Plan (2009) and reference the TSP as the primary policy and implementation document.
 - When the Comprehensive Plan was adopted, Wasco County had several different agricultural zones that permitted 20 and 80 acre minimum parcel sizes. The Wasco County Comprehensive Plan Zoning Map and Land Use and Development Ordinance have subsequently been updated to reflect changes to state law in minimum parcel size. In addition, Wasco County adopted a Go Below Exclusive Farm Use (EFU) zone in 1998 to support intense orchard agricultural operations in lands south of The Dalles. Although significant changes to minimum parcel size have transformed current planning regulation, the Comprehensive Plan has not been updated to support a strategic vision for EFU lands. As a result of this incongruence, there is a lack of clarity for property owners seeking land divisions; more significantly, and to the detriment of the whole county, there is a lack of actionable policies and implementation tools that speak to our specific challenges and opportunities.
 - Demands on water resources and the impact of climate change have resulted in crisis or near crisis for many parts of the county. This includes the reduction of forage for grazing, reductions in irrigation, development and use restrictions in incorporated communities due to shortages or low aquifer levels, an increased risk of wildfire, and concerns from emergency response providers who rely on large quantities of water for combating a variety of incident needs.
 - Since 1983, many state regulations outside of the land use planning system have changed processes, notification requirements, and permits for external agencies that may be tied or related to our review process. The Wasco County Comprehensive Plan does not reference all of the appropriate inventories or regulatory agencies, which has resulted in inconsistent reviews or public notices and a lack of transparency to our community.
2. What changes in local goals or objectives have occurred since adoption of the comprehensive plan that require amendments to the plan or implementing ordinances (e.g., changes in economic opportunities or the transportation system)?
- a. Are there new community goals or objectives (or changes to existing ones) that need to be addressed in the comprehensive plan?
- Based on our visioning outreach work, the community has expressed interest in exploring agri-tourism and recreation opportunities. Staff also received significant feedback that the zoning regulations, particularly as they relate to EFU minimum parcel sizes, need to be reevaluated to allow for more flexibility and

development. The work plan identifies that both these potential policy and implementation changes need further public input before being incorporated into the final plan.

- Most of our County is concerned about water and would like to see our land use planning program demonstrate a clearer and more strategic nexus between water resources and development. We are recommending development of a separate water conservation plan that might inform standards, and be connected to work done by the Oregon Water Resources Department and our Soil and Water Conservation District.
 - b. Are there goals, objectives or policies in the comprehensive plan that are no longer applicable and should be deleted or amended?
 - References to the former Columbia River Gorge Environmental Protection District, which has been replaced by the federal National Scenic Area program, should be removed. References should now direct staff and public to the Columbia River Gorge Commission Management Plan and National Scenic Area Land Use and Development Ordinance for Wasco County.
 - Update Goal 13 policies based on new state law, changes to our LUDO and input from the public. We also need a recommendation to revise our LUDO to include commercial scale photovoltaic facilities.
 - Remove references to the Historical Landmarks Commission and amend to be consistent with current practice.
 - c. Have all the plan policies that obligate your jurisdiction to implement specific provisions in the future been carried out (e.g., a policy to complete planning for a wildlife habitat when more complete inventory information is available?) If not, what additional planning work needs to be carried out in periodic review?
3. What major activities or events affecting land use have occurred that were not anticipated in the plan, but necessitate updating the plan? For example, did a major new employer site in your county, with unanticipated effects on roads, farms, and forest uses, or demand for rural services?
- The National Scenic Area (NSA) removed a portion of the County from state rules and placed into federal rules. Although Wasco County is the implementer for the federal land use regulations, there are differences between the NSA and regular County programs that are not identified or made transparent in our Comprehensive Plan. Most significant are some of the impacts to Goal 14, or UGB expansion for our main city, The Dalles.
 - Significant loss of funding for our transportation network as a result of severe decline of timber receipts; in 2007, federal timber receipts reduced from 2 million to \$100,000, effectively eliminating the primary funding stream for Wasco County Public Works. Many of the zoning decisions, policies and strategies in the Comprehensive Plan were predicated on a stable, well-funded public roads system that can support agricultural, forestry and residential transportation. With 98.6% of our non-National Scenic Area lands in resource zones, and much of that land in a tax deferral program, Wasco County general fund is currently unable to subsidize transportation funding gaps. While the road fund continues to be an area of concern, added pressures from statewide initiatives like emergency response and resiliency planning needs, agriculture tourism, recreation tourism, scenic bikeway designations, special events on public lands and roads, and improved transportation technology further compound need to maintain and upgrade aging infrastructure.
4. Do the farm and forest elements of the comprehensive plan need to be updated?

- a. Does new information on national, state, or local trends show any changed circumstances since the plan was last updated? Does the new information need to be incorporated into the plan?
- Results from significantly diminished logging activity since the 1990s, and national, regional and local trends that seem to support continuation of at least some of those circumstances necessitate an update to economic development and forest lands policies that are based on the assumptions of forestry and logging as a main economic activity in Wasco County.
 - Statewide and local trends (and concerted efforts towards) agri-tourism require Wasco County adopt strategic policy related to agri-tourism allowances in EFU. We are also seeing a demand for other types of value added ag, and some alternative approaches to address difficulties with succession planning and ageing farmers.
- b. Has there been a change in your community's assessment of the types of farm and forest activities that are most likely to develop in your area?
- When the Comprehensive Plan was adopted, Wasco County had several different agricultural zones that permitted 20 and 80 acre minimum parcel sizes. The Wasco County Comprehensive Plan Zoning Map and Land Use and Development Ordinance have subsequently been updated to reflect changes to state law in minimum parcel size. In addition, Wasco County adopted a Go Below Exclusive Farm Use (EFU) zone in 1998 to support intense orchard agricultural operations in lands south of The Dalles. Although significant changes to minimum parcel size have transformed current planning regulation, the Comprehensive Plan has not been updated to support a strategic vision for EFU lands. As a result of this incongruence, there is a lack of clarity for property owners seeking land divisions; more significantly, and to the detriment of the whole county, there is a lack of actionable policies and implementation tools that speak to our specific challenges and opportunities.
 - Since the 1983 plan, forestry and logging have experienced significant declines. Logging was identified as a key economic development strategy, and given the significant changes that are no longer viable. In many cases our forest zones contain watershed lands that should continue to be preserved, but there are significant frustrations with landowners who feel that is not transparent nor identified in the Comprehensive Plan.
 - Since passing Cannabis regulations, we have seen development of production and secondary processing facilities in the County in areas that are more remote or underserved by public facilities and services. We also have significant public interest in developing specialty crops in an area of the county that was previously dominated by alfalfa or hay or CRP.
- c. Is there adequate protection for farm and forest land in your plan?
- During our Countywide visioning work, many residents expressed concern that without more flexible allowances for agricultural lands, including value added ag opportunities, a portion of the land will continue to be converted to large non-farm residential estates.
- d. Is your plan out of date regarding the inventory of farm and forest lands?
- The plan references old minimum parcel sizes and inventory data that is out of date. In some cases the information is more than 40 years old.
- e. Has your community lost viable farm and forest lands through rezonings for other uses?
- We have not had significant upzoning since 1983, although we did adopt some non-resource lands in the 1990s. We did lose a significant portion of land during the creation of the National Scenic Area which includes some of our most high value farm and forest lands. While much of this is protected under the federal regulations from significant conversion, our plan still needs to address the data suggesting much of the

balance of farm and forest land trends towards Class VII and VIII soils and is non-irrigated, making even grazing activity limited.

f. What plan or regulatory amendments are needed to respond to changes in circumstances?

- Most of the references to other organization plans (particularly within Goal 5) are outdated and refer planners/residents to documents which no longer exist.
- Our Wild and Scenic river protections were adopted in anticipation of the identification. This has resulted in some conflicting rules in the Comprehensive Plan and Land Use and Development Ordinance, which in turn have resulted in some litigation and policy interpretations which deserve review.
- Our community would like to explore the new potential for agri-tourism activities on EFU lands.

Factor 2: Decisions based on acknowledged comprehensive plan and land use regulations are inconsistent with the goals relating to economic development, needed housing, transportation, public facilities and services and urbanization.

1. Are land use decisions made according to your acknowledged comprehensive plan and land use regulations achieving the purpose and intent of Statewide Plan Goals 3, 4, 12 and 14?
 - a. Have prospective employers passed over the county because permitting procedures were too onerous or because approved plan changes have reduced or eliminated opportunities for commercial farm or forest uses?
 - b. Have developments permitted by your plan and code exceeded the capacity of transportation facilities?
 2. Are any of your implementation measures inadequate to carry out the policies of the comprehensive plan relating to transportation, public facilities and services, and urbanization? For example, do your rural zones permit uses or densities that overburden water supplies? Has your jurisdiction adopted a transportation system plan, but no implementing ordinances adequate to carry out the plan?
- Our rural services areas were developed at densities that have created some serious problems related to sanitation and in some cases are now ineligible for redevelopment, further limiting housing or economic development. The County is looking in to potential municipal water and sewer systems, which would require a Goal 14 exception, to ensure properties within these rural residential and rural commercial zones are able to be redeveloped to meet housing and economic development needs. We also need to evaluate the potential need to expand or contract rural service area boundaries to make adjustments for water and sanitation, as well as housing or public facilities and service needs.
 - Our Rural Fire Protection Districts are predominantly volunteer run, with a high average age range of volunteers. This is particularly problematic for Rural Fire Protection Districts that are adjacent to significant recreations sites, including federal and state owned parks, as visitor numbers continue to increase with little to no subsidize for our first responders. We have adopted robust regulations for addressing wildfire concerns including mitigation strategies, but do not currently have similar mitigation strategies for other life safety issues including visitors or residents getting lost, injured or death. This issue is particularly critical when considering expanding recreation or tourist activities in underserved parts of the county, and should be addressed in policies and with some additional implementation tactics.

Factor 3: There are issues of regional or statewide significance, intergovernmental coordination, or state agency plans or programs affecting land use which much be addressed in order to bring comprehensive plans and land use

regulations into compliance with the goals relating to economic development, needed housing, transportation, public facilities and services and urbanization.

1. Is the level of coordination between the country and cities within the county, special districts and state and federal agencies adequate to implement the comprehensive plan effectively? Do your urban growth boundary management agreements and/or urban service agreements need to be updated?
- Although not required based on statute, most of our Joint Management Agreements are several decades old and in need of updates. We have heard from several incorporated cities that they would like to reevaluate the joint management as the current system has created some development hurdles, including but not limited to managing Goal 5 resources that extend into City Urban Growth Areas. We also need to more clearly identify the policy related to JMAs in the Comprehensive Plan.
2. What regional or state plans, programs or issues affecting land use may call for amendments to the comprehensive plan in order to bring your plan and land use regulations into compliance with the statewide planning goals related to economic development, housing, public facilities and services, transportation and urbanization?
 - a. Have you contacted appropriate state agencies to participate in your periodic review process?
- During our vision work phase, we reached out to Citizen Advisory Group identified stakeholders including state, regional and local agencies to participate and provide initial feedback. We are continuing to reach out to partners on an ad hoc basis, and will be looking to tap subject experts as we work on specific work tasks.
 - b. Has a state agency notified you of an adopted plan or program affecting land use that needs to be addressed in your plan? If yes, what is the plan or program.
- We are aware of several updates or new plans that have not been incorporated into the Comprehensive Plan and/or Land Use and Development Ordinance as reference. Specifically, notification concerns with development in the State Wild and Scenic Rivers, DSL wetland development or modification, and new plans for several of our watersheds. We are also aware of the work currently being conducted by the Oregon Water Resources Department and want to incorporate that into the plan in way that will help to maintain and protect our water resources.
- We also need to clearly reference the National Scenic Area, including the Management Plan and Land Use and Development Ordinance, for that portion of our county and remove references to a historic environmental protection district.
- Oregon Department of Fish and Wildlife, in our initial conversation, also informed us that there may be some amendments to boundaries of our environmental protection districts, including the Big Game Habitat and Sensitive Pond Turtles.

Factor 4: The existing comprehensive plan and land use regulations are not achieving the statewide planning goals relating to economic development, needed housing, transportation, public facilities and services and urbanization.

2. What local issues related to economic development, needed housing, transportation, public facilities and services and urbanization would you like to address within your periodic review work program?
- Exploring incentive based approaches to implementation, including possibly leveraging TDR program to locate farm labor housing or other seasonal housing in rural service areas or in cities.

- Our community would like more flexible minimum parcel sizes with EFU. We have some provisions that allow for 80 acre minimums on high value farmland, but it may be worthwhile exploring this option for high value crops.
- Our rural service boundaries are problematic, including some split zoned parcels, and due to some serious infrastructure problems. We would like to explore the feasibility of changing the boundaries to encourage more economic development and housing opportunities.
- Our Joint Management Agreements with our incorporated areas are over 30 years old. These need to be updated.
 - a. Has your jurisdiction been successful in complying with the statutory 120 day time limit for final action on development permits? If no, what has been the cause of delays?
- When we are staffed appropriately, we have been successful with the 120 day time limit. After the recession, with minimal staff, we had a few cases of Writ of Mandamus due to over long reviews. We also have the added pressure of administering a federal program, with longer and more complicated staff reports, that often generates significant work for staff. We are evaluating ways to improve the balance between the through data collection and analytics. It may be useful to explore this as another method for citizen involvement to increase transparency.
 - b. Do you feel your plan and land use regulations are difficult to implement? Should steps be taken to streamline the plan, zoning ordinance, and permit process?

Statutes and Rules Effective at Periodic Review: Local governments are required to update their plans and zoning ordinances as necessary to comply with the following statutes and rules. Do your plan and zoning ordinance comply with these provisions?

1. OAR chapter 660, division 13 -- Airport Planning.
 - We need to reevaluate to ensure we comply. We have some additional complicating factors (a main airport across the river in another state) and a high volume of drone flying that will likely necessitate future work.
2. OAR chapter 660, division 23
 - We do have several inventories that require updating including aggregate resources and historic resources.
 - We may need significant revisions to some of our rules depending on the NFIP BiOp and RPA outcomes.

3. ORS 195.060-195.085 – Urban Service Agreements

Our Joint Management Agreement with The City of The Dalles is the most up to date (1997) and complies with ORS 195.060-195.085. The other JMAs (although not required) are more out of date. We proposed to update them during Periodic Review.



Planning Department



Wasco County 2040 Chapters 1 & 2

Amend the Wasco County Comprehensive Plan to:

- Change the format of the document
- Update policy, implementation and history of Goals 1 and 2 to reflect current practice and be consistent with state law



Periodic Review Tasks 1 & 2

Task No.	Task Summary and Products	Due Date/ Status
1	<p>Update the Goal 1 Element to reflect changes to Citizen Involvement Program</p> <p>The current Citizen Involvement Comprehensive Plan language references advisory groups and a committee that were removed from the county citizen involvement program in 2010. The Comprehensive Plan has never been amended to reflect the changes.</p> <p>Technological improvements since 1983 also should be reflected in implementation of the citizen involvement program particularly to reflect the practice of emailing affected agencies and partners, as opposed to mailing a hard copy notice.</p> <p>Product: Adopted amendments to the Comprehensive Plan, Goal 1</p>	5/31/18
2	<p>Review and Update the Goal 2 Element</p> <ul style="list-style-type: none">• Align with updated Goal 1• Make plan update timelines more realistic <p>Product: Adopted amendments to the Comprehensive Plan, Goal 2</p>	5/31/18

Chapter 1

Non substantive changes:

- Move Goal 1 policies and implementation from Chapter 15 to Chapter 1, in new format
- Added photograph

Chapter 1

Substantive Changes

- Add historical information about Citizen Involvement Program, including a copy of the CIP in Appendix
- Excerpt of Statewide Planning Goal
- Reworded Citizen Involvement Goal
- Add findings and references section for added context and research

Chapter 1 Policies and Implementation Strategies

- Remove references to past practice
- Consolidate redundant policy/implementation
- Recommend making information about the Citizen Advisory Group and other advisory groups clear

Chapter 2

Non substantive changes:

- Move Goal 2 policies and implementation from Chapter 15 to Chapter 2, in new format
- Added photograph

Chapter 2

Substantive Changes:

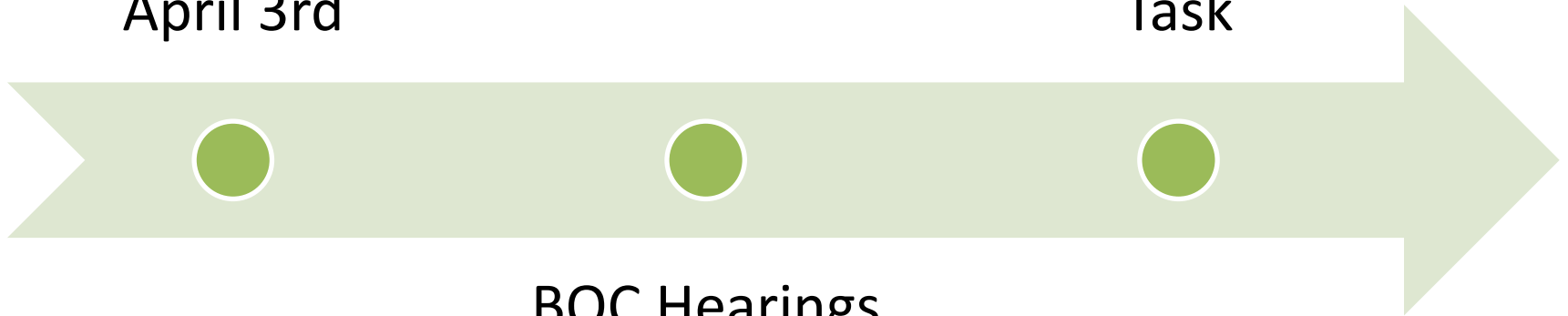
- Added overview
- Excerpt of Statewide Planning Goal
- Add findings and references section for added context and research

Chapter 2

- Make clear how to access information, what types of data are used in decision making
- Remove plan evaluation timelines, relate to changes
- Require better partner coordination

Hearing on
April 3rd

Submit Notice
of Completed
Task



BOC Hearings
(2) May 2nd
and 17th

3	<p>Update policies to reflect accurate resource-zone minimum parcel sizes The Comprehensive Plan has not been updated to reflect changes to the minimum lot sizes allowed by the Land Use and Development Ordinance in exclusive farm use and forest zones.</p> <p>Product: Amendments to policies to reflect current lot sizes, Goal 3</p>	11/30/18
5	<p>Evaluate potential separate water conservation plan Using supporting agency/organization coordination evaluate the need for an additional resource for conservation of water resources</p> <p>Product: Amendments to existing policy and possible addition of policy related to implementation tool for water conservation.</p>	3/31/19
6	<p>Update economic policies to reflect current and future trends Address the roles of forestry, agriculture/agri-tourism, and broadband technology in the county's economy. Look for incentive approaches to achieve economic goals.</p> <p>Products: (1) Amendments to existing policies; (2) additional policy for agri-tourism with recommendations for implementation (LUDO); (3) additional policy for broadband and/or technological improvement support; (4) additional policy for incentive-based land use policy.</p>	3/31/19
7	<p>Explore incentives and creative solutions for land use planning program Evaluate options for promoting labor housing, residential solar facilities, certain rural service area density bonuses, and setbacks.</p> <p>Product: Adopted amendments to the comprehensive plan elements related to Goal 2, Goal 9 and Goal 10.</p>	3/31/19
8	<p>Add policy to address agri-tourism vision Consider establishment of an agri-tourism policy in the Comprehensive Plan and implement, as necessary, through changes to the the Land Use and Development Ordinance (LUDO). Consider whether to be more restrictive than state statute; explore agri-tourism corridors concept.</p> <p>Product: New policy for agri-tourism with recommendations for implementation</p>	3/31/19



IN THE BOARD OF COMMISSIONERS OF THE STATE OF OREGON

IN AND FOR THE COUNTY OF WASCO

IN THE MATTER OF THE WASCO COUNTY PLANNING COMMISSION'S REQUEST TO APPROVE PROPOSED PERIODIC REVIEW LEGISLATIVE AMENDMENTS TO UPDATE THE LAND USE AND DEVELOPMENT ORDINANCE RELATED TO CITIZEN INVOLVEMENT AND LAND USE PLANNING GOALS, CHAPTERS 1 AND 2 OF WASCO COUNTY 2040, THE COMPREHENSIVE PLAN (FILE NUMBER PLALEG-16-08-0001)

ORDINANCE # 18-002

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

WHEREAS, the Wasco County Planning Commission and the Wasco County Board of Commissioners directed the Wasco County Planning Department to pursue Voluntary Periodic Review to update the Wasco County Comprehensive Plan on 5 October 2016; and

WHEREAS, Wasco County entered Periodic Review on 20 February 2018 with approval from the Department of Land Conservation and Development's (DLCD) approval of a work plan; and

WHEREAS, the first two work tasks on the work plan were to make amendments to goals 1 (Citizen Involvement) and 2 (Land Use Planning) to make the language consistent with current Wasco County Planning Department practice and state law and reformat them in to the new Wasco County 2040 (Comprehensive Plan) format; and

WHEREAS, each Periodic Review tasks is approved and submitted to DLCD after completion for acknowledgment; and

WHEREAS, the Wasco County Planning Department sent notification to DLCD pursuant to ORS 197.610 on 28 February 2018; and

WHEREAS, all property owners were sent notice of proposed Periodic Review update to the Comprehensive Plan in March 2017; and

WHEREAS, that on 3 April 2018, at the hour of 3:00 PM at the Lecture Hall in Building 2 of the Columbia Gorge Community College the Wasco County Planning Commission held the first legally notified public hearing to review recommendations by staff and the advisory group, background information, and receive public testimony on work tasks 1 and 2. The Planning Commission then closed the public hearing and with a vote of 5 to 0, with two members absent, recommended approval to the Wasco County Board of Commissioners; and

WHEREAS, that on 2 May 2018 at the hour of 9:30 AM at the Wasco County Courtroom #302, located at 511 Washington St, The Dalles, Oregon, the Wasco County Board of Commissioners met to conduct the first of two legally notified public hearings on the above matter. The Board of County Commissioners reviewed recommendations by the Wasco County Planning Commission, staff's presentation, and received testimony from the public. The Board of County Commissioners tentatively approved the amendments; and

WHEREAS, that on 17 May 2018 at the hour of 2:00 PM at the Wasco County Courtroom #302, located at 511 Washington St, The Dalles, Oregon, the Wasco County Board of Commissioners met to conduct the second of two legally notified public hearings on the above matter. The Board of County Commissioners reviewed recommendations by the Wasco County Planning Commission, staff's presentation, and received testimony from the public. The Board of County Commissioners, by a vote of 3-0, approved the amendments and conducted the second reading, recommending submittal to DLCD; and

NOW, THEREFORE, IT IS HEREBY ORDERED: That the request by the Wasco County Planning Department for a legislative amendment to the Wasco County Comprehensive Plan, to be renamed Wasco County 2040, in conjunction with Periodic Review work plan tasks 1 and 2 is hereby approved; and

WHEREAS, Pursuant to Oregon Administrative Rules 660-025-0130, submission of a completed work task is required to DLCD for acknowledgment as part of Periodic Review, and once the work tasks are acknowledged they will be effective.

