

# Adopted Budget

FY 2019



*Pioneering pathways  
to prosperity.*

# Welcome to 100% LOVE

## *(Living Our Values Everyday)*

Welcome to Wasco County and to our culture. We recognize that each person on the county team has unique skills to contribute to the success of our efforts. We are part of a team that is creating excitement for building a culture where employees, vendors and constituents become partners in building a prosperous Wasco County by living our values everyday (LOVE).

### **What's the story behind 100% LOVE?**

Following a particularly negative interaction with another entity on a project, the County Clerk and the County Administrator were reviewing the meeting and how difficult it had been. For the Clerk, new to the public sector, it was the first project where it became apparent that some citizens don't like county government, no matter how hard we try to help. The Administrator jokingly said, "Welcome to county government. 50% of the people love you, and 50% of the people love to hate you." To which the Clerk replied "Yes, but that's still 100% LOVE!"

That tongue-in-cheek remark, upon further reflection, began to emerge as a concept with much deeper meaning; a way of thinking about all aspects of what we do. We looked for examples of 100% LOVE on which we could build and grow the culture which now permeates our organization and is reflected in our actions, our approach to doing business and our overall being . . . it is the guiding principle for everything at Wasco County.

As individuals we provide the extra effort to make sure those who we are dealing with walk away from the interaction feeling good about the service they have received; we recognize the efforts of others and share examples of 100% LOVE—we tell the story! As a team we make sure our teammates are successful; we pitch in to help; we hire for culture and welcome new employees to that culture. We identify, share and celebrate examples of 100% LOVE—we tell the story! As an organization, we ensure that our system and processes support the culture; we work to cross-train, we support organizational initiatives; we celebrate our successes and unflinchingly examine our failures; we seek out partnerships in the community and promote the County whenever possible.



**AGENDA: BUDGET COMMITTEE FISCAL YEAR 2019**

WEDNESDAY, MAY 16<sup>TH</sup>, 2018

WASCO COUNTY OREGON BUDGET COMMITTEE

COLUMBIA GORGE COMMUNITY COLLEGE BOARD ROOM  
 400 EAST SCENIC DR, BUILDING 1, ROOM 1.162, THE DALLES, OR 97058

**PUBLIC COMMENT:** Individuals wishing to address the Committee 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.

<b>9:00 a.m.</b>	<b>CALL TO ORDER</b>
	Approval of 2018 Minutes
	Elections of Officers
	Public Comment/Discussion
	Budget Message/Budget Presentation – Mike Middleton
<b>12:00 p.m.</b>	Lunch Break
<b>1:00 p.m.</b>	Deliberation and recommendation of the Wasco County Budget for Fiscal Year 2018-2019; approval of the tax rate
	<b>ADJOURN</b> Note: If more time is needed for the deliberation and recommendations of the Budget, the Session will be recessed and continued at 10:30 a.m. on Thursday, May 27 <sup>th</sup> , 2018

Notice of Budget Committee Meeting

A public meeting of the Budget Committee of Wasco County, State of Oregon, to discuss the budget for the Fiscal Year July 1, 2018 to June 30, 2019, will be held at the Columbia Gorge Community College, Large Board Room, located at 400 E Scenic Drive, Building 1, Room 1.162 in The Dalles, Oregon. The meeting will take place on the 16th of May, 2018 at 9:00 a.m. The purpose of the meeting is to receive the budget message and to receive comment from the public on the budget. A copy of the budget document may be inspected or obtained on or after May 3rd at the Wasco County Courthouse, 511 Washington Street, Suite 207, The Dalles, Oregon between the hours of 8:00 am to 12:00 pm and 1:00 pm to 4:30 pm.

This is a public meeting where deliberation of the Budget Committee will take place. Any person may appear at the meeting and discuss the proposed programs with the Budget Committee.

Notice of this meeting is also posted on the Wasco County website: www.co.wasco.or.us.

Mike Middleton, Budget Officer,  
Wasco County  
May 2, 2018  
#8085

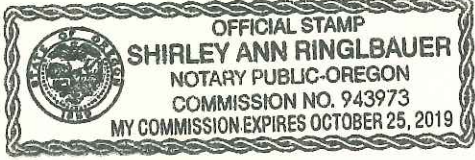
# Affidavit of Publication

STATE OF OREGON, }  
                                  } SS  
County of Wasco

I, Cecilia Fix, being first duly sworn, depose and say that I am the principal clerk of The Dalles Chronicle, a newspaper of general circulation, published in Hood River, Oregon in the aforesaid state and county of Wasco; that I know from my personal knowledge that the **Budget Committee Meeting**, a printed copy of which is hereto annexed, was published in the entire issue of said newspaper once in each of one consecutive weeks in the following issues:  
May 2, 2018