DATED this 17th day of May, 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



AGENDA ITEM

Lot Line Vacation

[PRESENTATION](#)

[ORDER 18-009 VACATING LOT LINE](#)

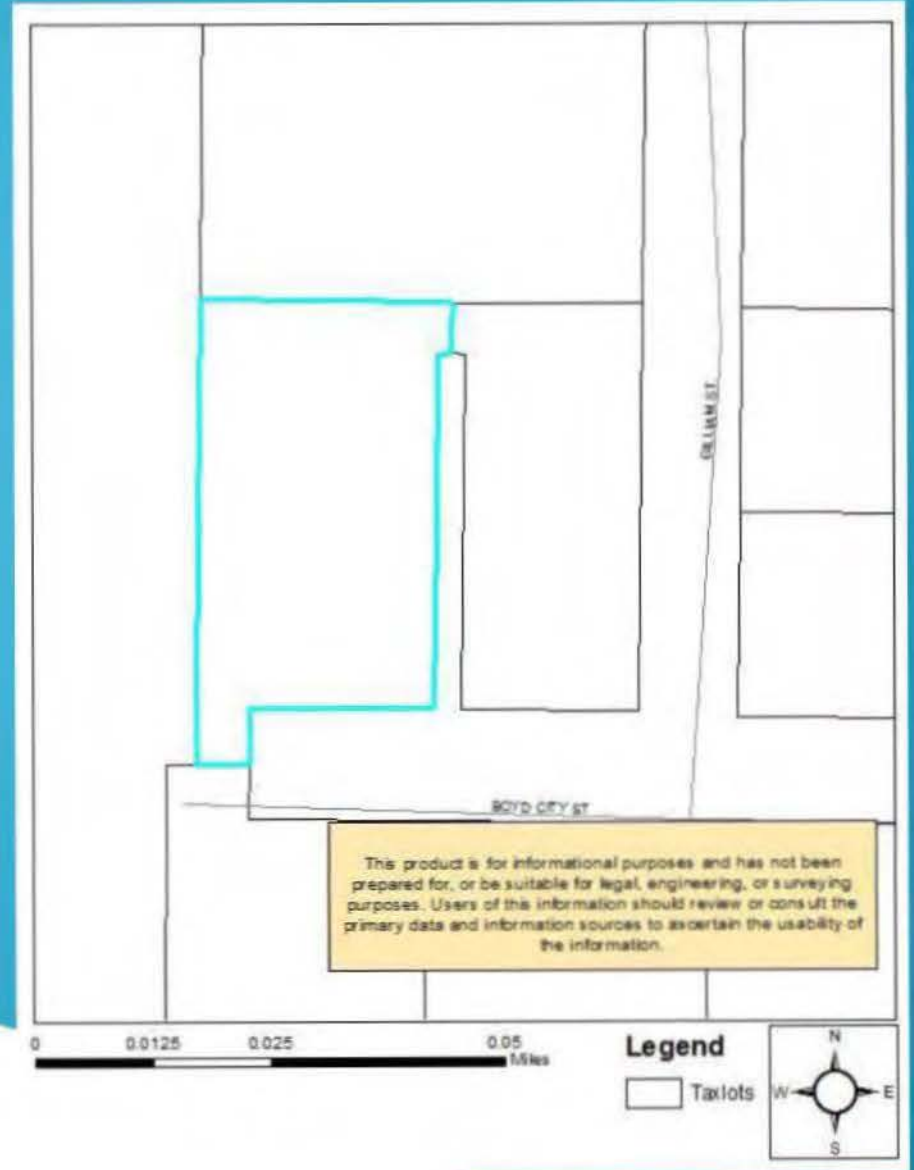
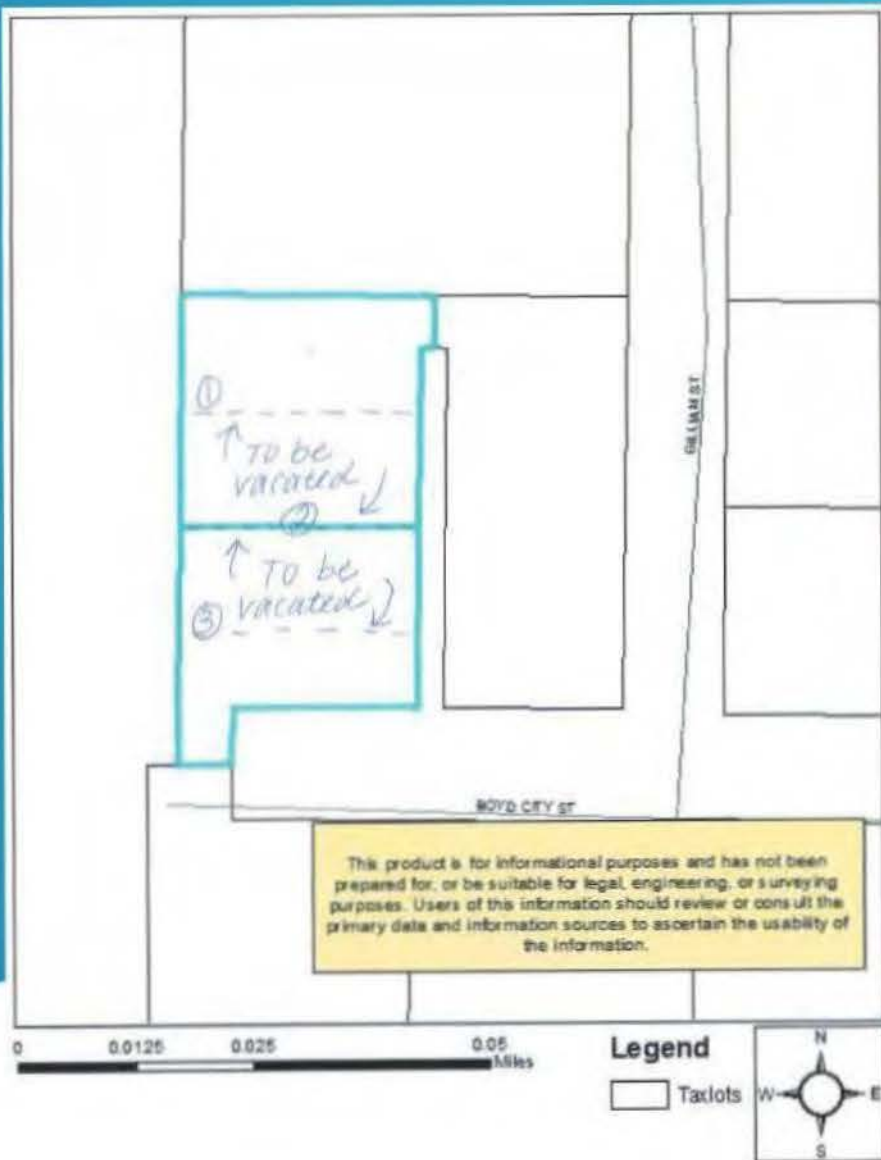
[MOTION LANGUAGE](#)



Planning



Wirtz Lot Line Vacation (LLV)





IN THE BOARD OF COMMISSIONERS OF THE STATE OF OREGON

IN AND FOR THE COUNTY OF WASCO

IN THE MATTER OF ACCEPTING VACATION OF THE PLAT OF BOYD, BLOCK 5, LOTS 5-8, AND ADOPTING FINDINGS OF FACT CONTAINED IN 921-18-000011-PLNG

ORDER #18-009

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: On February 27, 2018, a petition was received from Clifford Wirtz to vacate interior subdivision lot line between four lots identified as Block 5, Lots 5, 6, 7, and 8, Plat of Boyd; and

IT FURTHER APPEARING TO THE BOARD: The petition complies with the applicable provisions of ORS 368.326 to 368.356. Furthermore, the petition complies with ORS 368.351, which provides for the vacation of property without a public hearing, because 100 percent of the owners of private property to be vacated submitted acknowledged signatures on the subject petition and the Planning Director has filed a written report that the request complies with applicable land use regulations and facilitates development of the subject property; and

IT FURTHER APPEARING TO THE BOARD: Attached hereto, and by this reference made a part hereof, is a map marked Exhibit A, which shows in detail the lot lines to be vacated; and

IT FURTHER APPEARING TO THE BOARD: The lot line vacation will facilitate the construction of future residential improvements; and

IT FURTHER APPEARING TO THE BOARD: There are no known utilities within the proposed vacation and no property will be denied legal access by this vacation; and

IT FURTHER APPEARING TO THE BOARD: That the Wasco County Board of County Commissioners met at the hour of 9:30 a.m. on Wednesday, May 2, 2018, in the Wasco County Courthouse, Room 302, in The Dalles, Oregon, for a review of the Applicant's petition to vacate three interior subdivision lot lines. The Commissioners reviewed the record, heard the Staff recommendation, and then voted ____ to ____ to approve the petition.

NOW, THEREFORE, IT IS HEREBY ORDERED: That the petition to vacate the interior subdivision lot lines is hereby approved, and the Wasco County Surveyor shall mark the plat as provided under ORS 271.230; and

IT IS FURTHER ORDERED: That in support of this action, the Board hereby adopts the Conditions and Findings of Fact contained in Staff Report 921-18-0001-PLNG; and

IT IS FURTHER ORDERED: This order shall be recorded with the Wasco County Clerk and filed with the Wasco County Assessor.

SIGNED this 2nd day of May, 2018.

APPROVED AS TO FORM:

Kristen Campbell, County Counsel

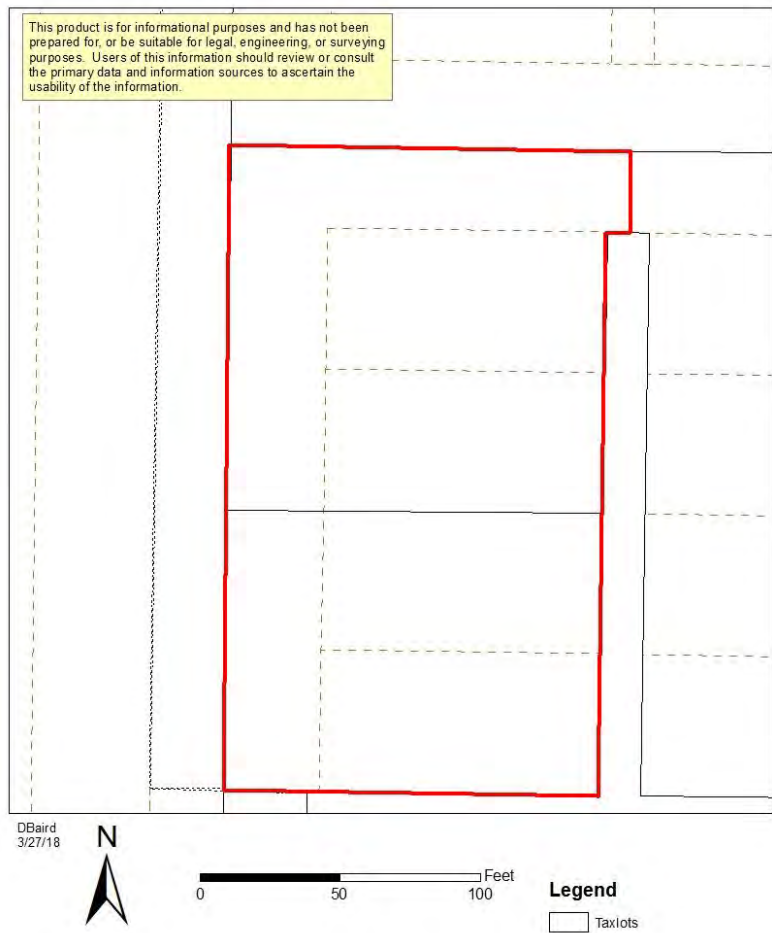
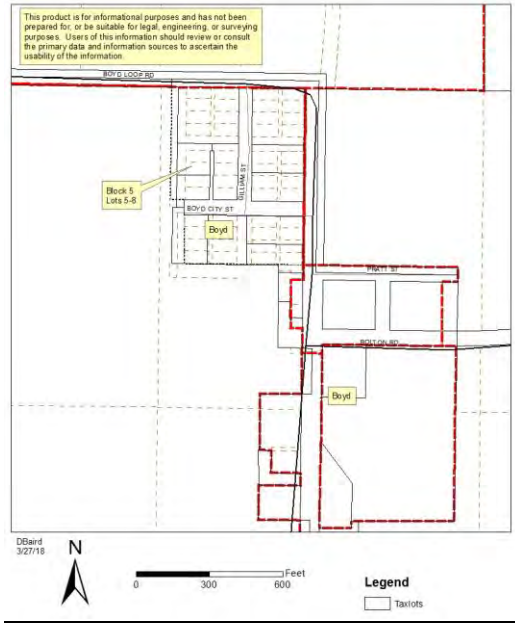
WASCO COUNTY BOARD OF COMMISSIONERS:

Steven D. Kramer, Commission Chair

Scott C. Hege, Vice Chair

Rod L. Runyon, County Commissioner

EXHIBIT A
LOT LINES TO BE VACATED





MEMORANDUM

SUBJECT: Lot Line Vacation

TO: BOARD OF COUNTY COMMISSIONERS

FROM: KATHY WHITE

DATE: 4/25/2018

WIRTZ LOT LINE VACATION: I move to approve Order #18-009 accepting vacation of the Plat of Boyd, Block 5, Lots 5-8 and adopting findings of fact contained in 921-18-000011-PLNG.



AGENDA ITEM

Planning Department Updates

[2015-2018 PROJECT SUMMARY](#)

[PLANNING DEPARTMENT STATISTICS](#)

[DLCD COMMITMENT LETTER](#)

Summary prepared for the Wasco County Board of County Commissioner's May 2, 2018 Session
Angie Brewer, Planning Director

2015 Programmatic Evaluation

What: Evaluation of options available to implement the building codes program in Wasco County.
Why: The termination of Mid-Columbia Council of Governments and existing building codes program.
Who: Angie Brewer, Planning Director.
Process: Board directed assignment.
Grants: No.
Status: Interim strategy implemented, awaiting direction from the Board.

What: Conversion from Eden to Accela for permits, addressing, and archival database management.

Why: Eden is being phased out by Tyler Tech., Accela is a state provided system that is free and will be maintained for the foreseeable future. Accela allows access to the customer that Eden does not, and Accela also contains the building permit database for our jurisdiction.

Who: Brenda Coleman, Planning Coordinator and other staff as needed. All staff required training and uses the database on a daily basis. Jensi Smith has been trained as Brenda's back up.

Process: Staff initiated for long term needs, strongly encouraged by Administrator.

Grants: No.

Status: Completed and implemented.

What: Incorporation of changes transmitted by the Gorge Commission following the 2004 plan update.

Why: Wasco County is responsible for implementing its local NSA ordinance in a manner that is consistent with the Management Plan; the Management Plan was revised.

Who: Will Smith, Senior Planner; Riley Marcus, Associate Planner and assistance from Kelly Howsley-Glover, Long Range Planner as needed.

Process: Columbia River Gorge Commission transmitted changes; there is a 270 day timeline.

Grants: No.

Status: Staff work complete; approved by the Board; Gorge Commission hearing June 2018.

What: Comprehensive evaluation and update of the 1983 Comprehensive Plan; 3-5 year timeline. Anticipate completed, updated Comprehensive Plan in 2020. Ordinance updates and other strategies resulting from this process will follow this process with separate timelines.

Why: Feedback from the public and partner organizations that the current plan no longer addresses the community's development goals and needs, and contains many inaccuracies due to its age.

- Planning Commission recommendation to the Board to invest staff resources to update the plan with a thoughtful approach, as opposed to the "band aid" approach a partial update would produce.
- The Board directed staff to pursue the state's Voluntary Periodic Review process to ensure the process used was predictable and sound, the timeline was less than five years, and the outcome would be the best possible product for our community.

Process: Recommended by the Planning Commission and approved by the Board.

Who: Staffing approved for this project: 1 long range planner (Kelly Howsley-Glover) and the assistance of three associates and one assistant planner as needed for special research assignments and presentations.

Grants: Yes. DLCDD has provided technical assistance through the Voluntary Periodic Review process. See attached letter for list of resources made available to our staff.

Status: In progress, slightly ahead of schedule.

2017-2018 Natural Hazards Mitigation Plan Update (NHMP)

What: Update to the 2012 NHMP

Why: Required by FEMA in order for Wasco County to qualify for federal funds for pre- and post-disaster mitigation project grants. Must be updated every five years; ours was set to expire in January of 2018.

Who: Will Smith, Senior Planner with Wasco County Emergency Manager, Juston Huffman.

Grants: Yes. Technical assistance valued at \$10,000 from DLCD staff Includes information from the Oregon Climate Change Institute to provide an analysis of the influence of climate change on the natural hazards that affect us. DOGAMI's Risk Map update will also benefit the outcome of this plan with added accuracy.

Status: In progress, staff level completion targeted for summer of 2018; FEMA approval to follow.

2018 Community Planning Assistance for Wildfire Program (CPAW)

What: Technical assistance from the CPAW Program.

Why: Information will be used to update the Community Wildfire Prevention Plan and the Wasco County Fire Safety Standards (Chapter 10 of the LUDO and applies to all new development), along with future versions of the Natural Hazard Mitigation Plan. Recommendations could also identify various opportunities for partner agencies to increase efficiency of their cooperation in protecting the Wildland Urban Interface from the effects of wildfire.

Process: Board supported opportunity (via letter of support and signature on CPAW agreement).

Who: Will Smith, Senior Planner in partnership with Chief Dan Hammel of Mid-Columbia Fire

Grants: Yes. Technical assistance valued at \$200,000: a team of consultants including foresters, risk modelers, fire planning specialists, and economists is providing technical assistance with wildland urban interface planning and landscape level risk assessments and will provide a packet of strategies and data to consider moving forward. Partners include Headwaters Economics, USFS Rocky Mountain Research Station, Wildfire Planning International, and Wildfire Professional Solutions. Grant also paid for staff to attend conference in Colorado for training in the subject matter.

Status: In progress, final project recommendations expected Nov/Dec 2018

2017- 2020 National Scenic Area Management Plan Update

What: Staff involvement in regional effort to update the comprehensive plan for the NSA.

Why: Rare opportunity to shape the outcome of the rules we will be required to implement as long as we implement the NSA rules through a local LUDO. Bottom line, this impacts our residents.

Process: Board supported Administrator directive to staff.

Who: Angie Brewer, Planning Director and other staff at staff meetings.

Grants: No.

Status: In progress. Staff is participating on advisory committees and attending Gorge Commission meetings as appropriate.

Code Compliance Abatement Program

What: New voluntary abatement program to assist elderly, infirmed, and low income residents with nuisance violations or accumulations that could become violations of the county code.

Why: Effort to help those who need it, and ensure a high quality of life for our residents through clean and safe communities. Assist staff in prevention opportunities to reduce caseload.

Process: Board supported opportunity (via letter of support and signature on grant agreement).

Who: Chris McNeel, Code Compliance Officer with assistance from HHW and Youth Services staff

Grants: Yes. DEQ materials management grant of \$46,122 for the purchase of a new pickup truck, trailer, bins, and work crew staff time.

Status: In progress. Equipment purchased, events have begun. Recently requested extension of grant to use remaining funds through remainder of 2018 calendar year (set to expire in July of 2018).

FEMA Risk Map

What: Update to Wasco County's Flood Maps

Why: Recently acquired Lidar data provides a great level of accuracy.

Process: Required by FEMA, supported by the Board; Board agreement to acquire Lidar data.