Cecilia Fix

Subscribed and sworn to before me this 9th day of May 2018



Shirley A. Ringbauer  
Notary Public for Oregon  
My commission expires 10-25-19

# Affidavit of Publication

STATE OF OREGON, { SS  
County of Wasco

I, Cecilia Fix, being first duly sworn, depose and say that I am the principal clerk of The Dalles Chronicle, a newspaper of general circulation, published in Hood River, Oregon in the aforesaid state and county of Wasco; that I know from my personal knowledge that the **Budget Hearing**, a printed copy of which is hereto annexed, was published in the entire issue of said newspaper once in each of one consecutive weeks in the following issues:  
June 12, 2018

Subscribed and sworn to before me this 14th day of June 2018

Cecilia Fix

Shirley A. Ringbauer  
Notary Public for Oregon  
My commission expires 10-25-19



FTE	7.0	8.0	8.0
Not Allocated to Organizational Unit or Program			

NOTICE OF BUDGET HEARING

A public meeting of the Wasco County Commission will be held on June 20, 2018 at 9:50 am at the Wasco County Courthouse, 511 Washington Street, Room 302, The Dalles, Oregon. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2018 as approved by the Wasco County Budget Committee. A summary of the budget is presented below. A copy of the budget may be inspected or obtained at Wasco County Finance Department, 511 Washington Street, Room 207, The Dalles, Oregon, between the hours of 8:00 a.m. and 4:30 p.m. or online at <http://www.co.wasco.or.us/>. This budget is for an annual budget period. This budget was prepared on a basis of accounting that is the same as the preceding year.

Contact: Mike Middleton, Finance Director Telephone: (541) 506-2770 Email: [mikem@co.wasco.or.us](mailto:mikem@co.wasco.or.us)

FINANCIAL SUMMARY - RESOURCES			
TOTAL OF ALL FUNDS	Actual Amount	Adopted Budget	Approved Budget
	2016-17	This Year 2017-18	Next Year 2018-19
Beginning Fund Balance/Net Working Capital	26,536,937	25,327,303	27,500,318
Fees, Licenses, Permits, Fines, Assessments & Other Service Charges	3,476,661	3,092,079	3,532,192
Federal, State and all Other Grants, Gifts, Allocations and Donations	6,152,631	11,028,527	12,853,642
Revenue from Bonds and Other Debt	0	1,500,000	1,500,000
Interfund Transfers / Internal Service Reimbursements	4,360,944	5,220,282	3,603,752
All Other Resources Except Current Year Property Taxes	1,278,735	1,142,721	1,079,426
Current Year Property Taxes Estimated to be Received	8,221,882	8,350,000	8,648,636
<b>Total Resources</b>	<b>52,027,790</b>	<b>55,660,912</b>	<b>58,717,966</b>

FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION			
Personnel Services	9,773,450	10,470,928	10,932,186
Materials and Services	7,238,360	8,066,730	9,310,196
Capital Outlay	1,198,112	21,988,952	24,276,337
Debt Service	0	0	3,926
Interfund Transfers	4,360,944	5,220,282	3,603,752
Contingencies	0	2,452,984	3,440,930
Special Payments	425,887	433,685	477,746
Unappropriated Ending Balance and Reserved for Future Expenditure	0	7,027,351	6,672,893
<b>Total Requirements</b>	<b>22,996,753</b>	<b>55,660,912</b>	<b>58,717,966</b>

FINANCIAL SUMMARY - REQUIREMENTS AND FULL-TIME EQUIVALENT EMPLOYEES (FTE) BY ORGANIZATIONAL UNIT OR PROGRAM *			
Name of Organizational Unit or Program	FTE for that unit or program		
ASSESSMENT & TAXATION	720,510	764,985	791,428
FTE	12.2	11.0	10.0
COUNTY CLERK	336,075	340,521	348,625
FTE	4.5	4.5	4.5
SHERIFF	4,191,501	5,494,217	5,877,956
FTE	38.5	42.0	42.0
ADMINISTRATIVE SERVICES	2,438,259	3,003,564	3,850,928
FTE	19.0	20.7	21.7
ADMINISTRATION	5,982,797	20,749,735	23,026,967
FTE	4.0	2.0	2.0
COUNTY FAIR/HUNT PARK	254,180	267,500	267,500
FTE	1.0	1.0	1.0
MUSEUM	74,816	106,229	114,904
FTE			

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 rulation, published in Hood  
 Wasco; that I know from my  
 inted copy of which is hereto  
 newspaper once in each of one

*Michael Fox*

June 2018

*Shirley A. Ringbauer*

ary Public for Oregon  
 y commission expires 10-25-19



## Wasco County Fiscal Year 2019 Budget Message

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

The budget has been prepared to satisfy the legal requirements of Wasco County and the State of Oregon local budget law. The value and purpose of the budget is to provide a financial plan for the next fiscal year, authorize local government spending, justify the property tax levy and is a tool to communicate and inform any interested party.

The primary purpose of this budget is to recognize the cost of service approach to develop and implement a fiscally sound and sustainable plan to accomplish the goals of the county in the next fiscal period and beyond. Additionally, the budget must meet the principal objectives of maintaining a responsive local government, comparatively low taxes and fees, high service levels and a strong financial position. I am confident the Proposed Budget built by the management team of Wasco County meets these purposes.