Who: Angie Brewer, with assistance from Planning and GIS staff as needed.

Grants: Yes. DOGAMI and FEMA staff have done most of the work, we are simply vetting methodologies and opportunities for improvement. This is an improvement for our residents.

Status: In progress. Recently 30-day notice that the models are being finalized.

Position Manuals and Training Materials

What: Development of position manuals for key program positions and step-by-step training materials.

Why: We are losing key long-time staff to retirement in 2018 and 2020. The development of these materials intends to ease the impact of their departure.

Process: Staff directed as part of succession planning.

Who: Brenda Coleman, Planning Coordinator, and Dawn Baird Associate Planner.

Grants: No.

Status: In progress, to be completed by fall of 2018.

[illegible]

LUDO Update late 2018 or early 2019

What: Incorporate the FEMA BiOp code changes and the findings from the Model Code Audit

Why: FEMA was sued in 2014 by the Audubon Society for the protection of threatened and endangered species that exist in the floodplain. The result of this litigation is a new buffer on waterbodies that contain protected species. This will be required through local floodplain administration. The Model Code Audit list has already had the required public process and is waiting for implementation to consolidate costs of landowner notification and staff time needed to complete the administrative updates to publicly available documents.

Process: Required by FEMA. Will require Planning Commission hearings and a recommendation will be conveyed to the Board for a local final decision.

Who: Angie Brewer, Planning Director

Grants: The FEMA work is an unfunded mandate. The Model Code Audit was provided through a grant.

Status: In progress. Staff is participating in coordination meetings and is waiting for the transmittal of a model code from FEMA to begin mapping implementation procedure needs.

Record Indexing and Archival

What: A thoughtful indexing of existing department records that includes digitizing and archiving

Why: Improve ability of staff to find records quickly, reducing research time, and provide as many resources to our customers online as possible. Efficiencies will add capacity to staff that will be affected by the retirement of long time staff, which will reduce our capacity significantly.

Process: Staff will request Board approval before significant resources are invested.

Who: Jensi Smith and Brenda Coleman with additional staff support as needed; coordination with IS will be important.

Grants: None to date.

Status: Funds have been requested as part of succession planning and efficiency building opportunity.

Code Compliance Ordinance Update

What: Update of the Wasco County Code Compliance Ordinance

Why: Reduce confusion by simplifying procedures and streamlining penalty and abatement options.

Process: Staff will request Board approval before significant resources are invested.

Who: Chris McNeel, Code Compliance Officer, with planning staff assistance as needed.

Grants: None to date.

Status: Staff has evaluated the existing plan and developed a list of proposed changes to vet through a public process. Public process has not yet been planned and will be contingent upon capacity.

Community Wildfire Prevention Plan (CWPP)

What: Identify and prioritize wildfire hazards and to develop a strategy to reduce those hazards.

Why: To decrease the potential for large wildfires in the county and reduce the potential loss of property values and threat to human life. This plan was created in 2005 and is in need of significant overhaul to match it with current need for wildfire risk reduction throughout the County.

Process: Plan and maintenance of the plan is required by the State; Board presentation this summer.

Who: Will Smith, Senior Planner, and local, state, and federal fire agency personnel that operate in WC

Grants: The CPAW Program recommendations will likely feed directly into our CWPP update.

Status: To begin preliminary meetings in the fall after the 2018 Fire season.

LUDO Update 2020/21

What: Incorporate Comprehensive Plan amendments and strategies

Why: Operationalize policies and implementation strategies developed during the Wasco County 2040 process.

Process: Resulting from the comprehensive plan update process, Planning Commission recommendations will be brought to the Board for final decision.

Who: Kelly Howsley-Glover, Long Range Planner, and other planners/staff as assigned

Grants: None to date.

Status: In progress. An inventory of required changes has been created and notes are being added as we receive feedback from the public process associated with voluntary periodic review.

Other strategies that develop out of the comprehensive plan update process

What: Non-resource land development, rural service area boundary amendments, water conservation plan, or other implementation plans as recommended by Wasco County 2040

Why: Develop resources and plans designated as implementation strategies during the Wasco County 2040 process.

Process: Resulting from the comprehensive plan update process, Planning Commission recommendations will be brought to the Board for final decision.

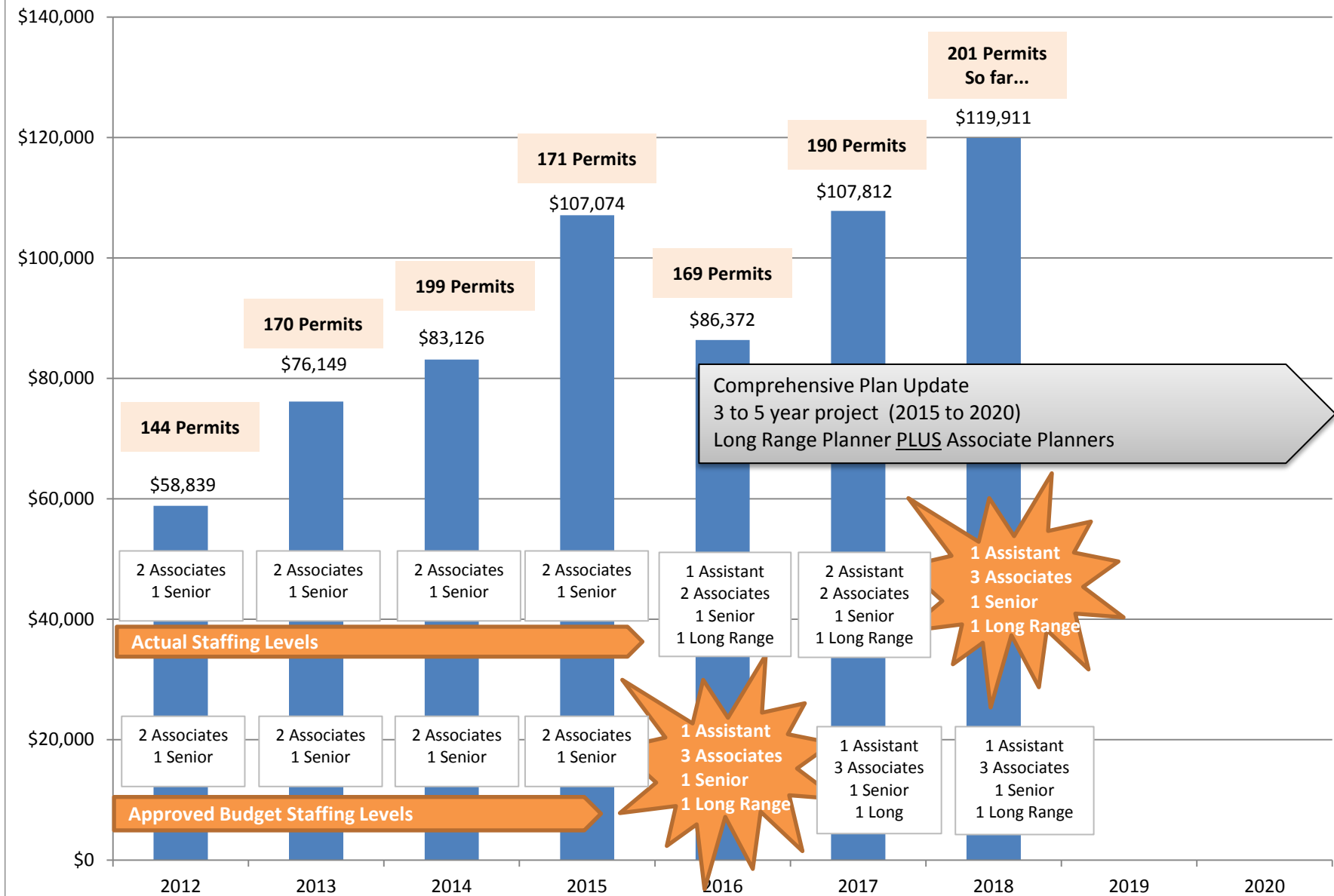
Who: Kelly Howsley-Glover, Long Range Planner, and other planners/staff as assigned

Grants: None to date, will be pursued as needs become clearer.

Status: Not started yet. A list of options will be developed as the voluntary periodic review process moves forward.

Please note: this list does not include current planning case load of customer service, development permit applications, code compliance cases or appeals. This list also does not include any projects being pursued by the Tri-County Household Hazardous Waste and Recycling program.

Planning Budget vs Staffing Levels, Permit Numbers & Revenue





Oregon

Kate Brown, Governor

Department of Land Conservation and Development

635 Capitol Street NE, Suite 150

Salem, OR 97301-2540

(503) 373-0050

Fax (503) 378-5518

www.lcd.state.or.us

April 10, 2018

Kelly Howsley-Glover
Long Range Planner
Wasco County
2705 East Second Street
The Dalles, OR 97058



RE: DLCD investment in Wasco County's Periodic Review

Dear Ms. Howley-Glover,

I am writing in response to your request for an estimate of the staff time/financial cost that DLCD has and will be dedicating to the Wasco County Periodic Review. Unfortunately, DLCD has never tracked the staff hours and/or financial cost of participating in a periodic review process. Even if we had, the uniqueness of each jurisdiction would make it difficult to translate from one to another.

That said, the commitment of my agency to the Wasco County process is significant. I am the primary DLCD contact and this is the largest project in my region, in terms of time commitment, in which I am currently involved. My role includes communication with county staff and between county staff and my colleagues at DLCD, reviewing and providing recommendation on all documents submitted by the county, and representing DLCD at public meetings.

In addition, and at a minimum, the following DLCD staff will be committing significant time to the Wasco County Periodic Review:

- Jim Rue, Executive Director
- Carrie MacLaren, Deputy Director
- Gordon Howard, Community Services Division Manager
- Tabatha Hoge, Administrative Specialist
- Tim Murphy, Farm and Forest Specialist
- Jon Jinings, Community Services Specialist
- Amanda Punton, Natural Resource and Aggregate Specialist
- Christine Shirley, Natural Hazard and Floodplain Specialist
- Tricia Sears, Natural Hazard Planner
- Kristin Greene, Economic Development Specialist
- Housing and Urbanization Specialist (currently in hiring process)

Along with DLCD staff, the seven member Land Conservation and Development Commission will be responsible for the review of each of the tasks within the county's work program. In approving the county's request for voluntary Periodic Review, these volunteer commissioners committed their personal time to this project, thereby demonstrating the value they see to the state and county.

It is our privilege to be a part of this great effort and commend the Wasco Board of County Commissioners, Planning Commission and county staff for taking on this important work.

Sincerely,

D. Scott Edelman

Scott Edelman



AGENDA ITEM

County Land Auctions

[STAFF MEMO](#)

[UPCOMING SALES LISTING](#)



MEMORANDUM

SUBJECT: Wasco County Owned Land Auction Order

TO: BOARD OF COUNTY COMMISSIONERS

FROM: JILL AMERY, ASSESSOR & TAX COLLECTOR

DATE: 4/23/2018

BACKGROUND INFORMATION:

Wasco County held their first auction of County Owned Properties acquired by foreclosure August of 2017, the first sale in more than a decade. I am proposing to move another 15 properties out of County Ownership and back onto the tax roll with this year's auction set for June 19, 2018. Two properties are improved with residential structures located in The Dalles. The remaining properties are bare lots with locations from The Dalles to Tygh Valley, Maupin and Shaniko. The property list, account summaries and GIS photos are attached for your review.

SALE OF TAX FORECLOSED REAL PROPERTY

On June 19, 2018 at 10:00 a.m. in Room 302 at 511 Washington St, OR, pursuant to an Order of the Board of Commissioners for Wasco County, Oregon, made and entered on May 2, 2018, I will sell at public auction the following described real property. All property will be sold **AS IS, without warranty as to title, value, zoning, suitability for any purpose, environmental condition, wetland designation, easements, or any other condition and will be conveyed by quitclaim deed.** Further information on this sale can be found on the website: [http://www.co.wasco.or.us/departments/assessment and taxation/index.php](http://www.co.wasco.or.us/departments/assessment%20and%20taxation/index.php) or by calling (541) 506-2510.

Property ID

& Tax Lot

#3921 1N 13E 3CB 4400	306 East 8 th Place The Dalles, OR	2017 Mkt Value: \$ 123,830 Min. Bid: \$23,000
#5614 1N 13E 4CC 3900	NKA Jordan Street - bare land The Dalles, OR	2017 Mkt Value: \$ 10,620 Min. Bid: \$ 8,000
#5615 1N 13E 4CC 4000	NKA Jordan Street – bare land The Dalles, OR	2017 Mkt Value: \$ 10,950 Min. Bid: \$ 8,200
#1993 2N 13E 29DB 200	745 Lee Street The Dalles, OR	2017 Mkt Value: \$ 173,120 Min. Bid: \$55,000
#2272 2N 13E 30AC 1700	NKA Murray Drive – bare land The Dalles, OR	2017 Mkt Value: \$ 14,000 Min. Bid: \$10,500
#2765 1N 13E 2CA 2300	2002 E 9 th Street – bare land The Dalles, OR	2017 Mkt Value: \$30,440 Min. Bid: \$ 22,800
#11307 4S 12E 9AC 600	274 S Molly Ann Rd - bare land Tygh Valley, OR	2017 Mkt Value: \$47,240 Min. Bid: \$ 35,400
#16465 1S 13E 25BD 2900	960 NE Court Street - bare land Dufur, OR	2017 Mkt Value: \$43,590 Min. Bid: \$32,600
#17215 4S 14E 32DA 5101	501 Gray Eagle Rd – bare land Maupin, OR	2017 Mkt Value: \$93,110 Min. Bid: \$ 69,800
#10621 4S 13E 3CC 200	NKA Juniper Way – bare land Tygh Valley, OR	2017 Mkt Value: \$56,410 Min. Bid: \$ 42,300

#10540 4S 13E 3CB 200	NKA Juniper Way – bare land Tygh Valley, OR	2017 Mkt Value: \$38,700 Min. Bid: \$ 29,000
#12307 6S 16E 36DB 5900	No Known Address – bare land Shaniko, OR	2017 Mkt Value: \$22,160 Min. Bid: \$ 3,500
# 12282 6S 16E 36DB 2800	No Known Address – bare land Shaniko, OR	2017 Mkt Value: \$ 2,380 Min. Bid: \$ 500
# 12301 6S 16E 36DB 5300	No Known Address – bare land Shaniko, OR	2017 Mkt Value: \$ 2,380 Min. Bid: \$ 500
#12270 6S 16E 36DB 1700	No Known Address – bare land Shaniko, OR	2017 Mkt Value: \$ 2,380 Min. Bid: \$ 500

Lane Magill, Wasco County Sheriff



WASCO COUNTY

Property Account Summary

As Of 4/10/2018 Status: Active

Account No.: 3921 Alternate Property Number: 01N13 E03CB04400 00
Account Type: Real Property
TCA: 121
Situs Address: 306 E 8TH PL
THE DALLES OR 97058
Legal: SECTION 3 TOWNSHIP 1N RANGE 13E QUARTER CB PRCL 4400 MapTax Lot: 01N13 E03CB04400 00

Parties:

Role	Name & Address
Owner	WASCO COUNTY 511 WASHINGTON THE DALLES OR 97058
Taxpayer	WASCO COUNTY 511 WASHINGTON THE DALLES OR 97058

Property Values:

Value Name	2017	2016	2015	2014	2013
Assessed Value Regular (AVR)	\$83,739	\$81,300	\$78,932	\$76,633	\$74,401
Taxable Value Regular (TVR)	\$0	\$0	\$0	\$0	\$74,401
MKLND + SAMKL (MKLTL)	\$39,410	\$42,650	\$45,350	\$51,290	\$51,290
MKIMP + SAMKI (MKITL)	\$84,420	\$78,260	\$59,900	\$59,680	\$60,630
Real MKT Total (MKTTL)	\$123,830	\$120,910	\$105,250	\$110,970	\$111,920

Property Characteristics:

Tax Year	Characteristic	Value
2017	Property Class Category	951: EX COUNTY IMPR or EX COUNTY IMP
	Neighborhood	304: AA3/VA4 GENERAL THE DALLES
	Change property ratio	1XX Residential
	Zoning	HIGH/MED DENSITY RESIDENTIAL
	Acreage	0.140

Exemptions:

Tax Year	Description	Count	Amount	Assessment Basis
2017	County	1	\$83,739	Assessed Value Regular (AVR)
2016	County	1	\$81,300	Assessed Value Regular (AVR)
2015	County	1	\$78,932	Assessed Value Regular (AVR)

(End of Report)



E 7TH ST

COURT ST

E 7TH PL

CASE ST

E 8TH ST

WASHINGTON ST

E 8TH PL

E 8TH ST

FEDERAL ST

E 8TH PL

E 9TH ST

FEDERAL ST

3921

E 9TH ST



WASCO COUNTY

Property Account Summary

As Of 4/10/2018 Status: Active

Account No.: 5614 Alternate Property Number: 01N13 E04CC03900 00
Account Type: Real Property
TCA: 121
Situs Address: NO SITUS ADDRESS
NO SITUS CITY OR 00000
Legal: SECTION 4 TOWNSHIP 1N RANGE 13E QUARTER CC PRCL 3900 MapTax Lot: 01N13 E04CC03900 00

Parties:

Role	Name & Address
Owner	WASCO COUNTY 511 WASHINGTON ST THE DALLES OR 97058
Taxpayer	WASCO COUNTY 511 WASHINGTON ST THE DALLES OR 97058

Property Values:

Value Name	2017	2016	2015	2014	2013
Assessed Value Regular (AVR)	\$9,298	\$9,027	\$8,764	\$8,509	\$8,261
Taxable Value Regular (TVR)	\$0	\$0	\$0	\$0	\$0
MKLND + SAMKL (MKLTL)	\$10,620	\$11,510	\$12,190	\$13,860	\$13,860
MKIMP + SAMKI (MKITL)	\$0	\$0	\$0	\$0	\$0
Real MKT Total (MKTTL)	\$10,620	\$11,510	\$12,190	\$13,860	\$13,860

Property Characteristics:

Tax Year	Characteristic	Value
2017	Property Class Category	950: EX COUNTY VAC
	Neighborhood	307: AA3/VA7 Erickson Addition
	Zoning	RESIDENTIAL LOW DENSITY
	Acreage	0.210
	Year Built	1920

Exemptions:

Tax Year	Description	Count	Amount	Assessment Basis
2017	County	1	\$9,298	Assessed Value Regular (AVR)
2016	County	1	\$9,027	Assessed Value Regular (AVR)
2015	County	1	\$8,764	Assessed Value Regular (AVR)

(End of Report)



W 25TH ST

WRIGHT DR

WRIGHT ST

W 23RD ST

JORDAN ST

MOUNT HOOD ST

SUNSET VALLEY DR

MILL CREEK RD

DENTON ST

5614



WASCO COUNTY

Property Account Summary

As Of 4/10/2018 Status: Active

Account No.: 5615 Alternate Property Number: 01N13 E04CC04000 00
Account Type: Real Property
TCA: 121
Situs Address: NO SITUS ADDRESS
NO SITUS CITY OR 00000
Legal: SECTION 4 TOWNSHIP 1N RANGE 13E QUARTER CC PRCL 4000 MapTax Lot: 01N13 E04CC04000 00

Parties:

Role	Name & Address
Owner	WASCO COUNTY 511 WASHINGTON ST THE DALLES OR 97058
Taxpayer	WASCO COUNTY 511 WASHINGTON ST THE DALLES OR 97058

Property Values:

Value Name	2017	2016	2015	2014	2013
Assessed Value Regular (AVR)	\$9,599	\$9,319	\$9,048	\$8,784	\$8,528
Taxable Value Regular (TVR)	\$0	\$0	\$0	\$0	\$0
MKLND + SAMKL (MKLTL)	\$10,950	\$11,870	\$12,560	\$14,290	\$14,290
MKIMP + SAMKI (MKITL)	\$0	\$0	\$0	\$0	\$0
Real MKT Total (MKTTL)	\$10,950	\$11,870	\$12,560	\$14,290	\$14,290

Property Characteristics:

Tax Year	Characteristic	Value
2017	Property Class Category	950: EX COUNTY VAC
	Neighborhood	307: AA3/VA7 Erickson Addition
	Zoning	RESIDENTIAL LOW DENSITY
	Acreage	0.220
	Year Built	1920

Exemptions:

Tax Year	Description	Count	Amount	Assessment Basis
2017	County	1	\$9,599	Assessed Value Regular (AVR)
2016	County	1	\$9,319	Assessed Value Regular (AVR)
2015	County	1	\$9,048	Assessed Value Regular (AVR)

(End of Report)



W 25TH ST

WRIGHT DR

WRIGHT ST

W 20RD ST

JORDAN ST

MOUNT HOOD ST

5615

W WRIGHT ST

SUNSET VALLEY DR

DENTON ST

MILL CREEK RD

ERICKSON WAY



WASCO COUNTY

Property Account Summary

As Of 4/10/2018 Status: Active

Account No.: 1993 Alternate Property Number: 02N13 E29DB00200 00
Account Type: Real Property
TCA: 97
Situs Address: 745 LEE ST
THE DALLES OR 97058
Legal: SECTION 29 TOWNSHIP 2N RANGE 13E QUARTER DB PRCL 200 MapTax Lot: 02N13 E29DB00200 00

Parties:

Role	Name & Address
Owner	WASCO COUNTY 511 WASHINGTON ST #207 THE DALLES OR 97058
Taxpayer	WASCO COUNTY 511 WASHINGTON ST #207 THE DALLES OR 97058

Property Values:

Value Name	2017	2016	2015	2014	2013
Assessed Value Regular (AVR)	\$127,278	\$123,571	\$119,972	\$116,478	\$113,085
Taxable Value Regular (TVR)	\$0	\$123,571	\$119,972	\$116,478	\$113,085
MKLND + SAMKL (MKLTL)	\$27,770	\$27,770	\$27,770	\$32,020	\$32,020
MKIMP + SAMKI (MKITL)	\$145,350	\$149,850	\$115,150	\$132,810	\$132,810
Real MKT Total (MKTTL)	\$173,120	\$177,620	\$142,920	\$164,830	\$164,830

Property Characteristics:

Tax Year	Characteristic	Value
2017	Property Class Category	951: EX COUNTY IMPR or EX COUNTY IMP
	Neighborhood	405: RESIDENTIAL ON COMMERCIAL LAND
	Change property ratio	1XX Residential
	Zoning	GENERAL COMMERCIAL DISTRICT
	Acreage	0.190
	Disabled or Senior Deferral	DOR # 8524540288

Exemptions:

Tax Year	Description	Count	Amount	Assessment Basis
2017	County	1	\$127,278	Assessed Value Regular (AVR)

(End of Report)



DIVISION ST

IRVINE ST W

1993

LEE ST

LEE ST

CHENOWITH LOOP RD W

W 7TH ST



WASCO COUNTY

Property Account Summary

As Of 4/10/2018 Status: Active

Account No.: 2272 Alternate Property Number: 02N13 E30AC01700 00
Account Type: Real Property
TCA: 99
Situs Address: NO SITUS ADDRESS
NO SITUS CITY OR 00000
Legal: SECTION 30 TOWNSHIP 2N RANGE 13E QUARTER AC PRCL 1700 MapTax Lot: 02N13 E30AC01700 00

Parties:

Role	Name & Address
Owner	WASCO COUNTY 511 WASHINGTON ST THE DALLES OR 97058
Taxpayer	WASCO COUNTY 511 WASHINGTON ST THE DALLES OR 97058

Property Values:

Value Name	2017	2016	2015	2014	2013
Assessed Value Regular (AVR)	\$6,063	\$5,886	\$5,715	\$5,549	\$5,387
Taxable Value Regular (TVR)	\$0	\$0	\$0	\$0	\$0
MKLND + SAMKL (MKLTLL)	\$14,000	\$15,200	\$16,220	\$18,440	\$18,440
MKIMP + SAMKI (MKITLL)	\$0	\$0	\$0	\$0	\$0
Real MKT Total (MKTTLL)	\$14,000	\$15,200	\$16,220	\$18,440	\$18,440

Property Characteristics:

Tax Year	Characteristic	Value
2017	Property Class Category	950: EX COUNTY VAC
	Neighborhood	313: AA3/VA13 Murrays Addition
	Zoning	RESIDENTIAL
	Acreage	0.200
	Year Built	1981

Exemptions:

Tax Year	Description	Count	Amount	Assessment Basis
2017	County	1	\$6,063	Assessed Value Regular (AVR)
2016	County	1	\$5,886	Assessed Value Regular (AVR)
2015	County	1	\$5,715	Assessed Value Regular (AVR)

(End of Report)



2272

MURRAY DR W

PINE ST W

OAK ST

LOCKWOOD DR W

MAPLE

WHITE MAN



WASCO COUNTY

Property Account Summary

As Of 4/10/2018 Status: Active

Account No.: 2765 Alternate Property Number: 01N13 E02CA02300 00
Account Type: Real Property
TCA: 121
Situation Address: 2002 E 9TH
THE DALLES OR 97058
Legal: SECTION 2 TOWNSHIP 1N RANGE 13E QUARTER CA PRCL 2300 MapTax Lot: 01N13 E02CA02300 00

Parties:

Role	Name & Address
Owner	WASCO COUNTY 511 WASHINGTON ST THE DALLES OR 97058
Taxpayer	WASCO COUNTY 511 WASHINGTON ST THE DALLES OR 97058

Property Values:

Value Name	2017	2016	2015	2014	2013
Assessed Value Regular (AVR)	\$27,206	\$26,414	\$25,645	\$24,898	\$24,173
Taxable Value Regular (TVR)	\$0	\$0	\$0	\$0	\$0
MKLND + SAMKL (MKLTL)	\$30,440	\$33,200	\$35,280	\$40,120	\$40,120
MKIMP + SAMKI (MKITL)	\$0	\$0	\$0	\$0	\$0
Real MKT Total (MKTTL)	\$30,440	\$33,200	\$35,280	\$40,120	\$40,120

Property Characteristics:

Tax Year	Characteristic	Value
2017	Property Class Category	950: EX COUNTY VAC
	Neighborhood	302: AA3/VA2 EAST THE DALLES
	Zoning	HIGH/MED DENSITY RESIDENTIAL
	Acreage	0.190

Exemptions:

Tax Year	Description	Count	Amount	Assessment Basis
2017	County	1	\$27,206	Assessed Value Regular (AVR)
2016	County	1	\$26,414	Assessed Value Regular (AVR)
2015	County	1	\$25,645	Assessed Value Regular (AVR)

(End of Report)





WASCO COUNTY

Property Account Summary

As Of 4/10/2018 Status: Active

Account No.: 11307 Alternate Property Number: 04S12 E09AC00600 00
Account Type: Real Property
TCA: 13
Situs Address: 274 S MOLLY ANN RD
TYGH VALLEY OR 97063
Legal: SECTION 9 TOWNSHIP 4S RANGE 12E QUARTER AC PRCL 600 MapTax Lot: 04S12 E09AC00600 00

Parties:

Role	Name & Address
Owner	WASCO COUNTY 511 WASHINGTON ST THE DALLES OR 97058
Taxpayer	WASCO COUNTY 511 WASHINGTON ST THE DALLES OR 97058

Property Values:

Value Name	2017	2016	2015	2014	2013
Assessed Value Regular (AVR)	\$37,823	\$36,721	\$35,651	\$34,613	\$33,605
Taxable Value Regular (TVR)	\$0	\$0	\$0	\$0	\$0
MKLND + SAMKL (MKLTL)	\$47,240	\$48,670	\$48,660	\$45,800	\$47,710
MKIMP + SAMKI (MKITL)	\$0	\$0	\$0	\$0	\$0
Real MKT Total (MKTTL)	\$47,240	\$48,670	\$48,660	\$45,800	\$47,710

Property Characteristics:

Tax Year	Characteristic	Value
2017	Property Class Category	9508: 950 REC TREND
	Neighborhood	502: AA5/VA2-PINE HOLLOW
	Zoning	AG REC
	Acreage	0.55
	Year Built	1920

Exemptions:

Tax Year	Description	Count	Amount	Assessment Basis
2017	County	1	\$37,823	Assessed Value Regular (AVR)
2016	County	1	\$36,721	Assessed Value Regular (AVR)
2015	County	1	\$35,651	Assessed Value Regular (AVR)

(End of Report)



F A MORROW RD

S MIKE RD

S MOLLY ANN RD

11307

S MARY B RD

S MARY B RD

DODSON RD

S WAYNE R RD



WASCO COUNTY

Property Account Summary

As Of 4/10/2018 Status: Active

Account No.: 16465 Alternate Property Number: 01S13 E25BD02900 00
Account Type: Real Property
TCA: 291
Situs Address: 960 NE COURT
DUFUR OR 97021
Legal: SECTION 25 TOWNSHIP 1S RANGE 13E QUARTER BD PRCL 2900 MapTax Lot: 01S13 E25BD02900 00

Parties:

Role	Name & Address
Owner	WASCO COUNTY 511 WASHINGTON ST THE DALLES OR 97058-2237
Taxpayer	WASCO COUNTY 511 WASHINGTON ST THE DALLES OR 97058-2237

Property Values:

Value Name	2017	2016	2015	2014	2013
Assessed Value Regular (AVR)	\$30,889	\$29,989	\$29,116	\$28,268	\$27,445
Taxable Value Regular (TVR)	\$0	\$0	\$29,116	\$28,268	\$27,445
MKLND + SAMKL (MKLTL)	\$43,590	\$43,590	\$43,590	\$40,880	\$40,880
MKIMP + SAMKI (MKITL)	\$0	\$0	\$0	\$0	\$0
Real MKT Total (MKTTL)	\$43,590	\$43,590	\$43,590	\$40,880	\$40,880

Property Characteristics:

Tax Year	Characteristic	Value
2017	Property Class Category	950: EX COUNTY VAC
	Neighborhood	501: AA5/VA1-DUFUR
	Change property ratio	1XX Residential
	Zoning	RESIDENTIAL
	Acreage	0.230

Exemptions:

Tax Year	Description	Count	Amount	Assessment Basis
2017	County	1	\$30,889	Assessed Value Regular (AVR)
2016	County	1	\$29,989	Assessed Value Regular (AVR)

(End of Report)





WASCO COUNTY

Property Account Summary

As Of 4/10/2018 Status: Active

Account No.: 17215 Alternate Property Number: 04S14 E32DA05101 00
Account Type: Real Property
TCA: 11
Situs Address: 501 GRAY EAGLE RD
MAUPIN OR 97037
Legal: SECTION 32 TOWNSHIP 4S RANGE 14E QUARTER DA PRCL 5101 MapTax Lot: 04S14 E32DA05101 00

Parties:

Role	Name & Address
Owner	WASCO COUNTY 511 WASHINGTON ST THE DALLES OR 97058-2237
Taxpayer	WASCO COUNTY 511 WASHINGTON ST THE DALLES OR 97058-2237

Property Values:

Value Name	2017	2016	2015	2014	2013
Assessed Value Regular (AVR)	\$87,002	\$84,468	\$82,008	\$79,619	\$77,300
Taxable Value Regular (TVR)	\$0	\$0	\$82,008	\$79,619	\$77,300
MKLND + SAMKL (MKLTL)	\$93,110	\$93,110	\$93,110	\$93,110	\$93,110
MKIMP + SAMKI (MKITL)	\$0	\$0	\$0	\$0	\$0
Real MKT Total (MKTTL)	\$93,110	\$93,110	\$93,110	\$93,110	\$93,110

Property Characteristics:

Tax Year	Characteristic	Value
2017	Property Class Category	950: EX COUNTY VAC
	Neighborhood	601: AA6/VA1-MAUPIN
	Change property ratio	1XX Residential
	Zoning	MEDIUM DENSITY RESIDENTIAL
	Acreage	0.450

Exemptions:

Tax Year	Description	Count	Amount	Assessment Basis
2017	County	1	\$87,002	Assessed Value Regular (AVR)
2016	County	1	\$84,468	Assessed Value Regular (AVR)

(End of Report)



RIVERSIDE ST

EAGLE RD

17215

RIVER AVE

RIVERVIEW ST

DESCHUTES AVE

DUFUR AVE

3RD ST

197



WASCO COUNTY

Property Account Summary

As Of 4/10/2018 Status: Active

Account No.: 10621 Alternate Property Number: 04S13 E03CC00200 00
Account Type: Real Property
TCA: 13
Situs Address: NO SITUS ADDRESS
NO SITUS CITY OR 00000
Legal: SECTION 3 TOWNSHIP 4S RANGE 13E QUARTER CC PRCL 200 MapTax Lot: 04S13 E03CC00200 00

Parties:

Role	Name & Address
Owner	WASCO COUNTY 511 WASHINGTON ST THE DALLES OR 97058
Taxpayer	WASCO COUNTY 511 WASHINGTON ST THE DALLES OR 97058

Property Values:

Value Name	2017	2016	2015	2014	2013
Assessed Value Regular (AVR)	\$6,095	\$5,917	\$5,745	\$5,578	\$5,416
Taxable Value Regular (TVR)	\$0	\$0	\$0	\$0	\$0
MKLND + SAMKL (MKLTL)	\$56,410	\$56,420	\$56,420	\$56,420	\$60,020
MKIMP + SAMKI (MKITL)	\$0	\$0	\$0	\$0	\$0
Real MKT Total (MKTTL)	\$56,410	\$56,420	\$56,420	\$56,420	\$60,020

Property Characteristics:

Tax Year	Characteristic	Value
2017	Property Class Category	9501: 950 RES TREND
	Neighborhood	504: AA5/VA4-TYGH VALLEY
	Zoning	TYGH VALLEY RESIDENTIAL
	Acreage	1.720

Exemptions:

Tax Year	Description	Count	Amount	Assessment Basis
2017	County	1	\$6,095	Assessed Value Regular (AVR)
2016	County	1	\$5,917	Assessed Value Regular (AVR)
2015	County	1	\$5,745	Assessed Value Regular (AVR)

(End of Report)





WASCO COUNTY

Property Account Summary

As Of 4/10/2018 Status: Active

Account No.: 10540 Alternate Property Number: 04S13 E03CB00200 00
Account Type: Real Property
TCA: 13
Situs Address: NO SITUS ADDRESS
NO SITUS CITY OR 00000
Legal: SECTION 3 TOWNSHIP 4S RANGE 13E QUARTER CB PRCL 200 MapTax Lot: 04S13 E03CB00200 00

Parties:

Role	Name & Address
Owner	WASCO COUNTY 511 WASHINGTON ST THE DALLES OR 97058
Taxpayer	WASCO COUNTY 511 WASHINGTON ST THE DALLES OR 97058

Property Values:

Value Name	2017	2016	2015	2014	2013
Assessed Value Regular (AVR)	\$5,491	\$5,331	\$5,176	\$5,025	\$4,879
Taxable Value Regular (TVR)	\$0	\$0	\$0	\$0	\$0
MKLND + SAMKL (MKLTL)	\$38,700	\$38,700	\$38,700	\$38,700	\$41,170
MKIMP + SAMKI (MKITL)	\$0	\$0	\$0	\$0	\$0
Real MKT Total (MKTTL)	\$38,700	\$38,700	\$38,700	\$38,700	\$41,170

Property Characteristics:

Tax Year	Characteristic	Value
2017	Property Class Category	9501: 950 RES TREND
	Neighborhood	504: AA5/VA4-TYGH VALLEY
	Zoning	TYGH VALLEY RESIDENTIAL
	Acreage	0.460

Exemptions:

Tax Year	Description	Count	Amount	Assessment Basis
2017	County	1	\$5,491	Assessed Value Regular (AVR)
2016	County	1	\$5,331	Assessed Value Regular (AVR)
2015	County	1	\$5,176	Assessed Value Regular (AVR)

(End of Report)



197

10548

SH VALLEY RD

AK GROVE AVE

SANT CHARLES AVE

WAMIC MARKET RD

CHURCH AVE

FRENCH AVE

JUNIOR WAY

GEDAR ST



WASCO COUNTY

Property Account Summary

As Of 4/10/2018 Status: Active

Account No.: 12307 Alternate Property Number: 06S16 E36DB05900 00
Account Type: Real Property
TCA: 12
Situs Address: NO SITUS ADDRESS
NO SITUS CITY OR 00000
Legal: SECTION 36 TOWNSHIP 6S RANGE 16E QUARTER DB PRCL 5900 MapTax Lot: 06S16 E36DB05900 00

Parties:

Role	Name & Address
Owner	WASCO COUNTY 511 WASHINGTON ST THE DALLES OR 97058
Taxpayer	WASCO COUNTY 511 WASHINGTON ST THE DALLES OR 97058

Property Values:

Value Name	2017	2016	2015	2014	2013
Assessed Value Regular (AVR)	\$6,907	\$6,706	\$6,511	\$6,321	\$6,137
Taxable Value Regular (TVR)	\$0	\$0	\$0	\$0	\$0
MKLND + SAMKL (MKLTL)	\$22,160	\$25,100	\$25,100	\$25,100	\$26,700
MKIMP + SAMKI (MKITL)	\$0	\$0	\$0	\$0	\$0
Real MKT Total (MKTTL)	\$22,160	\$25,100	\$25,100	\$25,100	\$26,700

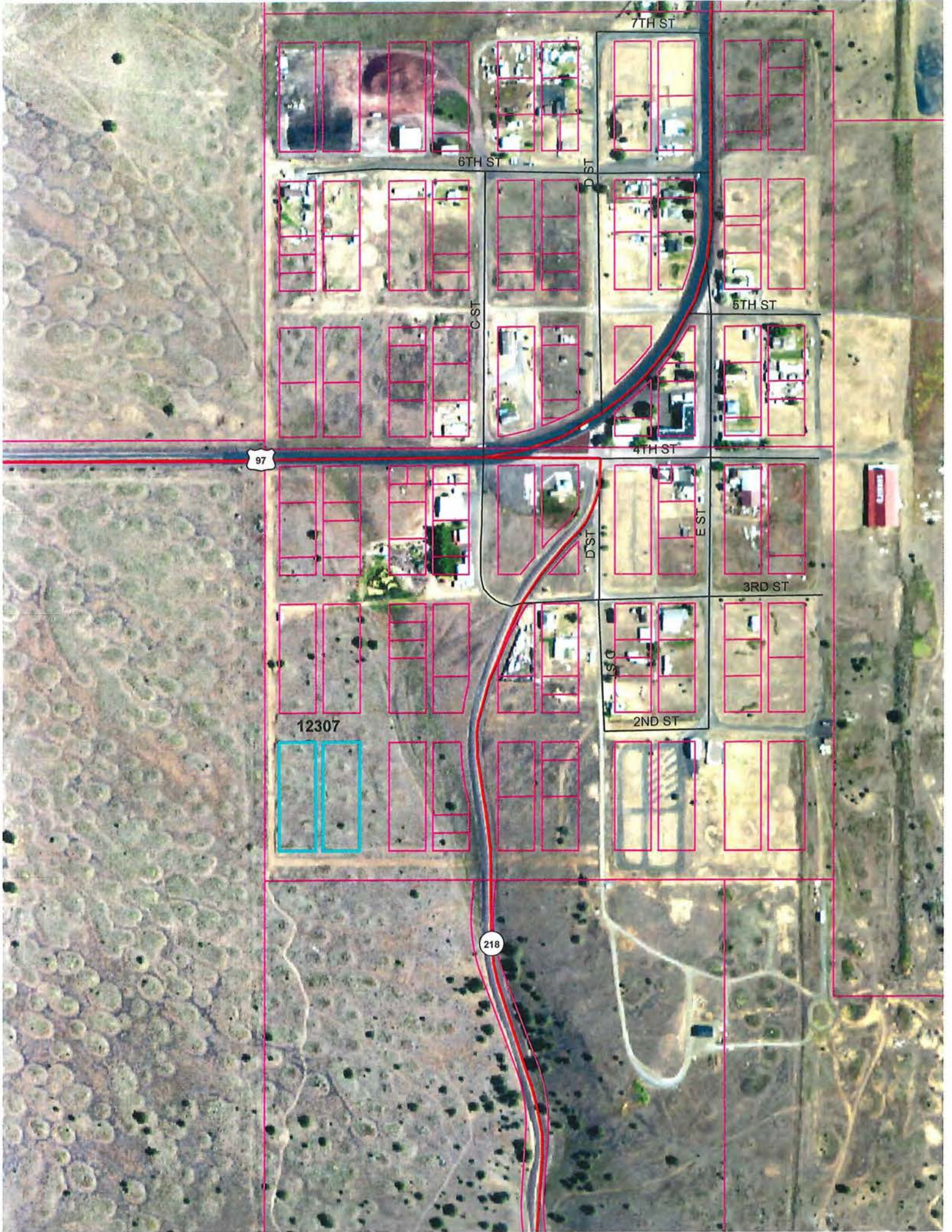
Property Characteristics:

Tax Year	Characteristic	Value
2017	Property Class Category	9502: 950 COMM TREND
	Neighborhood	603: AA6/VA3-SHANIKO
	Zoning	COMMERCIAL
	Acreage	1.380

Exemptions:

Tax Year	Description	Count	Amount	Assessment Basis
2017	County	1	\$6,907	Assessed Value Regular (AVR)
2016	County	1	\$6,706	Assessed Value Regular (AVR)
2015	County	1	\$6,511	Assessed Value Regular (AVR)

(End of Report)





WASCO COUNTY

Property Account Summary

As Of 4/10/2018 Status: Active

Account No.: 12282 Alternate Property Number: 06S16 E36DB02800 00
Account Type: Real Property
TCA: 12
Situs Address: NO SITUS ADDRESS
NO SITUS CITY OR 00000
Legal: SECTION 36 TOWNSHIP 6S RANGE 16E QUARTER DB PRCL 2800 MapTax Lot: 06S16 E36DB02800 00

Parties:

Role	Name & Address
Owner	WASCO COUNTY 511 WASHINGTON THE DALLES OR 97058
Taxpayer	WASCO COUNTY 511 WASHINGTON THE DALLES OR 97058

Property Values:

Value Name	2017	2016	2015	2014	2013
Assessed Value Regular (AVR)	\$2,339	\$2,271	\$2,205	\$2,141	\$2,079
Taxable Value Regular (TVR)	\$0	\$0	\$0	\$0	\$2,079
MKLND + SAMKL (MKLTL)	\$2,380	\$2,380	\$2,380	\$2,380	\$2,530
MKIMP + SAMKI (MKITL)	\$0	\$0	\$0	\$0	\$0
Real MKT Total (MKTTTL)	\$2,380	\$2,380	\$2,380	\$2,380	\$2,530

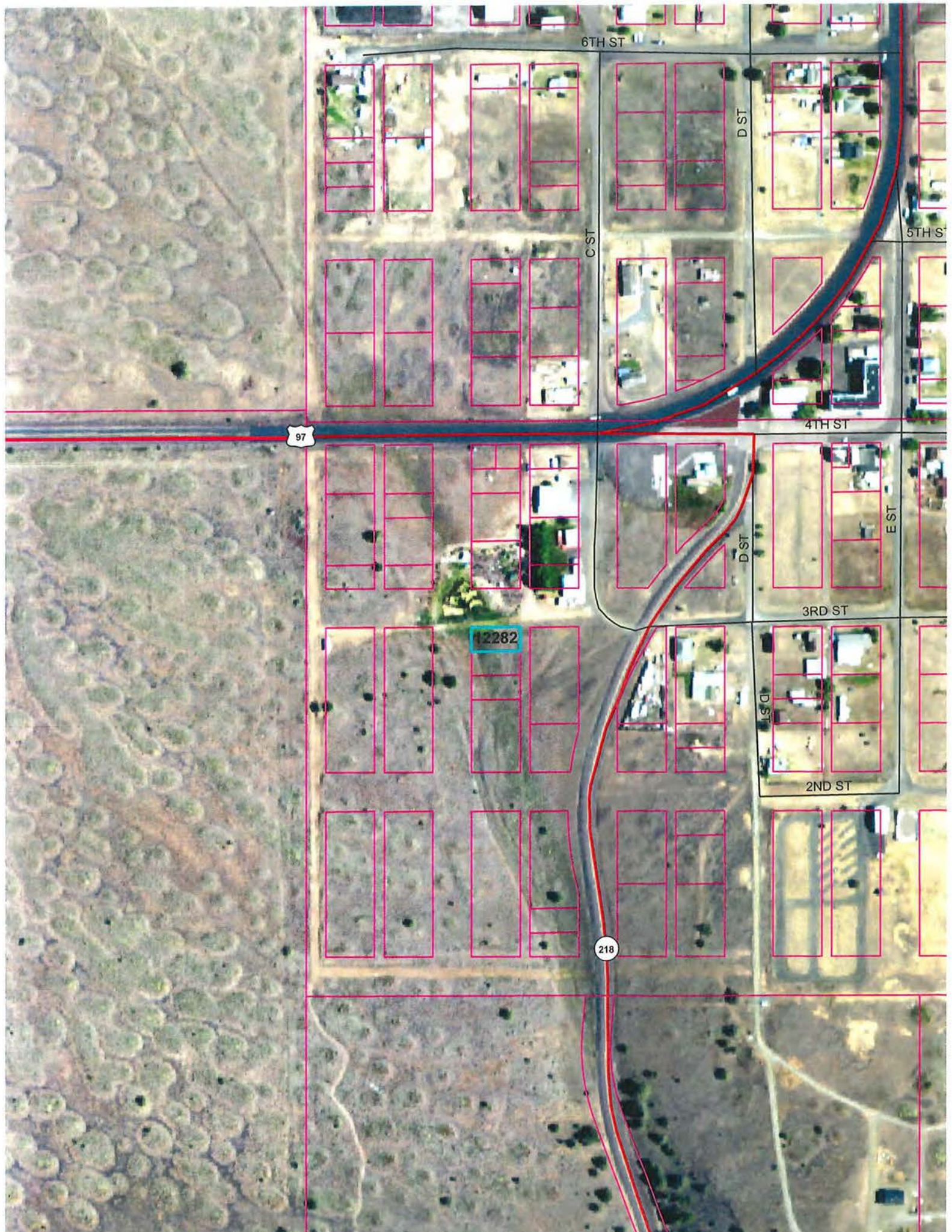
Property Characteristics:

Tax Year	Characteristic	Value
2017	Property Class Category	950: EX COUNTY VAC
	Neighborhood	603: AA6/VA3-SHANIKO
	Change property ratio	1XX Residential
	Zoning	RESIDENTIAL
	Acreage	0.110
	Year Built	1952

Exemptions:

Tax Year	Description	Count	Amount	Assessment Basis
2017	County	1	\$2,339	Assessed Value Regular (AVR)
2016	County	1	\$2,271	Assessed Value Regular (AVR)
2015	County	1	\$2,205	Assessed Value Regular (AVR)

(End of Report)





WASCO COUNTY

Property Account Summary

As Of 4/10/2018 Status: Active

Account No.: 12301 Alternate Property Number: 06S16 E36DB05300 00
Account Type: Real Property
TCA: 12
Situation Address: NO SITUS ADDRESS
NO SITUS CITY OR 00000
Legal: SECTION 36 TOWNSHIP 6S RANGE 16E QUARTER DB PRCL 5300 MapTax Lot: 06S16 E36DB05300 00

Parties:

Role	Name & Address
Owner	WASCO COUNTY 511 WASHINGTON THE DALLES OR 97058
Taxpayer	WASCO COUNTY 511 WASHINGTON THE DALLES OR 97058

Property Values:

Value Name	2017	2016	2015	2014	2013
Assessed Value Regular (AVR)	\$2,339	\$2,271	\$2,205	\$2,141	\$2,079
Taxable Value Regular (TVR)	\$0	\$0	\$0	\$0	\$2,079
MKLND + SAMKL (MKLTL)	\$2,380	\$2,380	\$2,380	\$2,380	\$2,530
MKIMP + SAMKI (MKITL)	\$0	\$0	\$0	\$0	\$0
Real MKT Total (MKTTL)	\$2,380	\$2,380	\$2,380	\$2,380	\$2,530

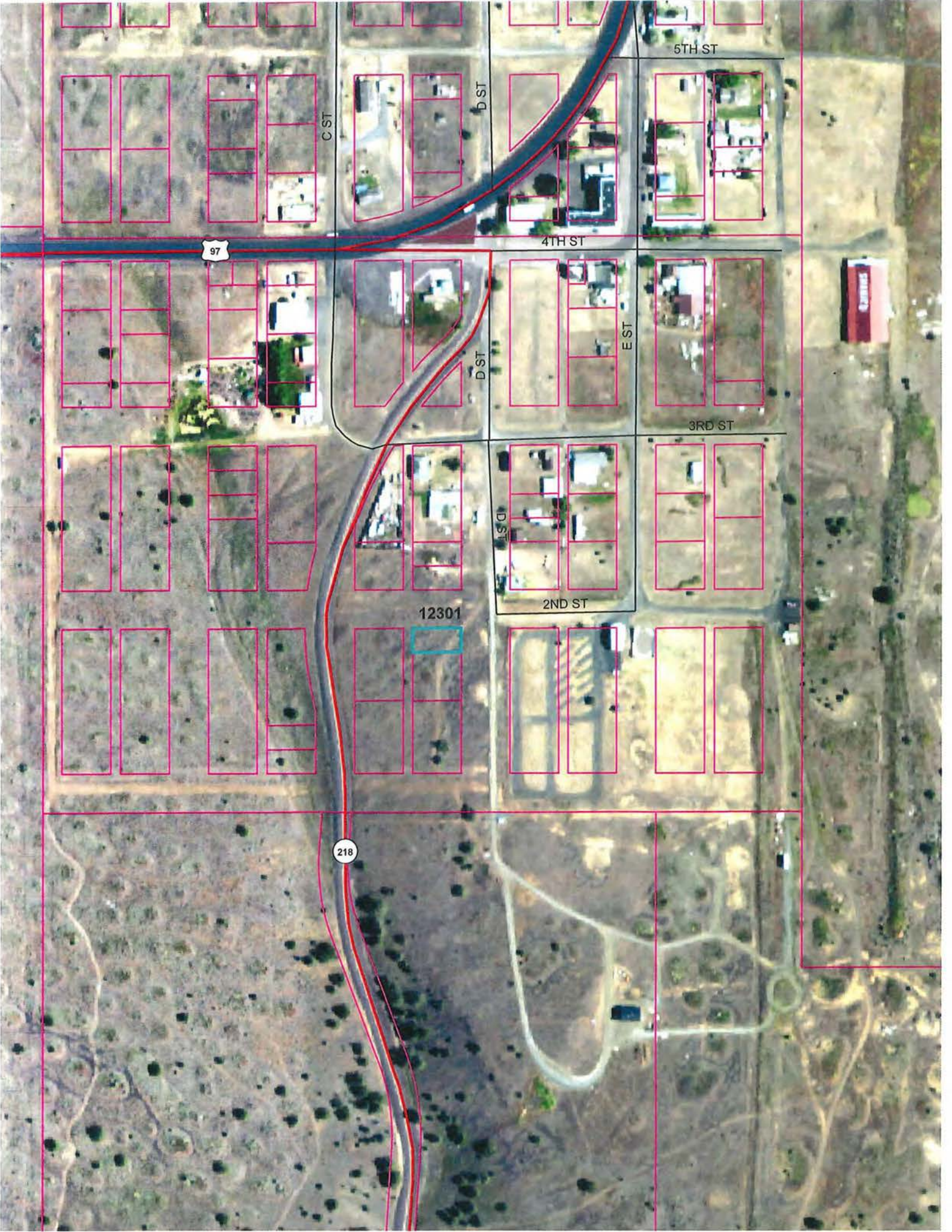
Property Characteristics:

Tax Year	Characteristic	Value
2017	Property Class Category	950: EX COUNTY VAC
	Neighborhood	603: AA6/VA3-SHANIKO
	Change property ratio	1XX Residential
	Zoning	RESIDENTIAL
	Acreage	0.110

Exemptions:

Tax Year	Description	Count	Amount	Assessment Basis
2017	County	1	\$2,339	Assessed Value Regular (AVR)
2016	County	1	\$2,271	Assessed Value Regular (AVR)
2015	County	1	\$2,205	Assessed Value Regular (AVR)

(End of Report)



5TH ST

C ST

D ST

4TH ST

97

E ST

D ST

3RD ST

12301

2ND ST

D ST

218



WASCO COUNTY

Property Account Summary

As Of 4/10/2018 Status: Active

Account No.: 12270 Alternate Property Number: 06S16 E36DB01700 00
Account Type: Real Property
TCA: 12
Situs Address: NO SITUS ADDRESS
NO SITUS CITY OR 00000
Legal: SECTION 36 TOWNSHIP 6S RANGE 16E QUARTER DB PRCL 1700 MapTax Lot: 06S16 E36DB01700 00

Parties:

Role	Name & Address
Owner	WASCO COUNTY 511 WASHINGTON ST #207 THE DALLES OR 97058
Taxpayer	WASCO COUNTY 511 WASHINGTON ST #207 THE DALLES OR 97058

Property Values:

Value Name	2017	2016	2015	2014	2013
Assessed Value Regular (AVR)	\$2,339	\$2,271	\$2,205	\$2,141	\$2,079
Taxable Value Regular (TVR)	\$0	\$2,271	\$2,205	\$2,141	\$2,079
MKLND + SAMKL (MKLTL)	\$2,380	\$2,380	\$2,380	\$2,380	\$2,530
MKIMP + SAMKI (MKITL)	\$0	\$0	\$0	\$0	\$0
Real MKT Total (MKTTL)	\$2,380	\$2,380	\$2,380	\$2,380	\$2,530

Property Characteristics:

Tax Year	Characteristic	Value
2017	Property Class Category	950: EX COUNTY VAC
	Neighborhood	603: AA6/VA3-SHANIKO
	Change property ratio	1XX Residential
	Zoning	COMMERCIAL
	Acreage	0.110

Exemptions:

Tax Year	Description	Count	Amount	Assessment Basis
2017	County	1	\$2,339	Assessed Value Regular (AVR)

(End of Report)





AGENDA ITEM

QLife Budget

[STAFF MEMO](#)

[2018/2019 QLIFE BUDGET](#)



Date: 4/26/18

To: Board of County Commissioners, Wasco County

From: Mike Middleton,
Wasco County Finance Director

Re: Quality Life (Qlife) Approved Budget

Mayor and Councilors,

The Qlife Budget Committee has Approved a budget for fiscal year 2019 (July 1st, 2018 to June 30th, 2019). This budget will be adopted by the Qlife Board on the June 24th, 2018 meeting. This is contingent upon approval from the Wasco County Board of Commissioners.

A single change was made to the submitted budget and it is reflected in the budget document presented. (It was a reallocation of \$45,000 from Contingencies to Reserved For WIFI.) Additional changes are not anticipated at the Qlife budget hearing to adopt the approved budget.

The Qlife Budget is presented to the Wasco County Board of Commissioners for acceptance as Wasco County is a key member of the partnership that created the Qlife organization.

Regards,

A handwritten signature in blue ink, appearing to read 'Mike Middleton', with a long horizontal flourish extending to the right.

Mike Middleton
Finance Director, Wasco County

QUALITYLIFE INTERGOVERNMENTAL AGENCY

BUDGET MESSAGE

FISCAL YEAR 2019

I am pleased to present to you the Proposed Budget for Fiscal Year 2019. This budget covers the period of July 1st, 2018 to June 30th 2019.

The QualityLife Intergovernmental Agency (QLife) is a partnership between the City of The Dalles and Wasco County. QLife is an intergovernmental agency consisting of the City of The Dalles and Wasco County, governed by a Board of Directors and run by an Administrator. QLife is a transport and dark fiber service provider that facilitates broadband, Ethernet, wide area networks, internet access, and virtual private networks through local internet service providers. QLife has been operational since December of 2003. The original mission and purpose of QLife was to bring a middle mile fiber solution to the City of The Dalles in an effort to meet certain needs of critical agencies for reliable high speed data services and to provide and promote an environment for successful economic development. Recently QLife has embarked on a project to bring fiber to the home in Maupin, OR.

This narrative explains the proposed QLife budget for fiscal year 2019. The budget encompasses three (3) funds: The Operating (General) Fund, the Capital Fund and the Maupin Fund. The Maupin Fund is for operations and capital bringing and building QLife services in the Maupin area. The intent is for the Maupin Fund to function without subsidy from the Operating fund serving The Dalles.

The Proposed Budget totals \$3,544,830 combined for all three (3) funds. This increase over the budget for Fiscal Year 2018 is \$396,134. This is due primarily to a budgeted transfer of \$200,000 from the Capital Fund to the Maupin Fund. This transfer is a loan to be repaid out of operations of the Maupin Fund and will only be made/used if the grant funding does not cover the project. Due to the bid received, the need is not likely. Budgeting the transfer does not require QLife to make the transfer.

Fund	FY18 Budget	FY19 Budget	Difference	%
General Fund	826,127	760,147	(65,980)	-7.9%
<i>The operations fund is primarily for operations in The Dalles</i>				
Capital Fund	1,652,872	1,718,649	65,777	3.9%
<i>The capital project fund is used for system expansion in The Dalles area</i>				
Maupin Fund	669,697	1,066,034	396,337	59.1%
<i>The project fund is for providing service to Maupin</i>				
Grand Total	3,148,696	3,544,830	396,134	12.5%

Financial Health

The General (Operations) Fund for The Dalles area is in good shape. Projected resources are \$760,147 for FY19. This includes a Beginning Fund Balance of \$87,800. Normal operating expenses are \$265,997 with an additional \$20,000 set aside each year for capital equipment. This is very sustainable and shows a strong indication of growth. (New revenue = \$672,347 less normal operating expenses and capital totaling \$285,997 = \$386,350 which is greater than transfers to Capital Fund.) The majority of the funds left after revenues are used to pay expenses are transferred to the Capital Fund to pay for future and current capital projects.

The Capital Fund starts FY19 with \$1,315,777 in beginning fund balance. Another 372,800 will be transferred in from the General (Operations) fund. Total resources for the Capital Fund are \$1,718,649. The proposed budget includes \$880,000 in capital expenses. This is \$507,200 more than the budgeted transfer from the General (Operating) Fund and represents the planned potential use of fund balance. This is for several identified projects but it is not certain all the projects will be executed in FY19 although budgeted. The Primary system capital outlay is budgeted for \$600,000 to cover the potential projects. The Primary System projects making up the \$600,000 include St Mary's (\$375,000), Pon Beta (\$50,000), East Bisector (\$200), and the Downtown Bypass (\$76,000). While these total over \$600,000, it is not expected to get to all the projects this fiscal year and the costs are estimates at this point. If additional funds are required, Contingency is set at \$390,983. Taking the expected use of Capital expenses, the fund is in good shape and should increase going forward. The transfer out of \$200,000 to the Maupin Fund is not likely to occur but is budgeted to be available if required to complete the project. This is 15% of the beginning fund balance and would cause a significant decrease in the fund if required. However, it will recover and continue to grow. The intent however, is for the Maupin Fund to utilize the grant funds to reduce the possible burden on the Capital Fund.

The Maupin Fund is a new fund without a strong revenue stream yet. Based on current projections, it will start FY19 with \$128,434 beginning balance. The fund did not have the resources to complete the current project without a new source of funds. The additional funds are coming from grants that have been awarded. The fund has received a grant for \$500,000 for the project which will reduce the need for a transfer from the Capital Fund. A second grant for \$46,000 and the original grant with a remaining balance of \$190,000 are anticipated to cover the costs for the project. The new grants are anticipated to arrive in late June or early July so will be available for FY19 expenses. The transfer of up to \$200,000 is still budgeted, but ideally will not be utilized. The grants will allow the fund to complete the project without significant additional transfers from the Capital Fund.

Transfers

Transfers are used to move funds from one fund to another. In the instance of the Capital Fund and the Maupin Fund, this is to fund a loan and start repayment. The loan has no interest rate and the term is not fixed. Repayment will be based on the fees received. It is anticipated the Maupin Fund will receive a grant for \$500,000 which will decrease the need for a transfer from the Capital Fund. This grant has been awarded.

From Fund	To Fund	Amount	Purpose
General	Capital	372,800	Fund capital expenses of the system
Capital	Maupin	200,000	Loan to fund the Maupin project; will not be drawn on if the grant comes through
Maupin	Capital	10,000	Payment on the loan from franchise fees

Contingency and Reserves

Contingency amounts for each fund are healthy. The number looks better when fund reservations are included. The reserves function similar to a contingency by setting funds aside that can be moved by the Board.

The General (Operations) Fund has a contingency of \$50,000. This is 17.4% of the budgeted operating expense. This has grown to a healthy level that could cover over three (3) months costs.

The Capital Fund has a contingency of \$390,983 and a reservation for System Improvements of \$224,666. The Contingency is 22.7% of the total resources of the Capital Fund and the reservation for system improvements provides sets aside another \$224,666 to contribute to significant financial security. The purpose of the reservation is for future expansion, modernization or replacement of systems. These are the same purposes that would cause a draw on contingency funds.

The Maupin Fund contingency is \$422,664. This is a significant improvement over prior fiscal years. The awarded grant will allow the fund to cover the necessary growth without needing to utilize any contingency funds. The majority of the contingency exists due to the transfer from the Capital Fund. Until this level of contingency is required, the Capital fund should not need to be transferred in. There is a reservation for \$14,160 due to providing wifi service for an additional year for a grant that was received in FY16. This is probably overstated as in FY19 the anticipated monthly cost is \$48 and has been budgeted for \$1,000 annually. During the Budget Committee meeting, \$45,000 was taken from Contingency and moved to the reservation for wifi service to increase the fund saved for future fiscal periods.

Capital Outlay

The capital projects have not been budgeted for specific items, rather for a lump sum. This is due to the evaluation of projects still underway. The priorities have not changed since the Financial Priorities Policy was adopted for fiscal year 2017. These projects are underway and progress is being made. The major project cost where funding was difficult is the Maupin Fund. This has been mitigated by a grant awarded to Maupin for \$500,000 and a second grant for \$46,000. This will decrease the need for a transfer from the Capital Fund and allow the Maupin project to move forward.

Capital Outlay		
Fund	Purpose	Amount
General (Operating)	Telcom Equipment	20,000
Capital Fund	Equipment	80,000
	Primary System Maintenance	600,000
	Secondary Line Extension	200,000
Total Capital Fund		880,000
Maupin Fund	Primary System	600,000
Total Capital Outlay		1,500,000

Budget Appropriation

The Proposed Budget contains line item detail; however the legal level of control for the budget is at the Fund/Department level. This means for each fund, amounts will be appropriated at the legal level of control by Beginning Balance, Operations (noncapital and capital), Pass-Through, Transfer In/Out, Reserve, Contingency and Unappropriated.