The budget has increased by \$2.2 million over the prior budget. Considering the reserve funds have grown \$1.9 million, the increased budget across all funds is \$300 thousand.

The Proposed Budget has 24 funds totaling \$58,231,044. Revenues are not changing much as shown in the following charts. While the budget for FY19 is significantly greater than the projected revenues for FY18, this is typical due to the nature of the grants and timing of both expense and reimbursement. Many grants are awarded on a biennial basis so there is carryover from year to year.

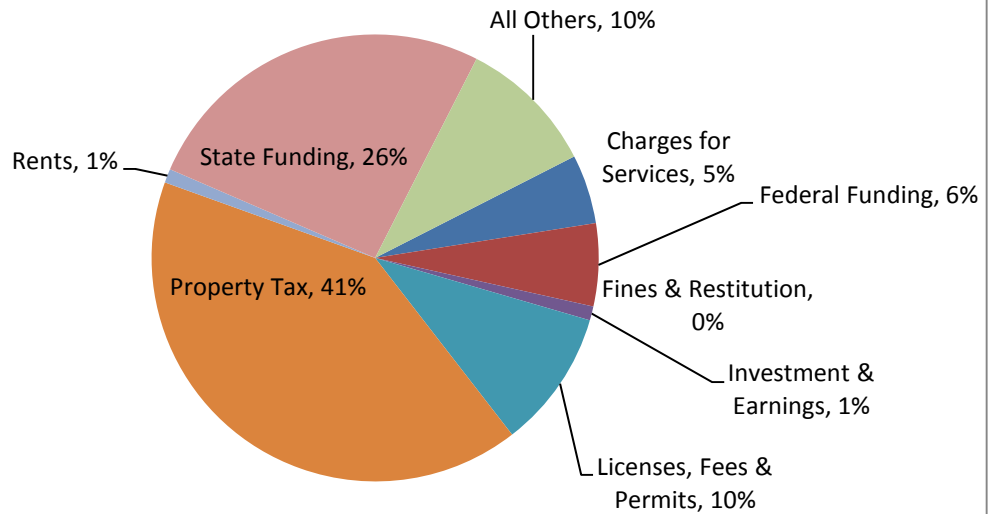
		FY19 Proposed			
Fund	Descripton	FY18 Budget	Budget	Difference	%
101 - GENERAL FUND		19,370,817	21,018,690	1,647,873	9%
<i>The main operating fund for Wasco County</i>					
202 - PUBLIC WORKS FUND		8,267,083	5,569,665	(2,697,418)	-33%
<i>The fund for Road and Weed &amp; Pest control</i>					
203 - COUNTY FAIR FUND		256,349	251,042	(5,307)	-2%
<i>County Fair operating fund</i>					
204 - COUNTY SCHOOL FUND		312,550	302,750	(9,800)	-3%
<i>Tax in lieu payments flow through</i>					
205 - LAND CORNER PRESERVATION FU		75,738	94,438	18,700	25%
<i>Dedicated to locating and remarking of land</i>					
206 - FOREST HEALTH PROGRAM FUND		129,211	279,658	150,447	116%
<i>Federal dollars to fund search and rescue operations on federal lands</i>					
207 - HOUSEHOLD HAZARDOUS WASTE		519,910	640,495	120,585	23%
<i>Fee paid as part of garbage collection bill dedicated to recycling</i>					
208 - SPECIAL ECON DEV PAYMENTS FU		1,306,283	1,570,169	263,886	20%
<i>Revenue committed for economic development</i>					
209 - LAW LIBRARY FUND		159,106	160,104	998	1%
<i>Dedicated revenue from citations that goes to maintain law libraries</i>					
210 - DISTRICT ATTORNEY		18,400	16,141	(2,259)	-12%
<i>Forfeiture dollars and donations to victims of crimes</i>					
211 - MUSEUM		293,540	317,589	24,049	8%
<i>Operations and donations for Wasco County Historical Museum</i>					
219 - WEED & PEST CONTROL FUND		220,495	-	(220,495)	-100%
<i>Former operating fund for weed and pest control - merged with Public Works fund in FY18</i>					
220 - 911 COMMUNICATIONS FUND		1,070,425	1,220,712	150,287	14%
<i>Operations fund for 911 services</i>					
223 - PARKS FUND		262,694	343,898	81,204	31%
<i>Operations fund for Hunt Park</i>					
227 - COMMUNITY CORRECTIONS FUND		2,063,031	3,045,419	982,388	48%
<i>Operations fund for parole and probation services</i>					
229 - COURT FACILITIES SECURITY FUNI		142,071	157,983	15,912	11%
<i>State funded to provide courthouse security</i>					
232 - YOUTH THINK FUND		214,435	222,293	7,858	4%
<i>State funded operations to provide services for children and families</i>					
233 - KRAMER FIELD FUND		33,434	33,851	417	1%
<i>Private donations to upgrade Kramer Field</i>					
237 - CLERK RECORDS FUND		44,802	44,132	(670)	-1%
<i>Funded by recording fees to cover archival costs</i>					
321 - ROAD RESERVE FUND		4,850,437	4,915,617	65,180	1%
<i>Reserve fund for Public Works</i>					