Qlife Budget Detail General (Operating) Fund

Fund	General Fund
------	--------------

Row Labels	FY16 - Actual	FY17 - Actual	FY18 - Budget	FY18 - Projection	FY19 - Budget Request	FY19 - Approved	FY19 - Adopted
Revenue							
Revenue							
600.60.6000.400.000 - BEGINNING FUND BALANCE	231,823	157,296	143,160	108,640	87,800	87,800	-
600.60.6000.414.500 - UTILITY SERVICE CHARGES	648,860	601,430	658,347	658,347	669,147	669,147	-
600.60.6000.414.501 - CONNECT CHARGES	4,200	2,000	1,000	1,700	1,000	1,000	-
600.60.6000.417.104 - INTEREST EARNED	4,950	11,053	3,600	1,973	2,000	2,000	-
600.60.6000.421.241 - MISC RECEIPTS	3,933	108	20	1,200	200	200	-
600.60.6000.422.132 - E-RATE REIMBURSEMENTS	41,290	-	20,000	-	-	-	-
Revenue Total	935,056	771,887	826,127	771,860	760,147	760,147	-
Expense							
Materials & Services							
600.60.6000.52101 - ADVERTISING & PROMOTIONS	500	673	1,500	1,695	1,500	1,500	-
600.60.6000.52111 - DUES & SUBSCRIPTIONS	1,433	1,616	1,300	3,525	3,000	3,000	-
600.60.6000.52113 - INSURANCE & BONDS	7,317	20,312	21,000	15,242	21,000	21,000	-
600.60.6000.52115 - LEGAL NOTICES & PUBLISHING	296	209	400	400	400	400	-
600.60.6000.52116 - POSTAGE	-	120	200	200	200	200	-
600.60.6000.52120 - RENT - OFFICE	7,752	7,752	7,752	7,752	7,752	7,752	-
600.60.6000.52122 - TELEPHONE	412	421	420	463	420	420	-
600.60.6000.52148 - GENERAL GRANTS	2,000	2,000	2,000	3,000	2,000	2,000	-
600.60.6000.52151 - SCHOLARSHIP	2,000	2,000	2,000	2,000	2,000	2,000	-
600.60.6000.52350 - TAXES/PERMITS/ASSESSMENTS	-	-	400	515	400	400	-
600.60.6000.52370 - MISC EXPENDITURES	674	120	650	3,495	1,000	1,000	-
600.60.6000.52398 - ADMINISTRATIVE COST	31,793	38,221	54,000	54,000	55,350	55,350	-
600.60.6000.52401 - CONTRACTED SERVICES	-	-	-	-	-	-	-
600.60.6000.52406 - CONTR SRVCS - LEGAL CONUNSEL CONTR	12,480	6,846	9,000	6,264	9,000	9,000	-
600.60.6000.52409 - CONTR SRVCS - OTHER	12,278	10,723	3,000	9,563	15,100	15,100	-
600.60.6000.52412 - CONTR SRVCS - AUDIT CONTRACT	4,750	6,600	7,050	3,650	6,000	6,000	-
600.60.6000.52477 - CONTRACTED SVSC - ENGINEERING	35,210	45,796	50,000	32,557	20,000	20,000	-
600.60.6000.52479 - CONTRACTED SVSC - NETWORK SYSTEM MGMT	71,845	56,972	68,000	68,000	51,000	51,000	-
600.60.6000.52480 - POLE CONNECTION FEES	8,447	4,650	10,500	15,088	10,500	10,500	-

Qlife Budget Detail General (Operating) Fund

Fund	General Fund
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Row Labels	FY16 - Actual	FY17 - Actual	FY18 - Budget	FY18 - Projection	FY19 - Budget Request	FY19 - Approved	FY19 - Adopted
600.60.6000.52481 - RIGHT OF WAY FEES	19,466	18,043	19,750	19,750	20,075	20,075	-
600.60.6000.52502 - NETWORK COMPONENTS	1,597	-	5,000	2,000	5,000	5,000	-
600.60.6000.52601 - EQUIPMENT - NON CAPITAL		1,304	-	1,504	5,000	5,000	-
600.60.6000.52701 - TRAINING & EDUCATION	195	325	700	325	700	700	-
600.60.6000.52711 - MEALS, LODGING & REGISTRATION	1,973	518	2,000	1,000	2,000	2,000	-
600.60.6000.52801 - BLDG REPAIR & MAINT	247	315	1,600	500	1,600	1,600	-
600.60.6000.52808 - OUTSIDE PLANT MAINTENANCE	7,226	32,424	43,000	19,651	20,000	20,000	-
600.60.6000.52882 - UTILITIES - ELECTRICITY	454	619	700	763	800	800	-
600.60.6000.52910 - SUPPLIES - OFFICE	295	178	135	260	200	200	-
600.60.6000.52608 - EASEMENTS - NON-CAPITAL				-	1,000	1,000	-
Capital Outlay							
600.60.6000.53301 - EQUIPMENT - CAPITAL	1,688	-	20,000	-	20,000	20,000	-
600.60.6000.53403 - EASEMENTS	-	-	-	18,000	-	-	-
Transfer							
600.60.6000.55601 - TRANSFER TO QLIFE CAPITAL	504,140	405,391	392,898	392,898	372,800	372,800	-
Pass-Through							
600.60.6000.52399 - ESD E-RATE PASS THROUGH	41,290	-	50,000	-	-	-	-
Contingency							
600.60.6000.57600 - CONTINGENCY	-	-	29,700	-	50,000	50,000	-
Unappropriated							
600.60.6000.59000 - UNAPPROPRIATED	-	-	51,652	-	54,350	54,350	-
Expense Total	777,758	664,148	856,307	684,060	760,147	760,147	-

Qlife Budget Detail Capital Fund

Fund		Capital Fund					
Row Labels	FY16 - Actual	FY17 - Actual	FY18 - Budget	FY18 - Projection	FY19 - Budget Request	FY19 - Approved	FY19 - Adopted
Revenue							
Revenue							
601.60.6000.400.000 - BEGINNING FUND BALANCE	377,826	870,111	1,229,902	1,011,310	1,315,777	1,315,777	-
601.60.6000.414.501 - CONNECT CHARGES	13,569	5,100	19,000	6,000	19,000	19,000	-
601.60.6000.417.104 - INTEREST EARNED	-	625	1,072	13,569	1,072	1,072	-
601.60.6000.421.241 - MISC RECEIPTS	-	-	-	-	-	-	-
601.60.6000.450.600 - TRANSFER FROM QLIFE OPERATING FUND	504,140	405,391	392,898	392,898	372,800	372,800	-
601.60.6000.450.602 - TRANSFER FROM QLIFE MAUPIN FUND	-	-	10,000	-	10,000	10,000	-
601.60.6000.490.490 - LOAN PROCEEDS	-	-	-	-	-	-	-
Revenue Total	895,535	1,281,227	1,652,872	1,423,777	1,718,649	1,718,649	-
Expense							
Materials & Services							
601.60.6000.52477 - CONTRACTED SVSC - ENGINEERING	1,085	10,961	11,000	11,000	11,000	11,000	-
601.60.6000.52478 - CONTRACTED SVSC - CUSTOMER CONNECTIONS	1,354	-	4,000	4,000	4,000	4,000	-
601.60.6000.52651 - EQUIPMENT - REPAIR & MAINTENANCE	-	11,344	16,000	8,000	8,000	8,000	-
Capital Outlay							
601.60.6000.53101 - BUILDINGS	-	-	232,000	-	-	-	-
601.60.6000.53301 - EQUIPMENT - CAPITAL	-	302	-	-	80,000	80,000	-
601.60.6000.53313 - PRIMARY SYSTEM	2,263	89,581	196,000	50,000	600,000	600,000	-
601.60.6000.53314 - SECONDARY LINE EXTENSION	20,722	1,074	70,000	35,000	200,000	200,000	-
601.60.6000.53315 - POLE MAKE READY	-	-	5,000	-	-	-	-
Transfer							
601.60.6000.55602 - TRANSFER TO QLIFE MAUPIN	-	156,655	220,000	-	200,000	200,000	-
Contingency							
601.60.6000.57601 - CONTINGENCY	-	-	434,272	-	390,983	390,983	-
Debt Service							
601.60.6000.54306 - PRINCIPAL PAYMENT	-	-	-	-	-	-	-
601.60.6000.54307 - INTEREST	-	-	-	-	-	-	-
Distribution							
601.60.6000.56001 - DISTRIBUTION TO SPONSORS	-	-	-	-	-	-	-
Reserve							

Qlife Budget Detail Capital Fund

Fund		Capital Fund					
Row Labels	FY16 - Actual	FY17 - Actual	FY18 - Budget	FY18 - Projection	FY19 - Budget Request	FY19 - Approved	FY19 - Adopted
601.60.6000.58001 - RESERVE FOR SYSTEM IMPROVEMENTS	-	-	464,600	-	224,666	224,666	-
601.60.6000.58002 - RESERVE FOR EXPANSION	-	-	-	-	-	-	-
601.60.6000.58003 - RESERVE FOR DEBT RETIREMENT	-	-	-	-	-	-	-
Unappropriated							
601.60.6000.59000 - UNAPPROPRIATED		-	-	-	-	-	-
Expense Total	25,424	269,917	1,652,872	108,000	1,718,649	1,718,649	-

Qlife Budget Detail Maupin Fund

Fund		Maupin Fund					
Row Labels	FY16 - Actual	FY17 - Actual	FY18 - Budget	FY18 - Projection	FY19 - Budget Request	FY19 - Approved	FY19 - Adopted
Revenue							
Revenue							
602.60.6000.400.000 - BEGINNING FUND BALANCE	-	13,620	53,116	139,176	128,434	128,434	-
602.60.6000.412.674 - STATE GRANT	-	80,427	386,581	167,381	190,000	190,000	-
602.60.6000.412.700 - PRIVATE SECTOR GRANTS	87,880	-	-	-	-	-	-
602.60.6000.414.306 - CITY OF MAUPIN FLOW THROUGH GRANT 1	-	-	-	-	46,000	46,000	-
602.60.6000.414.306 - CITY OF MAUPIN FLOW THROUGH GRANT 2	-	-	-	-	500,000	500,000	-
602.60.6000.414.500 - UTILITY SERVICE CHARGES	-	-	4,000	-	-	-	-
602.60.6000.414.502 - CUSTOMER FEES - MIDDLE MILE	-	-	-	-	-	-	-
602.60.6000.414.503 - COSTOMER FEES - TRANSPORT/COLOCATION	-	-	-	-	-	-	-
602.60.6000.417.104 - INTEREST EARNED	-	25	-	1,458	-	-	-
602.60.6000.421.241 - MISC RECEIPTS	-	-	6,000	-	-	-	-
602.60.6000.422.132 - E-RATE REIMBURSEMENTS	-	-	-	-	-	-	-
602.60.6000.450.600 - TRANSFER FROM QLIFE OPERATING FUND	-	-	-	-	-	-	-
602.60.6000.450.601 - TRANSFER FROM QLIFE CAPITAL FUND	-	156,655	220,000	-	200,000	200,000	-
602.60.6000.490.490 - LOAN PROCEEDS	-	-	-	-	-	-	-
602.60.6000.414.504 - CITY OF MAUPIN - FRANCHISE FEES	-	-	-	-	1,600	1,600	-
602.60.6000.414.505 - CITY OF MAUPIN - GORGE.NET RECEIPTS	-	-	-	-	-	-	-
Revenue Total	87,880	250,727	669,697	308,015	1,066,034	1,066,034	-
Expense							
Materials & Services							
602.60.6000.52113 - INSURANCE & BONDS	-	-	1,000	-	1,000	1,000	-
602.60.6000.52398 - ADMINISTRATIVE COST	26,678	-	14,160	-	14,160	14,160	-
602.60.6000.52406 - CONTR SVCS - LEGAL CONUNSEL CONTR	-	1,845	2,000	648	2,000	2,000	-
602.60.6000.52476 - CONTRACTED SVSC - WIFI	-	-	20,400	11,861	1,000	1,000	-
602.60.6000.52477 - CONTRACTED SVSC - ENGINEERING	-	-	-	279	-	-	-
602.60.6000.52480 - POLE CONNECTION FEES	-	-	1,050	-	1,050	1,050	-
602.60.6000.52482 - BROADBAND SUPPORT	-	-	14,352	-	-	-	-
602.60.6000.52651 - EQUIPMENT - REPAIR & MAINTENANCE	-	-	-	-	-	-	-
602.60.6000.52882 - UTILITIES - ELECTRICITY	-	-	-	-	-	-	-

Qlife Budget Detail Maupin Fund

Fund	Maupin Fund						
Row Labels	FY16 - Actual	FY17 - Actual	FY18 - Budget	FY18 - Projection	FY19 - Budget Request	FY19 - Approved	FY19 - Adopted
602.60.6000.52883 - UTILITIES - NATURAL GAS	-	-	-	-	-	-	-
602.60.6000.54278 - CONTRACTED SVSC - CUSTOMER CONNECTIONS	-	-	-	-	-	-	-
Capital Outlay							
602.60.6000.53101 - BUILDINGS	-	-	-	-	-	-	-
602.60.6000.53301 - EQUIPMENT - CAPITAL	17,097	-	-	3,148	-	-	-
602.60.6000.53313 - PRIMARY SYSTEM	30,486	109,707	-	163,212	600,000	600,000	-
602.60.6000.53314 - SECONDARY LINE EXTENSION	-	-	573,875	433	-	-	-
602.60.6000.53315 - POLE MAKE READY	-	-	-	-	-	-	-
Transfer							
602.60.6000.55601 - TRANSFER TO QLIFE CAPITAL	-	-	10,000	-	10,000	10,000	-
Pass-Through							
602.60.6000.52399 - ESD E-RATE PASS THROUGH	-	-	-	-	-	-	-
Contingency							
602.60.6000.57602 - CONTINGENCY	-	-	-	-	422,664	377,664	-
Debt Service							
602.60.6000.54306 - PRINCIPAL PAYMENT	-	-	-	-	-	-	-
602.60.6000.54307 - INTEREST	-	-	-	-	-	-	-
Reserve							
602.60.6000.58004 - RESERVE FOR WIFI	-	-	28,320	-	14,160	59,160	-
Unappropriated							
602.60.6000.59000 - UNAPPROPRIATED		-	4,540	-	-	-	-
Expense Total	74,261	111,552	669,697	179,581	1,066,034	1,066,034	-

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

600.60.6000.400.000 BEGINNING FUND BALANCE

Account Definition:

The projected ending fund balance for the prior fiscal year is set as a resource for the new fiscal year as the ending fund balance is the beginning fund balance of the following fiscal year.

FY14 Actual:	93,154
FY15 Actual:	180,966
FY16 Actual:	231,823
FY17 Actual:	157,296
FY18 Budgeted:	143,160
FY18 Projected:	108,640
FY19 Proposed:	87,800
FY19 Approved:	87,800
FY19 Adopted:	-

Budget Notes:

Projected Ending Balance for FY18; Actual for FY18 was updated based on the FY17 audit being completed. This was a revision down by \$48,656

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

600.60.6000.414.500 UTILITY SERVICE CHARGES

Account Definition:

Monthly Recurring Charges (MRC) billed out to customers

FY14 Actual: 575,730

FY15 Actual: 622,155

FY16 Actual: 648,860

FY17 Actual: 601,430

FY18 Budgeted: 658,347

FY18 Projected: 658,347

FY19 Proposed: 669,147

FY19 Approved: 669,147

FY19 Adopted: -

Budget Notes:

Based on projections; Base from FY18 + additional 500 Meg service; 5 lines at \$50/mth; 1 dark fiber at \$450/mth

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

600.60.6000.414.501 CONNECT CHARGES

Account Definition:

Non-Recurring Charges (NRC) are turn up fees and a recovery of the cost to connect.

FY14 Actual: 3,600

FY15 Actual: 3,150

FY16 Actual: 4,200

FY17 Actual: 2,000

FY18 Budgeted: 1,000

FY18 Projected: 1,700

FY19 Proposed: 1,000

FY19 Approved: 1,000

FY19 Adopted: -

Budget Notes:

Estimated at just over 2 service added; Estimated connection fees are \$6,450; \$450 flro Turn up fee, \$1,000 for Electronic Switch and \$5,000 for service line

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

600.60.6000.417.104 INTEREST EARNED

Account Definition:

Interest earned on bank balance

FY14 Actual:	568
FY15 Actual:	1,505
FY16 Actual:	4,950
FY17 Actual:	11,053
FY18 Budgeted:	3,600
FY18 Projected:	1,973
FY19 Proposed:	2,000
FY19 Approved:	2,000
FY19 Adopted:	-

Budget Notes:

Estimate based on principal

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

600.60.6000.421.241 MISC RECEIPTS

Account Definition:

Receipts that do not match to any of the current revenue lines.

FY14 Actual: 134

FY15 Actual: 5,637

FY16 Actual: 3,933

FY17 Actual: 108

FY18 Budgeted: 20

FY18 Projected: 1,200

FY19 Proposed: 200

FY19 Approved: 200

FY19 Adopted: -

Budget Notes:

As title implies. Not known

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

600.60.6000.422.132 E-RATE REIMBURSEMENTS

Account Definition:

This was a flow through account with a matching expense. It is not used anymore as the E-Rate Reimbursement is now handled by a different organization.

FY14 Actual:	36,936
FY15 Actual:	13,075
FY16 Actual:	41,290
FY17 Actual:	-
FY18 Budgeted:	20,000
FY18 Projected:	-
FY19 Proposed:	-
FY19 Approved:	-
FY19 Adopted:	-

Budget Notes:

The Region 9 Education Service District (ESD) and School District # 21 receive a reimbursement for about 80% of their telecommunications costs. This annual reimbursement is given to the service provider. We then send a check of equal amount to the education agencies. Basically, this is a pass-through. This will not flow through us anymore.

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

600.60.6000.52101 ADVERTISING & PROMOTIONS

Account Definition:

Advertising and promotional expenses

FY14 Actual: 1,055

FY15 Actual: 529

FY16 Actual: 500

FY17 Actual: 673

FY18 Budgeted: 1,500

FY18 Projected: 1,695

FY19 Proposed: 1,500

FY19 Approved: 1,500

FY19 Adopted: -

Budget Notes:

Keep the budget the same

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

600.60.6000.52111 DUES & SUBSCRIPTIONS

Account Definition:

Dues for professional organizations and associations. Also for any subscriptions to information sources.

FY14 Actual: 25

FY15 Actual: 255

FY16 Actual: 1,433

FY17 Actual: 1,616

FY18 Budgeted: 1,300

FY18 Projected: 3,525

FY19 Proposed: 3,000

FY19 Approved: 3,000

FY19 Adopted: -

Budget Notes:

Base on FY18 Actual; Special Districts Association of Oregon & Oregon Joint Use Association

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

600.60.6000.52113 INSURANCE & BONDS

Account Definition:

Insurance and bonds carried by the organization

FY14 Actual:	5,665
FY15 Actual:	5,730
FY16 Actual:	7,317
FY17 Actual:	20,312
FY18 Budgeted:	21,000
FY18 Projected:	15,242
FY19 Proposed:	21,000
FY19 Approved:	21,000
FY19 Adopted:	-

Budget Notes:

Cover higher insurance in FY18; Calendar year 2017 premium = \$14,260 (\$6,505 of which is property insurance); \$1,600 Pole Attachment Bond for PUD; Project for FY18 - Liability \$7,940; Property \$6,505; Pole Attachment Bond \$1,600; buffer for increases \$4,995

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

600.60.6000.52115 LEGAL NOTICES & PUBLISHING

Account Definition:

Expense for publishing legal notices and other required publications

FY14 Actual: 240

FY15 Actual: 116

FY16 Actual: 296

FY17 Actual: 209

FY18 Budgeted: 400

FY18 Projected: 400

FY19 Proposed: 400

FY19 Approved: 400

FY19 Adopted: -

Budget Notes:

Keep the budget the same

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

600.60.6000.52116 POSTAGE

Account Definition:

Cost to mail

FY14 Actual: 112

FY15 Actual: 113

FY16 Actual: -

FY17 Actual: 120

FY18 Budgeted: 200

FY18 Projected: 200

FY19 Proposed: 200

FY19 Approved: 200

FY19 Adopted: -

Budget Notes:

Keep the budget the same

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

600.60.6000.52120 RENT - OFFICE

Account Definition:

Space rented by the organization

FY14 Actual: 7,752

FY15 Actual: 7,752

FY16 Actual: 7,752

FY17 Actual: 7,752

FY18 Budgeted: 7,752

FY18 Projected: 7,752

FY19 Proposed: 7,752

FY19 Approved: 7,752

FY19 Adopted: -

Budget Notes:

Rent of City Hall space. One room \$141/month; second room \$121/month; third addition \$176/month; covered storage at City PW facility \$209/month = \$646/month

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

600.60.6000.52122 TELEPHONE

Account Definition:

Cost for local and long distance telephone service

FY14 Actual: 410

FY15 Actual: 376

FY16 Actual: 412

FY17 Actual: 421

FY18 Budgeted: 420

FY18 Projected: 463

FY19 Proposed: 420

FY19 Approved: 420

FY19 Adopted: -

Budget Notes:

Keep the budget the same

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

600.60.6000.52148 GENERAL GRANTS

Account Definition:

Grants paid out by the organization

FY14 Actual: 2,000

FY15 Actual: 2,000

FY16 Actual: 2,000

FY17 Actual: 2,000

FY18 Budgeted: 2,000

FY18 Projected: 3,000

FY19 Proposed: 2,000

FY19 Approved: 2,000

FY19 Adopted: -

Budget Notes:

Keep the budget the same although above budget in FY18. The FY18 actuals included an additional \$1,000 for the World competition

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

600.60.6000.52151 SCHOLARSHIP

Account Definition:

Support for the School Robotics program

FY14 Actual: 2,000

FY15 Actual: 2,000

FY16 Actual: 2,000

FY17 Actual: 2,000

FY18 Budgeted: 2,000

FY18 Projected: 2,000

FY19 Proposed: 2,000

FY19 Approved: 2,000

FY19 Adopted: -

Budget Notes:

School Robots program

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

600.60.6000.52350 TAXES/PERMITS/ASSESSMENTS

Account Definition:

Taxes, Permits and Assessments the organization pays

FY14 Actual:	-
FY15 Actual:	228
FY16 Actual:	-
FY17 Actual:	-
FY18 Budgeted:	400
FY18 Projected:	515
FY19 Proposed:	400
FY19 Approved:	400
FY19 Adopted:	-

Budget Notes:

St. Mary's

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

600.60.6000.52370 MISC EXPENDITURES

Account Definition:

Expenditures not catagorized in another expense line.

FY14 Actual:	460
FY15 Actual:	3,889
FY16 Actual:	674
FY17 Actual:	120
FY18 Budgeted:	650
FY18 Projected:	3,495
FY19 Proposed:	1,000
FY19 Approved:	1,000
FY19 Adopted:	-

Budget Notes:

If based on trending, it would be higher. However, FY18 had \$3,230 spent with Graybar and coded here.

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

600.60.6000.52398 ADMINISTRATIVE COST

Account Definition:

Allocation paid for administrative costs of the organization. This is paid to the County as the County provides management and administrative support to the organization

FY14 Actual: 15,909

FY15 Actual: 29,113

FY16 Actual: 31,793

FY17 Actual: 38,221

FY18 Budgeted: 54,000

FY18 Projected: 54,000

FY19 Proposed: 55,350

FY19 Approved: 55,350

FY19 Adopted: -

Budget Notes:

Compensation to County for Administrative support; FY18 level + 2.5% increase for wages

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

600.60.6000.52399 ESD E-RATE PASS THROUGH

Account Definition:

This was a flow through account with a matching revenue. It is not used anymore as the E-Rate Reimbursement is now handled by a different organization.

FY14 Actual:	36,936
FY15 Actual:	13,075
FY16 Actual:	41,290
FY17 Actual:	-
FY18 Budgeted:	50,000
FY18 Projected:	-
FY19 Proposed:	-
FY19 Approved:	-
FY19 Adopted:	-

Budget Notes:

The Region 9 Education Service District (ESD) and School District # 21 receive a reimbursement for about 80% of their telecommunications costs. This annual reimbursement is given to the service provider. We then send a check of equal amount to the education agencies. Basically, this is a pass-through. Not done through Qlife anymore

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

600.60.6000.52406 CONTR SRVCS - LEGAL COUNSEL CONTR

Account Definition:

Contracted Legal Counsel Services

FY14 Actual:	4,110
FY15 Actual:	4,630
FY16 Actual:	12,480
FY17 Actual:	6,846
FY18 Budgeted:	9,000
FY18 Projected:	6,264
FY19 Proposed:	9,000
FY19 Approved:	9,000
FY19 Adopted:	-

Budget Notes:

Keep the budget the same

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

600.60.6000.52409 CONTR SRVCS - OTHER

Account Definition:

Contracted Services; primarily Tree Trimming, OSP Insight and Joe Fannel

FY14 Actual:	-
FY15 Actual:	6,887
FY16 Actual:	12,278
FY17 Actual:	10,723
FY18 Budgeted:	3,000
FY18 Projected:	9,563
FY19 Proposed:	15,100
FY19 Approved:	15,100
FY19 Adopted:	-

Budget Notes:

\$3000 Tree trimming; \$2,100 OSP Insight estimate; \$10,000 Joe Fannel

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

600.60.6000.52412 CONTR SRVCS - AUDIT CONTRACT

Account Definition:

Contracted Audit fees

FY14 Actual: 6,350

FY15 Actual: 5,500

FY16 Actual: 4,750

FY17 Actual: 6,600

FY18 Budgeted: 7,050

FY18 Projected: 3,650

FY19 Proposed: 6,000

FY19 Approved: 6,000

FY19 Adopted: -

Budget Notes:

Expected audit fees

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

600.60.6000.52477 CONTRACTED SVSC - ENGINEERING

Account Definition:

Contracted services for engineering not related to projects

FY14 Actual: 17,577

FY15 Actual: 17,356

FY16 Actual: 35,210

FY17 Actual: 45,796

FY18 Budgeted: 50,000

FY18 Projected: 32,557

FY19 Proposed: 20,000

FY19 Approved: 20,000

FY19 Adopted: -

Budget Notes:

Engineering not related to projects

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

600.60.6000.52479 CONTRACTED SVSC - NETWORK SYSTEM MGMT

Account Definition:

Contracted Network System Management fees - includes a base monthly rate and additional hourly charge. Most of the cost should be tied to projects the charge area for the project should be looked to first.

FY14 Actual: 61,126

FY15 Actual: 60,847

FY16 Actual: 71,845

FY17 Actual: 56,972

FY18 Budgeted: 68,000

FY18 Projected: 68,000

FY19 Proposed: 51,000

FY19 Approved: 51,000

FY19 Adopted: -

Budget Notes:

\$2,000 per month for Basic Services + \$67/hour during regular business and \$140/hour outside normal hours. Historically, Basic Service \$24,000. Changing as most should be tied to projects and capital - mostly; 24000 + 10000+ 17000

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

600.60.6000.52480 POLE CONNECTION FEES

Account Definition:

Cost paid to utilize poles already in place.

FY14 Actual:	8,653
FY15 Actual:	10,335
FY16 Actual:	8,447
FY17 Actual:	4,650
FY18 Budgeted:	10,500
FY18 Projected:	15,088
FY19 Proposed:	10,500
FY19 Approved:	10,500
FY19 Adopted:	-

Budget Notes:

Keep the budget the same

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

600.60.6000.52481 RIGHT OF WAY FEES

Account Definition:

Fee paid to The Dalles based on 3% of revenue generated in the city limits.

FY14 Actual: 17,272

FY15 Actual: 18,645

FY16 Actual: 19,466

FY17 Actual: 18,043

FY18 Budgeted: 19,750

FY18 Projected: 19,750

FY19 Proposed: 20,075

FY19 Approved: 20,075

FY19 Adopted: -

Budget Notes:

Fee of 3% of customer revenues

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

600.60.6000.52502 NETWORK COMPONENTS

Account Definition:

Non capital network components

FY14 Actual: 1,190

FY15 Actual: -

FY16 Actual: 1,597

FY17 Actual: -

FY18 Budgeted: 5,000

FY18 Projected: 2,000

FY19 Proposed: 5,000

FY19 Approved: 5,000

FY19 Adopted: -

Budget Notes:

Keep the budget the same

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

600.60.6000.52601 EQUIPMENT - NON CAPITAL

Account Definition:

Non-capital equipment

FY14 Actual:	-
FY15 Actual:	-
FY16 Actual:	
FY17 Actual:	1,304
FY18 Budgeted:	-
FY18 Projected:	1,504
FY19 Proposed:	5,000
FY19 Approved:	5,000
FY19 Adopted:	-

Budget Notes:

Network equipment that does not meet the definition of capital (capital is over \$5K and useful life exceeds 3 years)

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

600.60.6000.52608 EASEMENTS - NON-CAPITAL

Account Definition:

Non-capital easments

FY14 Actual:

FY15 Actual:

FY16 Actual:

FY17 Actual:

FY18 Budgeted:

FY18 Projected: -

FY19 Proposed: 1,000

FY19 Approved: 1,000

FY19 Adopted: -

Budget Notes:

Non-Capital Easements

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

600.60.6000.52701 TRAINING & EDUCATION

Account Definition:

Training fees, and educational costs

FY14 Actual:	-
FY15 Actual:	130
FY16 Actual:	195
FY17 Actual:	325
FY18 Budgeted:	700
FY18 Projected:	325
FY19 Proposed:	700
FY19 Approved:	700
FY19 Adopted:	-

Budget Notes:

Keep the budget the same

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

600.60.6000.52711 MEALS, LODGING & REGISTRATION

Account Definition:

Meals for meetings and while traveling, lodging costs and registrations

FY14 Actual: 1,031

FY15 Actual: 1,254

FY16 Actual: 1,973

FY17 Actual: 518

FY18 Budgeted: 2,000

FY18 Projected: 1,000

FY19 Proposed: 2,000

FY19 Approved: 2,000

FY19 Adopted: -

Budget Notes:

Keep the budget the same

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

600.60.6000.52801 BLDG REPAIR & MAINT

Account Definition:

Repair and Maintenance of buildings and structures

FY14 Actual:	-
FY15 Actual:	-
FY16 Actual:	247
FY17 Actual:	315
FY18 Budgeted:	1,600
FY18 Projected:	500
FY19 Proposed:	1,600
FY19 Approved:	1,600
FY19 Adopted:	-

Budget Notes:

Keep the budget the same

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

600.60.6000.52808 OUTSIDE PLANT MAINTENANCE

Account Definition:

Repair of the fiber optic lines. Any new work or if it is reimbursable by others should be in the Capital fund

FY14 Actual:	16,816
FY15 Actual:	14,733
FY16 Actual:	7,226
FY17 Actual:	32,424
FY18 Budgeted:	43,000
FY18 Projected:	19,651
FY19 Proposed:	20,000
FY19 Approved:	20,000
FY19 Adopted:	-

Budget Notes:

Repair of the fiber optic lines. Placing fiber on poles and repairing breaks. If new work or reimbursable by others it is in the capital fund

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

600.60.6000.52882 UTILITIES - ELECTRICITY

Account Definition:

Cost for electricity

FY14 Actual: 532

FY15 Actual: 504

FY16 Actual: 454

FY17 Actual: 619

FY18 Budgeted: 700

FY18 Projected: 763

FY19 Proposed: 800

FY19 Approved: 800

FY19 Adopted: -

Budget Notes:

Based on trending

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

600.60.6000.52910 SUPPLIES - OFFICE

Account Definition:

Office supplies

FY14 Actual:	-
FY15 Actual:	72
FY16 Actual:	295
FY17 Actual:	178
FY18 Budgeted:	135
FY18 Projected:	260
FY19 Proposed:	200
FY19 Approved:	200
FY19 Adopted:	-

Budget Notes:

Based on trending

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

600.60.6000.53301 EQUIPMENT - CAPITAL

Account Definition:

Capital Equipment

FY14 Actual:	-
FY15 Actual:	5,692
FY16 Actual:	1,688
FY17 Actual:	-
FY18 Budgeted:	20,000
FY18 Projected:	-
FY19 Proposed:	20,000
FY19 Approved:	20,000
FY19 Adopted:	-

Budget Notes:

Item #3 of the agencies Financial Priorities Policy is to reserve \$20,000 for expansion and replacement of the electronics of the system.

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

600.60.6000.53403 EASEMENTS

Account Definition:

Easements that are capital based on cost

FY14 Actual:	-
FY15 Actual:	-
FY16 Actual:	-
FY17 Actual:	-
FY18 Budgeted:	-
FY18 Projected:	18,000
FY19 Proposed:	-
FY19 Approved:	-
FY19 Adopted:	-

Budget Notes:

Not budgeting Easements in FY19 - should be in FY23 again; There are 5 easments totalling \$18,000 every 5 years

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

600.60.6000.55601 TRANSFER TO QLIFE CAPITAL

Account Definition:

Transfer to the Capital Fund to fund current and future capital project needs

FY14 Actual: 321,933

FY15 Actual: 382,905

FY16 Actual: 504,140

FY17 Actual: 405,391

FY18 Budgeted: 392,898

FY18 Projected: 392,898

FY19 Proposed: 372,800

FY19 Approved: 372,800

FY19 Adopted: -

Budget Notes:

Transfer \$32,741.50/mth to Qlife Capital fund

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

600.60.6000.57600 CONTINGENCY

Account Definition:

Funds set aside and available to be reappropriated by the Board to cover unplanned/unexpected costs

FY14 Actual:	-
FY15 Actual:	-
FY16 Actual:	-
FY17 Actual:	-
FY18 Budgeted:	29,700
FY18 Projected:	-
FY19 Proposed:	50,000
FY19 Approved:	50,000
FY19 Adopted:	-

Budget Notes:

The target is at least 10% of the monthly expenses, this more - 19% of the materials & service annual expense.

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

600.60.6000.59000 UNAPPROPRIATED

Account Definition:

Funds set aside for use in future fiscal years, not available for spending in the current fiscal year

FY14 Actual:	-
FY15 Actual:	-
FY16 Actual:	-
FY17 Actual:	-
FY18 Budgeted:	51,652
FY18 Projected:	-
FY19 Proposed:	54,350
FY19 Approved:	54,350
FY19 Adopted:	-

Budget Notes:

The target is 3 months average spending. That is 66,498. The average is \$22,166 per month. At this time putting in 20.6%

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

601.60.6000.400.000 BEGINNING FUND BALANCE

Account Definition:

The projected ending fund balance for the prior fiscal year is set as a resource for the new fiscal year as the ending fund balance is the beginning fund balance of the following fiscal year.

FY14 Actual:	141,124
FY15 Actual:	183,319
FY16 Actual:	377,826
FY17 Actual:	870,111
FY18 Budgeted:	1,229,902
FY18 Projected:	1,011,310
FY19 Proposed:	1,315,777
FY19 Approved:	1,315,777
FY19 Adopted:	-

Budget Notes:

Projected Ending Balance for FY18. Updated based on FY17 audit; the amount previously entered was overstated - the actual number is \$264,191 less.

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

601.60.6000.414.501 CONNECT CHARGES

Account Definition:

Non-Recurring Charges (NRC) are turn up fees and a recovery of the cost to connect.

FY14 Actual: 19,415

FY15 Actual: 17,607

FY16 Actual: 13,569

FY17 Actual: 5,100

FY18 Budgeted: 19,000

FY18 Projected: 6,000

FY19 Proposed: 19,000

FY19 Approved: 19,000

FY19 Adopted: -

Budget Notes:

Based on trending - should be \$6,000 per new customer. This amount is just slightly about 3 new customers

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

601.60.6000.417.104 INTEREST EARNED

Account Definition:

Interest earned on bank balance

FY14 Actual:	-
FY15 Actual:	-
FY16 Actual:	-
FY17 Actual:	625
FY18 Budgeted:	1,072
FY18 Projected:	13,569
FY19 Proposed:	1,072
FY19 Approved:	1,072
FY19 Adopted:	-

Budget Notes:

Estimate based on principal

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

601.60.6000.421.241 MISC RECEIPTS

Account Definition:

Receipts that do not match to any of the current revenue lines.

FY14 Actual: -

FY15 Actual: -

FY16 Actual: -

FY17 Actual: -

FY18 Budgeted: -

FY18 Projected: -

FY19 Proposed: -

FY19 Approved: -

FY19 Adopted: -

Budget Notes:

As title implies. Not known

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

601.60.6000.450.600 TRANSFER FROM QLIFE OPERATING FUND

Account Definition:

Transfer from the General Fund to fund current and future capital project needs

FY14 Actual: 321,933

FY15 Actual: 382,905

FY16 Actual: 504,140

FY17 Actual: 405,391

FY18 Budgeted: 392,898

FY18 Projected: 392,898

FY19 Proposed: 372,800

FY19 Approved: 372,800

FY19 Adopted: -

Budget Notes:

Transfer \$32,741.50/mth to Qlife Capital fund from General Fund

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

601.60.6000.450.602 TRANSFER FROM QLIFE MAUPIN FUND

Account Definition:

Transfer from the Maupin Fund to payback transfers made to build the Maupin projects

FY14 Actual:	-
FY15 Actual:	-
FY16 Actual:	-
FY17 Actual:	-
FY18 Budgeted:	10,000
FY18 Projected:	-
FY19 Proposed:	10,000
FY19 Approved:	10,000
FY19 Adopted:	-

Budget Notes:

Annual repayment from franchise fees

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

601.60.6000.52477 CONTRACTED SVSC - ENGINEERING

Account Definition:

Contracted Engineering Services

FY14 Actual:	904
FY15 Actual:	4,735
FY16 Actual:	1,085
FY17 Actual:	10,961
FY18 Budgeted:	11,000
FY18 Projected:	11,000
FY19 Proposed:	11,000
FY19 Approved:	11,000
FY19 Adopted:	-

Budget Notes:

For service line extensions. Engineering for capital projects should be in the same line item as the project.

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

601.60.6000.52478 CONTRACTED SVSC - CUSTOMER CONNECTIONS

Account Definition:

Contracted Services to connect customers to existing lines when not capital use this line.

FY14 Actual:	-
FY15 Actual:	1,016
FY16 Actual:	1,354
FY17 Actual:	-
FY18 Budgeted:	4,000
FY18 Projected:	4,000
FY19 Proposed:	4,000
FY19 Approved:	4,000
FY19 Adopted:	-

Budget Notes:

For customer connection costs to existing lines not requiring system extensions to be added that would be capitalized. If capital, use Capital Outlay Secondary Line Extension

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

601.60.6000.52651 EQUIPMENT - REPAIR & MAINTENANCE

Account Definition:

Repair and Maintenance of equipment

FY14 Actual: 15,722

FY15 Actual: 913

FY16 Actual: -

FY17 Actual: 11,344

FY18 Budgeted: 16,000

FY18 Projected: 8,000

FY19 Proposed: 8,000

FY19 Approved: 8,000

FY19 Adopted: -

Budget Notes:

Purchase of surplus fiber for repairs and special projects - should be capital projects

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

601.60.6000.53101 BUILDINGS

Account Definition:

Purchase or construction of buildings

FY14 Actual:	-
FY15 Actual:	-
FY16 Actual:	-
FY17 Actual:	-
FY18 Budgeted:	232,000
FY18 Projected:	-
FY19 Proposed:	-
FY19 Approved:	-
FY19 Adopted:	-

Budget Notes:

No buildings in the plan

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

601.60.6000.53301 EQUIPMENT - CAPITAL

Account Definition:

Capital Equipment purchased

FY14 Actual: 14,360

FY15 Actual: -

FY16 Actual: -

FY17 Actual: 302

FY18 Budgeted: -

FY18 Projected: -

FY19 Proposed: 80,000

FY19 Approved: 80,000

FY19 Adopted: -

Budget Notes:

Generator Replacement

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

601.60.6000.53313 PRIMARY SYSTEM

Account Definition:

The cost to build and/or add to the primary backbone for the system

FY14 Actual:	1,516
FY15 Actual:	7,149
FY16 Actual:	2,263
FY17 Actual:	89,581
FY18 Budgeted:	196,000
FY18 Projected:	50,000
FY19 Proposed:	600,000
FY19 Approved:	600,000
FY19 Adopted:	-

Budget Notes:

\$371K St Mary's; \$50K Pon Beta; \$200K East Bisector; \$76K Downtown Bypass; -97K bring appropriation to \$600K

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

601.60.6000.53314 SECONDARY LINE EXTENSION

Account Definition:

The cost to extend from the backbone (primary) system to allow additonal connections

FY14 Actual: 35,038

FY15 Actual: 62,527

FY16 Actual: 20,722

FY17 Actual: 1,074

FY18 Budgeted: 70,000

FY18 Projected: 35,000

FY19 Proposed: 200,000

FY19 Approved: 200,000

FY19 Adopted: -

Budget Notes:

New connects that require a line extension will add value to system and need to be capitalized. As needed - no specific projects identified

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

601.60.6000.53315 POLE MAKE READY

Account Definition:

Cost to make poles ready

FY14 Actual: 2,809

FY15 Actual: -

FY16 Actual: -

FY17 Actual: -

FY18 Budgeted: 5,000

FY18 Projected: -

FY19 Proposed: -

FY19 Approved: -

FY19 Adopted: -

Budget Notes:

Should be part of the Capital project

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

601.60.6000.54306 PRINCIPAL PAYMENT

Account Definition:

Principal on loan

FY14 Actual: 215,597

FY15 Actual: 128,957

FY16 Actual: -

FY17 Actual: -

FY18 Budgeted: -

FY18 Projected: -

FY19 Proposed: -

FY19 Approved: -

FY19 Adopted: -

Budget Notes:

NA

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

601.60.6000.54307 INTEREST

Account Definition:

Interest on loan

FY14 Actual: 13,206

FY15 Actual: 706

FY16 Actual: -

FY17 Actual: -

FY18 Budgeted: -

FY18 Projected: -

FY19 Proposed: -

FY19 Approved: -

FY19 Adopted: -

Budget Notes:

NA

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

601.60.6000.55602 TRANSFER TO QLIFE MAUPIN

Account Definition:

Funding to Maupin Fund to assist with building the system. This is in addition to grants in the Maupin Fund and should be used last. The transfers will only take place when needed and only to the extent needed.

FY14 Actual:	-
FY15 Actual:	-
FY16 Actual:	-
FY17 Actual:	156,655
FY18 Budgeted:	220,000
FY18 Projected:	-
FY19 Proposed:	200,000
FY19 Approved:	200,000
FY19 Adopted:	-

Budget Notes:

Up to \$200K loan to Maupin (602) to cover project; Will not transfer if grants come through instead and the funds are not needed. It is not likely the transfer will be needed or made due to the grant and the low bid recieved for the project being within the funding levels Maupin has awarded.

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

601.60.6000.56001 DISTRIBUTION TO SPONSORS

Account Definition:

A distribution to the sponsors.