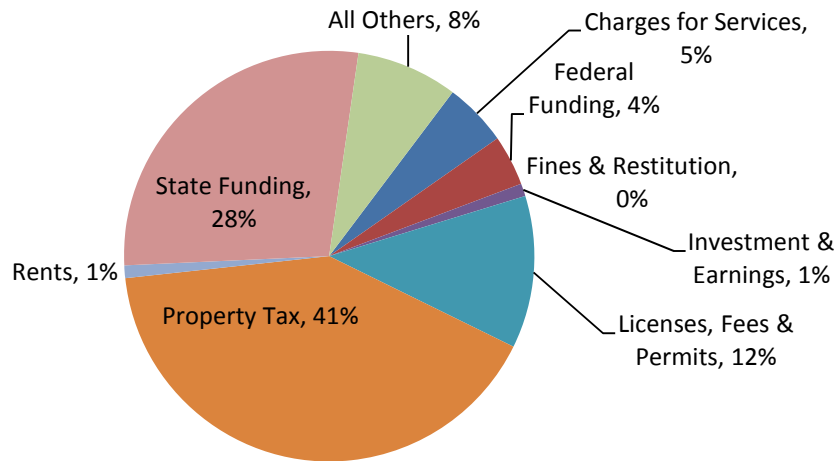
		FY19 Proposed			
Fund	Descripton	FY18 Budget	Budget	Difference	%
322 - CAPITAL ACQUISITIONS FUND		3,709,600	4,011,036	301,436	8%
<i>Main capital fund for Wasco County</i>					
324 - 911 EQUIPMENT RESERVE		303,837	30,051	(273,786)	-90%
<i>Reserve fund for 911 primarily for equipment purchase</i>					
326 - FACILITY CAPITAL RESERVE		3,429,005	4,258,036	829,031	24%
<i>Fund to save for large capital projects</i>					
327 - GENERAL OPERATING RESERVE		3,607,552	4,420,248	812,696	23%
<i>Fund to save for unanticipated revenue shortfalls</i>					
330 - CDBG GRANT FUND		5,365,122	5,307,027	(58,095)	-1%
<i>Capital project fund for Center for Living project with a flow-through grant</i>					
Totals		<u>56,025,927</u>	<u>58,231,044</u>	<u>2,205,117</u>	<u>4%</u>

The overall budget has grown by \$2.2 million or 4%. There is no single cause for this variance, but several factors do combine to provide this result. First, the three main general fund reserve accounts (322, 326, & 327) increased a total of \$1.9 million – this is due to amounts transferred in and the balance growing. The Community Corrections grew by \$982 thousand due to increased funding from the State. The \$2.7 million decrease for the Public Works fund is due to FY18 transferred \$2.0 million to the Road Reserve fund which significantly decreased the fund balance for Public Works. In the General Fund, the beginning fund balance is projected to grow about \$928 thousand due primarily to savings on the expenditure side as several departments are coming in under the budgeted amount. (For instance, Facilities is projected to be almost \$300 thousand under budget due to unspent capital outlay for buildings.)

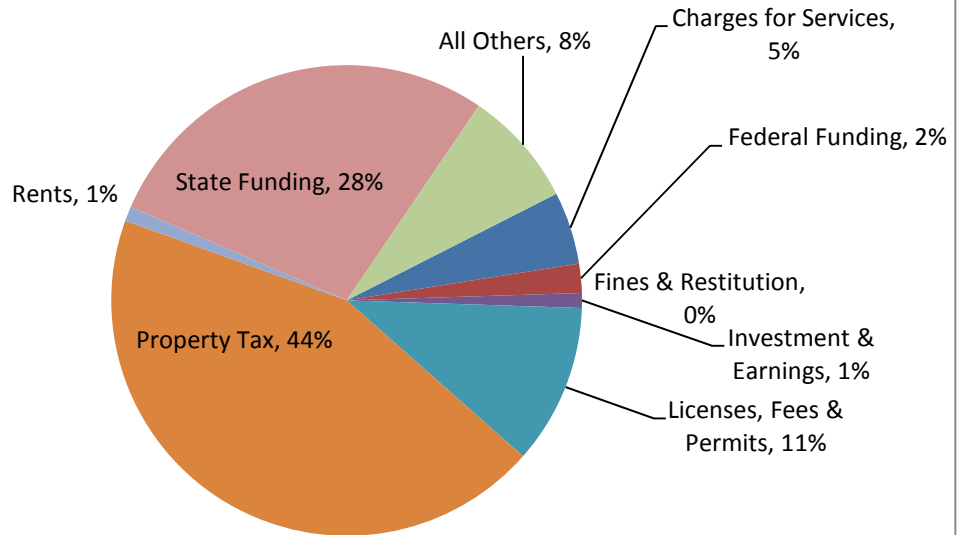
**FY16 OPERATING REVENUE GOVERNMENTWIDE  
- \$20,267,855**