FY14 Actual: -

FY15 Actual: -

FY16 Actual: -

FY17 Actual: -

FY18 Budgeted: -

FY18 Projected: -

FY19 Proposed: -

FY19 Approved: -

FY19 Adopted: -

Budget Notes:

No planned distribution in FY19

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

601.60.6000.57601 CONTINGENCY

Account Definition:

Funds set aside and available to be reappropriated by the Board to cover unplanned/unexpected costs

FY14 Actual:	-
FY15 Actual:	-
FY16 Actual:	-
FY17 Actual:	-
FY18 Budgeted:	434,272
FY18 Projected:	-
FY19 Proposed:	390,983
FY19 Approved:	390,983
FY19 Adopted:	-

Budget Notes:

For FY19 this is 21.6% of total resources

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

601.60.6000.58001 RESERVE FOR SYSTEM IMPROVEMENTS

Account Definition:

Funds set aside for system improvements

FY14 Actual:	-
FY15 Actual:	-
FY16 Actual:	-
FY17 Actual:	-
FY18 Budgeted:	464,600
FY18 Projected:	-
FY19 Proposed:	224,666
FY19 Approved:	224,666
FY19 Adopted:	-

Budget Notes:

Board Priority #9: Create a reserve for future expansion, modernization or replacement of systems.

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

601.60.6000.58002 RESERVE FOR EXPANSION

Account Definition:

Funds set aside for expanding the system

FY14 Actual: -

FY15 Actual: -

FY16 Actual: -

FY17 Actual: -

FY18 Budgeted: -

FY18 Projected: -

FY19 Proposed: -

FY19 Approved: -

FY19 Adopted: -

Budget Notes:

No planned reserve in FY18

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

601.60.6000.58003 RESERVE FOR DEBT RETIREMENT

Account Definition:

Funds set aside to retire debt

FY14 Actual: -

FY15 Actual: -

FY16 Actual: -

FY17 Actual: -

FY18 Budgeted: -

FY18 Projected: -

FY19 Proposed: -

FY19 Approved: -

FY19 Adopted: -

Budget Notes:

No planned reserve in FY18

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

601.60.6000.59000 UNAPPROPRIATED

Account Definition:

Funds set aside for use in future fiscal years, not available for spending in the current fiscal year

FY14 Actual:

FY15 Actual:

FY16 Actual:

FY17 Actual: -

FY18 Budgeted: -

FY18 Projected: -

FY19 Proposed: -

FY19 Approved: -

FY19 Adopted: -

Budget Notes:

There is no unappropriated fund balance in the Capital fund.

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

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Account Definition:

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FY14 Actual:

FY15 Actual:

FY16 Actual:

FY17 Actual:

FY18 Budgeted:

FY18 Projected:

FY19 Proposed:

FY19 Approved:

FY19 Adopted:

Budget Notes:

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QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

602.60.6000.400.000 BEGINNING FUND BALANCE

Account Definition:

The projected ending fund balance for the prior fiscal year is set as a resource for the new fiscal year as the ending fund balance is the beginning fund balance of the following fiscal year.

FY14 Actual:	-
FY15 Actual:	-
FY16 Actual:	-
FY17 Actual:	13,620
FY18 Budgeted:	53,116
FY18 Projected:	139,176
FY19 Proposed:	128,434
FY19 Approved:	128,434
FY19 Adopted:	-

Budget Notes:

Projected Ending Balance for FY18. The FY17 Audit showed the ending fund balance to be \$139,176 although only \$53,116 was projected for the FY18 budget. Then in the preliminary steps, the beginning fund balance for FY18 was entered as \$170,275 and projections were made for the FY19 budget based on that. This was incorrect and has been matched to the audited amount. This changes the project for the Beginning Fund Balance for FY19 to the amount shown.

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

602.60.6000.412.674 STATE GRANT

Account Definition:

This is referred to as the Regional Solutions Grant

FY14 Actual:	-
FY15 Actual:	-
FY16 Actual:	-
FY17 Actual:	80,427
FY18 Budgeted:	386,581
FY18 Projected:	167,381
FY19 Proposed:	190,000
FY19 Approved:	190,000
FY19 Adopted:	-

Budget Notes:

The remaining balance available in the SPWF Grant proceeds.

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

602.60.6000.412.700 PRIVATE SECTOR GRANTS

Account Definition:

Grants paid to the organization from the private sector

FY14 Actual:	-
FY15 Actual:	-
FY16 Actual:	87,880
FY17 Actual:	-
FY18 Budgeted:	-
FY18 Projected:	-
FY19 Proposed:	-
FY19 Approved:	-
FY19 Adopted:	-

Budget Notes:

None in FY18

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

602.60.6000.414.306 CITY OF MAUPIN FLOW THROUGH GRANT 1

Account Definition:

The CCO grant Maupin is receiving. This is a flow through grant from the City of Maupin to Qlife

FY14 Actual:	-
FY15 Actual:	-
FY16 Actual:	-
FY17 Actual:	-
FY18 Budgeted:	-
FY18 Projected:	-
FY19 Proposed:	46,000
FY19 Approved:	46,000
FY19 Adopted:	-

Budget Notes:

Maupin receiving a grant and will pass the funds to Qlife - initial grant

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

602.60.6000.414.306 CITY OF MAUPIN FLOW THROUGH GRANT 2

Account Definition:

The State Grant #2 is to Maupin. This is a flow through grant from the City of Maupin to Qlife

FY14 Actual:	-
FY15 Actual:	-
FY16 Actual:	-
FY17 Actual:	-
FY18 Budgeted:	-
FY18 Projected:	-
FY19 Proposed:	500,000
FY19 Approved:	500,000
FY19 Adopted:	-

Budget Notes:

Maupin receiving a grant and will pass the funds to Qlife - received notification of award in March 2018

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

602.60.6000.414.500 UTILITY SERVICE CHARGES

Account Definition:

Monthly Recurring Charges (MRC) billed out to customers

FY14 Actual:	-
FY15 Actual:	-
FY16 Actual:	-
FY17 Actual:	-
FY18 Budgeted:	4,000
FY18 Projected:	-
FY19 Proposed:	-
FY19 Approved:	-
FY19 Adopted:	-

Budget Notes:

In FY18 budgeted Gorge.net revenue here - moved to own line in FY19

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

602.60.6000.414.502 CUSTOMER FEES - MIDDLE MILE

Account Definition:

Fees paid by customer for the Middle Mile

FY14 Actual: -

FY15 Actual: -

FY16 Actual: -

FY17 Actual: -

FY18 Budgeted: -

FY18 Projected: -

FY19 Proposed: -

FY19 Approved: -

FY19 Adopted: -

Budget Notes:

None in FY19

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

602.60.6000.414.503 CUSTOMER FEES - TRANSPORT/COLOCATION

Account Definition:

Fees paid by customer for transportation or colocation

FY14 Actual: -

FY15 Actual: -

FY16 Actual: -

FY17 Actual: -

FY18 Budgeted: -

FY18 Projected: -

FY19 Proposed: -

FY19 Approved: -

FY19 Adopted: -

Budget Notes:

None in FY19

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

602.60.6000.414.504 CITY OF MAUPIN - FRANCHISE FEES

Account Definition:

Franchise fees collected by the City of Maupin then passed to Qlife Maupin Fund to build the system

FY14 Actual:	-
FY15 Actual:	-
FY16 Actual:	-
FY17 Actual:	-
FY18 Budgeted:	-
FY18 Projected:	-
FY19 Proposed:	1,600
FY19 Approved:	1,600
FY19 Adopted:	-

Budget Notes:

Maupin SDC 12@\$500/mth - In FY18 was identified as MISC RECEIPTS;

Revised valuation - conservative estimation of \$1,600 based on \$400/qtr based on information provided by the City of Maupin

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

602.60.6000.414.505 CITY OF MAUPIN - GORGE.NET RECEIPTS

Account Definition:

Gorge.net receipts collected

FY14 Actual: -

FY15 Actual: -

FY16 Actual: -

FY17 Actual: -

FY18 Budgeted: -

FY18 Projected: -

FY19 Proposed: -

FY19 Approved: -

FY19 Adopted: -

Budget Notes:

Gorge.net projected revenue; will not have revenue until connections are made - none at this point

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

602.60.6000.417.104 INTEREST EARNED

Account Definition:

Interest earned on bank balance

FY14 Actual: -

FY15 Actual: -

FY16 Actual: -

FY17 Actual: 25

FY18 Budgeted: -

FY18 Projected: 1,458

FY19 Proposed: -

FY19 Approved: -

FY19 Adopted: -

Budget Notes:

None in FY19

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

602.60.6000.421.241 MISC RECEIPTS

Account Definition:

Receipts that do not match to any of the current revenue lines.

FY14 Actual:	-
FY15 Actual:	-
FY16 Actual:	-
FY17 Actual:	-
FY18 Budgeted:	6,000
FY18 Projected:	-
FY19 Proposed:	-
FY19 Approved:	-
FY19 Adopted:	-

Budget Notes:

In FY18 budgeted franchise fee here - moved to own line in FY19

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

602.60.6000.422.132 E-RATE REIMBURSEMENTS

Account Definition:

This was a flow through account with a matching expense. It is not used anymore as the E-Rate Reimbursement is now handled by a different organization.

FY14 Actual: -

FY15 Actual: -

FY16 Actual: -

FY17 Actual: -

FY18 Budgeted: -

FY18 Projected: -

FY19 Proposed: -

FY19 Approved: -

FY19 Adopted: -

Budget Notes:

None in FY19

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

602.60.6000.450.600 TRANSFER FROM QLIFE OPERATING FUND

Account Definition:

Transfer from the Qlife Operating fund

FY14 Actual: -

FY15 Actual: -

FY16 Actual: -

FY17 Actual: -

FY18 Budgeted: -

FY18 Projected: -

FY19 Proposed: -

FY19 Approved: -

FY19 Adopted: -

Budget Notes:

None in FY19

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

602.60.6000.450.601 TRANSFER FROM QLIFE CAPITAL FUND

Account Definition:

Transfer from the Qlife Capital Fund to complete the project. Only transferred when and if needed. The intent is to spend grant and internal funds first.

FY14 Actual:	-
FY15 Actual:	-
FY16 Actual:	-
FY17 Actual:	156,655
FY18 Budgeted:	220,000
FY18 Projected:	-
FY19 Proposed:	200,000
FY19 Approved:	200,000
FY19 Adopted:	-

Budget Notes:

Only transferred in if needed. Intend to get a grant and use those funds first/instead

Since grant of \$500,000 has been awarded to be used in FY19 and reviewing projected cost to complete, a transfer of up to \$200,000 may be necessary to complete the project. This is a safety margin.

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

602.60.6000.52113 INSURANCE & BONDS

Account Definition:

Insurance and bonds carried by the organization

FY14 Actual:	-
FY15 Actual:	-
FY16 Actual:	-
FY17 Actual:	-
FY18 Budgeted:	1,000
FY18 Projected:	-
FY19 Proposed:	1,000
FY19 Approved:	1,000
FY19 Adopted:	-

Budget Notes:

Keep the budget the same

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

602.60.6000.52398 ADMINISTRATIVE COST

Account Definition:

Allocation paid for administrative costs of the organization. This is paid to the County as the County provides management and administrative support to the organization

FY14 Actual:	-
FY15 Actual:	-
FY16 Actual:	26,678
FY17 Actual:	-
FY18 Budgeted:	14,160
FY18 Projected:	-
FY19 Proposed:	14,160
FY19 Approved:	14,160
FY19 Adopted:	-

Budget Notes:

To be paid to the County for financial services provided to Qlife based on time spent by staff.

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

602.60.6000.52399 **ESD E-RATE PASS THROUGH**

Account Definition:

This was a flow through account with a matching revenue. It is not used anymore as the E-Rate Reimbursement is now handled by a different organization.

FY14 Actual: -

FY15 Actual: -

FY16 Actual: -

FY17 Actual: -

FY18 Budgeted: -

FY18 Projected: -

FY19 Proposed: -

FY19 Approved: -

FY19 Adopted: -

Budget Notes:

NA

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

602.60.6000.52406 CONTR SRVCS - LEGAL COUNSEL CONTR

Account Definition:

Contracted Legal Counsel Services

FY14 Actual:	-
FY15 Actual:	-
FY16 Actual:	-
FY17 Actual:	1,845
FY18 Budgeted:	2,000
FY18 Projected:	648
FY19 Proposed:	2,000
FY19 Approved:	2,000
FY19 Adopted:	-

Budget Notes:

Keep the budget the same

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

602.60.6000.52476 CONTRACTED SVSC - WIFI

Account Definition:

Contracted cost to maintain wireless service. This is covered by grant proceeds for a three year period. FY19 will be the final year covered.

FY14 Actual:	-
FY15 Actual:	-
FY16 Actual:	-
FY17 Actual:	-
FY18 Budgeted:	20,400
FY18 Projected:	11,861
FY19 Proposed:	1,000
FY19 Approved:	1,000
FY19 Adopted:	-

Budget Notes:

Service to meet the requirements of the grant money received. 3 year commitment - this is year two. See reserve for remaining year. In FY19 the expected costs is \$48/mth so should be \$576. Put in at \$1,000 to have margin

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

602.60.6000.52477 CONTRACTED SVSC - ENGINEERING

Account Definition:

Contracted Engineering Services

FY14 Actual:	-
FY15 Actual:	-
FY16 Actual:	-
FY17 Actual:	-
FY18 Budgeted:	-
FY18 Projected:	279
FY19 Proposed:	-
FY19 Approved:	-
FY19 Adopted:	-

Budget Notes:

None in FY19

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

602.60.6000.52480 POLE CONNECTION FEES

Account Definition:

Cost paid to utilize poles already in place.

FY14 Actual:	-
FY15 Actual:	-
FY16 Actual:	-
FY17 Actual:	-
FY18 Budgeted:	1,050
FY18 Projected:	-
FY19 Proposed:	1,050
FY19 Approved:	1,050
FY19 Adopted:	-

Budget Notes:

Keep the budget the same

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

602.60.6000.52482 BROADBAND SUPPORT

Account Definition:

Broadband support in compliance with a three year grant. Final year of grant is FY19. Also, this expense is actually shown in 52476 - Contracted Services - WIFI

FY14 Actual:	-
FY15 Actual:	-
FY16 Actual:	-
FY17 Actual:	-
FY18 Budgeted:	14,352
FY18 Projected:	-
FY19 Proposed:	-
FY19 Approved:	-
FY19 Adopted:	-

Budget Notes:

To meet the requirements of the Wifi grant - 3 yeas this is year one. See reserve for next two. - budgeted in 2 places - this is duplicate so eliminate

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

602.60.6000.52651 EQUIPMENT - REPAIR & MAINTENANCE

Account Definition:

Repair and Maintenance of equipment

FY14 Actual: -

FY15 Actual: -

FY16 Actual: -

FY17 Actual: -

FY18 Budgeted: -

FY18 Projected: -

FY19 Proposed: -

FY19 Approved: -

FY19 Adopted: -

Budget Notes:

None in FY19

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

602.60.6000.52882 UTILITIES - ELECTRICITY

Account Definition:

Cost for electricity

FY14 Actual: -

FY15 Actual: -

FY16 Actual: -

FY17 Actual: -

FY18 Budgeted: -

FY18 Projected: -

FY19 Proposed: -

FY19 Approved: -

FY19 Adopted: -

Budget Notes:

None in FY19

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

602.60.6000.52883 UTILITIES - NATURAL GAS

Account Definition:

Cost for Natural Gas

FY14 Actual: -

FY15 Actual: -

FY16 Actual: -

FY17 Actual: -

FY18 Budgeted: -

FY18 Projected: -

FY19 Proposed: -

FY19 Approved: -

FY19 Adopted: -

Budget Notes:

None in FY19

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

602.60.6000.53101 BUILDINGS

Account Definition:

Purchase or construction of buildings

FY14 Actual: -

FY15 Actual: -

FY16 Actual: -

FY17 Actual: -

FY18 Budgeted: -

FY18 Projected: -

FY19 Proposed: -

FY19 Approved: -

FY19 Adopted: -

Budget Notes:

None in FY19

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

602.60.6000.53301 EQUIPMENT - CAPITAL

Account Definition:

Capital Equipment

FY14 Actual:	-
FY15 Actual:	-
FY16 Actual:	17,097
FY17 Actual:	-
FY18 Budgeted:	-
FY18 Projected:	3,148
FY19 Proposed:	-
FY19 Approved:	-
FY19 Adopted:	-

Budget Notes:

None in FY19

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

602.60.6000.53313 PRIMARY SYSTEM

Account Definition:

The cost to build and/or add to the primary backbone for the system

FY14 Actual:	-
FY15 Actual:	-
FY16 Actual:	30,486
FY17 Actual:	109,707
FY18 Budgeted:	-
FY18 Projected:	163,212
FY19 Proposed:	600,000
FY19 Approved:	600,000
FY19 Adopted:	-

Budget Notes:

Based on lowest bid + \$49K for contingencies on the project that may arise

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

602.60.6000.53314 SECONDARY LINE EXTENSION

Account Definition:

The cost to extend from the backbone (primary) system to allow additonal connections

FY14 Actual:	-
FY15 Actual:	-
FY16 Actual:	-
FY17 Actual:	-
FY18 Budgeted:	573,875
FY18 Projected:	433
FY19 Proposed:	-
FY19 Approved:	-
FY19 Adopted:	-

Budget Notes:

All project should be Primary system as all is included there

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

602.60.6000.53315 POLE MAKE READY

Account Definition:

Cost to make poles ready

FY14 Actual: -

FY15 Actual: -

FY16 Actual: -

FY17 Actual: -

FY18 Budgeted: -

FY18 Projected: -

FY19 Proposed: -

FY19 Approved: -

FY19 Adopted: -

Budget Notes:

None in FY19

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

602.60.6000.54278 CONTRACTED SVSC - CUSTOMER CONNECTIONS

Account Definition:

Contracted Services to connect customers to existing lines when not capital use this line.

FY14 Actual: -

FY15 Actual: -

FY16 Actual: -

FY17 Actual: -

FY18 Budgeted: -

FY18 Projected: -

FY19 Proposed: -

FY19 Approved: -

FY19 Adopted: -

Budget Notes:

None in FY19

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

602.60.6000.54306 PRINCIPAL PAYMENT

Account Definition:

Payments of Principal on debt

FY14 Actual: -

FY15 Actual: -

FY16 Actual: -

FY17 Actual: -

FY18 Budgeted: -

FY18 Projected: -

FY19 Proposed: -

FY19 Approved: -

FY19 Adopted: -

Budget Notes:

NA

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

602.60.6000.54307 INTEREST

Account Definition:

Interest paid on Debt

FY14 Actual: -

FY15 Actual: -

FY16 Actual: -

FY17 Actual: -

FY18 Budgeted: -

FY18 Projected: -

FY19 Proposed: -

FY19 Approved: -

FY19 Adopted: -

Budget Notes:

NA

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

602.60.6000.55601 TRANSFER TO QLIFE CAPITAL

Account Definition:

Transfer to the Capital Fund to reimburse for Transfers in.

FY14 Actual:	-
FY15 Actual:	-
FY16 Actual:	-
FY17 Actual:	-
FY18 Budgeted:	10,000
FY18 Projected:	-
FY19 Proposed:	10,000
FY19 Approved:	10,000
FY19 Adopted:	-

Budget Notes:

Payment to reimburse Capital fund - based on franchise fees expected to be collected.

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

602.60.6000.57602 CONTINGENCY

Account Definition:

Funds set aside and available to be reappropriated by the Board to cover unplanned/unexpected costs

FY14 Actual:	-
FY15 Actual:	-
FY16 Actual:	-
FY17 Actual:	-
FY18 Budgeted:	-
FY18 Projected:	-
FY19 Proposed:	422,664
FY19 Approved:	377,664
FY19 Adopted:	-

Budget Notes:

Balance to here for FY19 - in building phase so use balance as contingency; decreased from original projection due to revised franchise fees and Gorge.net revenue; The budget was originally built thinking the Primary System bids may require up to \$900,000 - but it was determined that \$600,000 will cover the low bid. Increased the contingency to balance the budget and keep available in needed.

During the Budget Committee meeting, it was questioned if the WIFI grant was actually being met and the \$1,000 bugeted for annual upkeep was accurate. To be conservative, the choice was made to decrease the contingency by \$45,000 and put this in the Reserve for WIFI. This puts \$45,000 specifically set aside for future fiscal years to ensure funds are on hand to manage the WIFI project and meet grant requirements.

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

602.60.6000.58004 RESERVE FOR WIFI

Account Definition:

Funds set aside to meet grant requirements to fund WIFI service for 3 years. FY19 is the 3rd year of the requirement

FY14 Actual:	-
FY15 Actual:	-
FY16 Actual:	-
FY17 Actual:	-
FY18 Budgeted:	28,320
FY18 Projected:	-
FY19 Proposed:	14,160
FY19 Approved:	59,160
FY19 Adopted:	-

Budget Notes:

One year support for Wifi - condition of the grant.

During the Budget Committee meeting, it was questioned if the WIFI grant was actually being met and the \$1,000 budgeted for annual upkeep was accurate. To be conservative, the choice was made to decrease the contingency by \$45,000 and put this in the Reserve for WIFI. This puts \$45,000 specifically set aside for future fiscal years to ensure funds are on hand to manage the WIFI project and meet grant requirements.

QUALITY LIFE INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2019 (FY19)

County Account Number County Title

602.60.6000.59000 UNAPPROPRIATED

Account Definition:

Funds set aside for use in future fiscal years, not available for spending in the current fiscal year

FY14 Actual:

FY15 Actual:

FY16 Actual:

FY17 Actual: -

FY18 Budgeted: 4,540

FY18 Projected: -

FY19 Proposed: -

FY19 Approved: -

FY19 Adopted: -

Budget Notes:

Decrease to \$0 due to revised franchise fees and Gorge.net revenue



AGENDA ITEM

Work Session

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