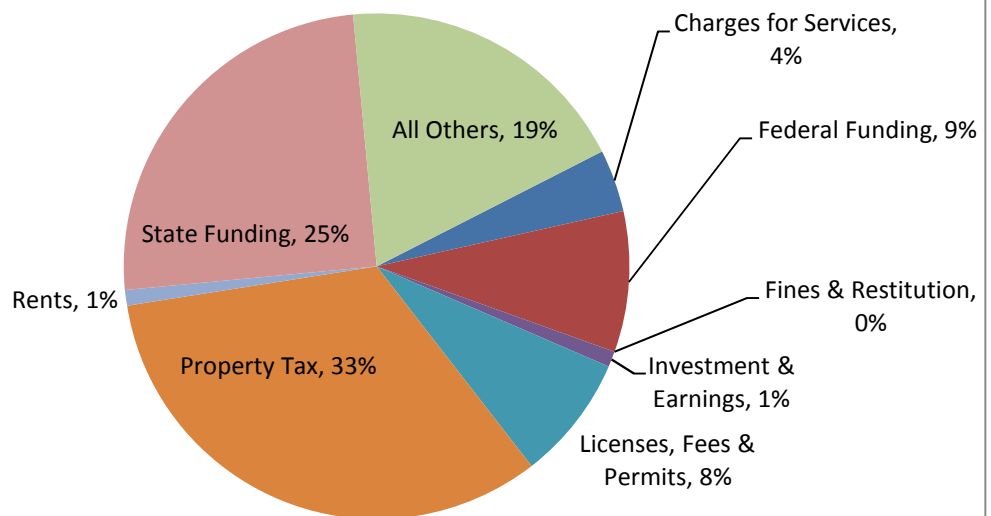
**FY17 OPERATING REVENUE GOVERNMENTWIDE  
- \$21,120,477**

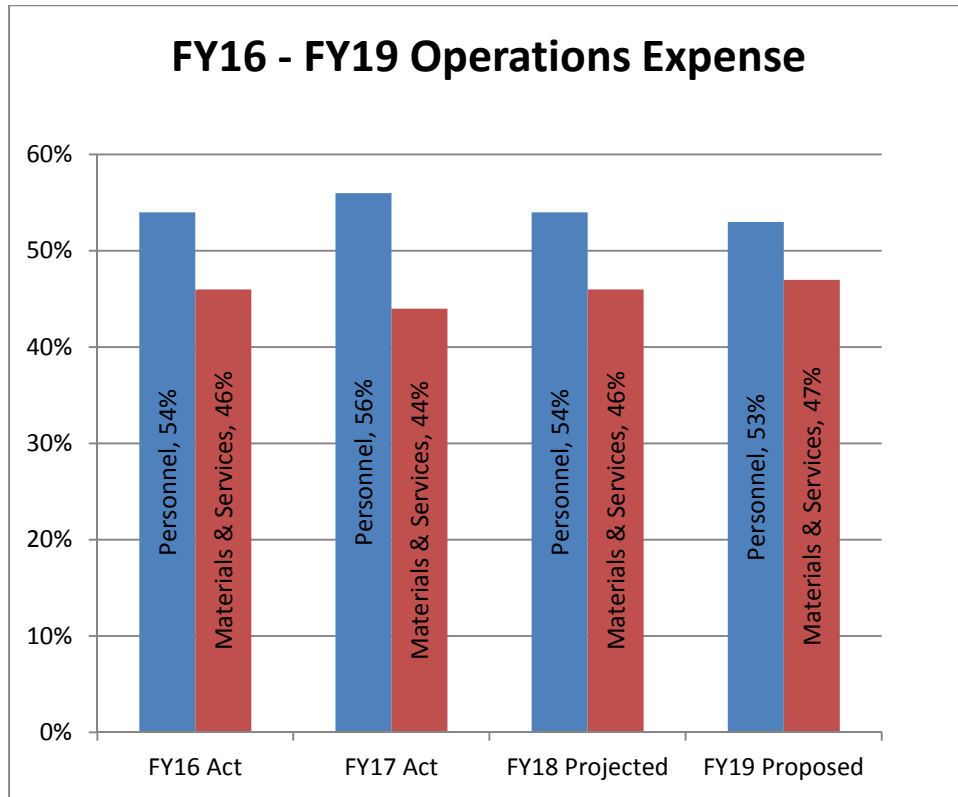


**FY18 PROJECTED OPERATING REVENUE  
GOVERNMENTWIDE - \$19,877,700**

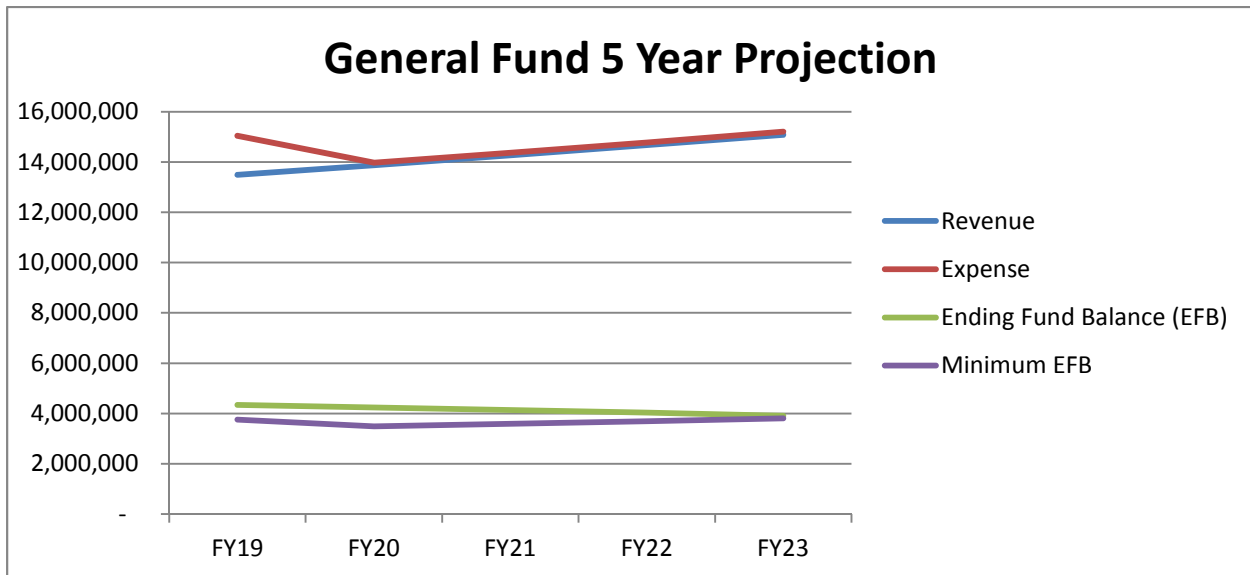


**FY19 PROPOSED OPERATING REVENUE  
GOVERNMENTWIDE - \$27,121,794**





**Financial forecast**



The chart on the preceding page projects the revenue and expense for the General Fund over the next five (5) years. Over this five year period, the ending fund balance decreases \$1.97 million. However this also includes \$2.1 million contributed to the reserve funds each year. The risk is where the expense and revenue are separated by \$122 thousand in FY23. At this point, expenses are projected to be increasing the difference between revenues and expenses. Also at the end of FY23, the ending fund balance is just

over \$100 thousand more than the minimum ending fund balance. Over this five (5) year period, despite the decreasing fund balance, just under \$11 million will be transferred to the reserve funds. By decreasing the amount to reserves, the fund balance can be kept higher. The largest significant driver is personnel costs. Due to the significant underfunding of the PERS program significant increases are forecast every two years. On a percentage basis, the PERS (retirement plan) cost will increase at double digits. The increase for FY20 is 49% of the current cost for standard OPSRP retirement. (This is an increase from 11.52% of wages to 17.20% of wages.) The next driver is insurance costs – the rate of increase has been nearly 10% annually. The salary matrix contains steps every year for a 2.5% wage increase which compounds the PERS increase. Not factored in the projections are matrix evaluations every third year that will increase wages, staff turnover, and any expansions of personnel count.

The single largest expense in the General fund is health insurance at just past \$1 million in the FY19 budget. This is 6.9% of the total appropriation for the General fund. The cost for Norco is actually greater (\$1.3 million) but this is split between adult (\$865 thousand) and juvenile (\$423 thousand). PERS costs round out the top with \$722 thousand or 4.8% of General fund expense.

### **Staff changes**

Administration – An ask-add was recommended by the Budget Team and the Management team to add in-house County Counsel. This is intended to be a net effect of \$0 as this will offset current legal contract costs while providing staff with a dedicated resource.

District Attorney – Last fiscal year, a temporary, part-time position was added as a pilot program to digitize files. The position was authorized for a single fiscal year. That position is recommended to be extended for FY19 and is included in the budget.

Administration – Reclassify the Human Resources Manager as the Human Resources Director. This change is to acknowledge the job duties and responsibilities this position encompasses.

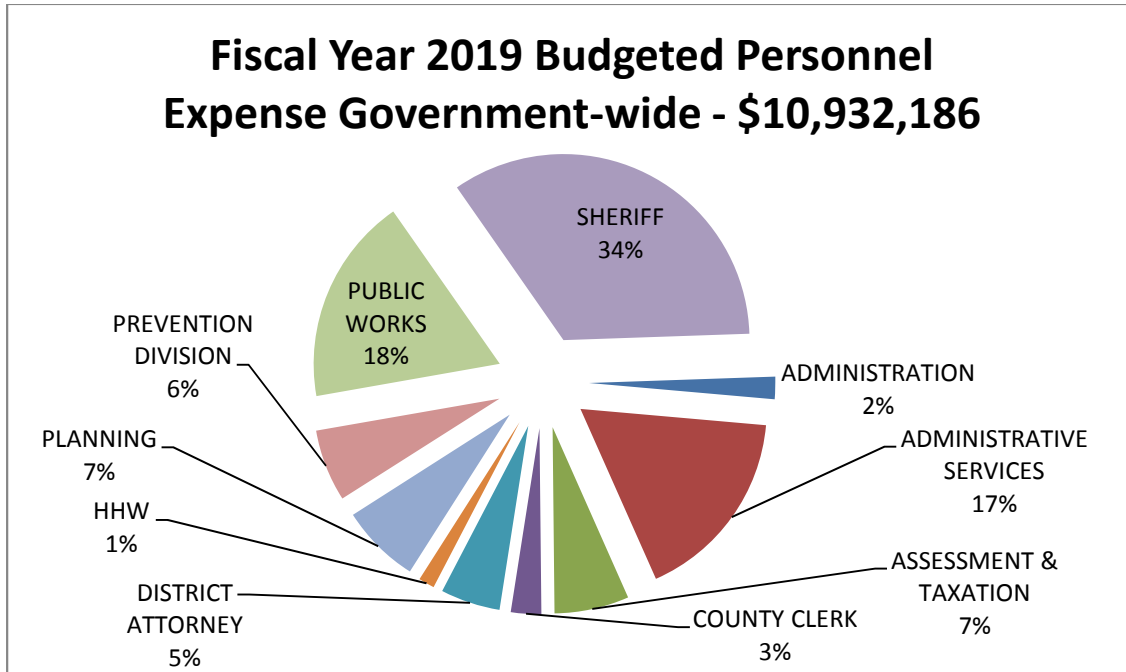
Planning – The Program Assistant position will increase from 0.4 FTE to 0.8 FTE in the Planning Department. The remainder of 0.2 FTE will remain in the Household Hazardous Waste fund for administrative needs.

Household Hazardous Waste – The 0.4 FTE of the Program Assistant that has been moved to Planning will be increased to a full 1.0 FTE to provide additional assistance to implement planned projects. This is based on the recommendation/request from the Tri-County Household Hazardous Waste Steering Committee. This will give HHW a total of 2.2 FTE to accomplish the goals of the dedicated fund.

Elected Officials – The compensation committee met and the recommendation is to set aside 3.5% for increase and to increase up to that amount based on the salary survey/reevaluation of the positions.

Senior Management Team – While not within the scope of the authority of the compensation committee, they were asked to weigh in on setting aside up to 3.5% for increases to senior management positions and to increase up to that amount based on the salary survey/reevaluation of the positions.

This is due to the overlap between elected officials and senior management and the need to treat the team as a whole.



Fund Name	FY18 Budget	FY19 Budget	Change \$	% +/-
GENERAL FUND	6,749,833	7,012,784	262,951	3.9%
PUBLIC WORKS FUND	1,972,165	1,920,597	(51,568)	-2.6%
COUNTY FAIR FUND	21,362	15,097	(6,265)	-29.3%
LAND CORNER PRESERVATION FUND	17,920	16,581	(1,339)	-7.5%
HOUSEHOLD HAZARDOUS WASTE FUND	92,176	152,189	60,013	65.1%
MUSEUM	34,428	39,254	4,826	14.0%
911 COMMUNICATIONS FUND	856,332	865,287	8,955	1.0%
PARKS FUND	26,111	35,230	9,119	34.9%
COMMUNITY CORRECTIONS FUND	727,984	792,121	64,137	8.8%
YOUTH THINK FUND	78,616	83,046	4,430	5.6%
<b>Government-wide Total</b>	<b>10,576,927</b>	<b>10,932,186</b>	<b>355,259</b>	<b>3.4%</b>

## Transfers

The following transfers between funds serve one of two purposes; 1) supporting operations, or 2) supporting reserve commitments.

<b>From Fund</b>	<b>To Fund</b>	<b>Amount</b>	<b>Reason</b>
General Fund	Fair	29,000	Operations - Insurance
General Fund	Museum	17,500	Operations
General Fund	911 Communications	248,918	Operations
General Fund	Capital Acquisition Fund	850,000	Building improvements
General Fund	Facilities Capital Replacement Fund	850,000	Facilities needs
General Fund	General Operating Reserve Fund	850,000	Reserve for operations
911 Communications	911 Equipment Reserve	30,000	Fund future equipment needs
911 Communications	General Operating Reserve Fund	43,333	Repay equipment purchased
Forest Health	General Fund	75,000	Reimburse Search and Rescue
Economic Development	General Fund	200,000	Lottery support of Planning
Economic Development	General Fund	390,000	Economic Development
Economic Development	Museum	5,000	Operations
Facility Capital Reserve	General Fund	15,000	Establish transfer category
Public Works	Road Reserve Fund	1	Establish transfer category

## Capital Outlay

The budget for capital is \$24.4 million, but this includes \$17.6 million in reserves that are budgeted to be available if needed but will not be utilized if no need arises. The CDBG grant is \$5.3 million specific to a grant and the building remodel for \$1 million is set aside as an upper limit to remodel the courthouse. This leaves \$500 thousand planned for normal operations. The list below summarizes the costs by fund.

<b>Fund</b>	<b>Purpose</b>	<b>Amount</b>
General Fund	Building Remodel	1,000,000
General Fund	Four (4) vehicles for fleet	120,000
General Fund	Capital equipment	74,541
General Fund	Replacement computers	75,000
General Fund	Splunk & Two (2) Eden modules	60,720
Public Works Fund	Easements	30,000
Household Hazardous Waste Fund	Capital projects	7,000
Household Hazardous Waste Fund	Vehicle	30,000
Museum	Replacement computers	6,500
Parks Fund	Building & grounds improvements	20,000
CDBG Grant Fund	Grant project - building	5,307,027
Fair Fund	Establish category	1
Land Corner Preservation Fund	Establish category	100
Road Reserve Fund	Reserve	2,915,617
Road Reserve Fund	Reserve	2,000,000
Capital Acquisitions Fund	Reserve	2,011,036
Capital Acquisitions Fund	Reserve	2,000,000
911 Equipment Reserve	Reserve	30,051
Facility Capital Reserve	Reserve	4,243,036
General Operating Reserve	Reserve	4,420,248
<b>Total Capital Outlay</b>		<b><u>24,350,877</u></b>

### Personnel

Personnel costs account for 18.8% of the entire fiscal year 2019 Proposed Budget and 53% of the operations cost for fiscal year 2019.

### PERS

PERS sets rates every two years. The current PERS rates will increase on June 30, 2019. The increases and history is displayed below.

<b>Rate Type</b>	<b>2017-2019</b>	<b>2015-2017</b>	<b>2013-2015</b>	<b>2011-2013</b>	<b>2009-2011</b>
Tier 1&2	19.80%	15.87%	12.64%	12.81%	8.65%
OPSERP - General	11.52%	8.86%	9.80%	9.50%	7.34%
OPSERP - Police & Fire	16.29%	12.97%	12.53%	12.21%	10.05%
Represented	+6%	+6%	+6%	+6%	+6%

The 6% contribution over and above the required percentage is paid by the County for represented employees.

### Insurance

The health insurance increase has been budgeted at 10% and will go into effect January 1<sup>st</sup>, 2019. The budgeted increase for dental insurance is 7% and goes into effect January 1<sup>st</sup>, 2019 also.



## Reserve Funds

Currently, Wasco County has three (3) unrestricted reserve funds and two (2) restricted reserve funds. The difference derives from the source of the revenue used in the funds.

### Facility Capital Reserve - unrestricted

The purpose of this reserve is to save for facility capital improvements or replacements that; due to the inherently high cost of development, cannot normally be achieved in a single budget year. Additionally, this fund can be used for infrastructure improvements, or replacements to enhance efficiency or effectiveness of county operations. Examples of projects may include major building remodels such as the replacement of the Courthouse electrical or plumbing systems, construction of a new building, or purchases of software that make the County more efficient or effective.

### Capital Acquisition - unrestricted

This reserve account is created to allow Wasco County to fund a reserve specifically for capital acquisitions and capital development activities. This fund will be built over time with the goal of having a pool of money available to acquire or develop real property.

### Operating Reserve Fund - unrestricted

This fund was created to offset future operating shortfalls as part of our long term forecasting. For example, the uncertainty of receiving timber dollars and state funding streams impact operating and program decisions. Having a reserve fund to help sustain services will help facilitate change and assist in long term budgeting.

### Road Reserve Fund - restricted

This fund is necessary to help protect the county if a natural disaster destroys any function or component of the county road infrastructure. May also be used to replace or repair major road equipment essential in maintaining the infrastructure and/or be used to continue operations in any of the five districts.

### 911 Equipment Reserve Fund - restricted

This fund was created in anticipation of replacing any equipment related to the operations of the 911 Communications Center.

	<b>FY19</b>	<b>FY18</b>	<b>FY17</b>	<b>FY16</b>	<b>FY15</b>
<b>Unrestricted Reserves</b>					
<b>Facility Capital Reserve</b>	4,258,036	3,429,005	2,734,000	1,082,622	1,026,111
<b>Capital Acquisition</b>	4,011,036	3,709,600	2,802,650	1,335,688	1,228,258
<b>Operating Reserve</b>	4,420,248	3,607,552	2,812,000	1,431,379	1,326,935
<b>Restricted Reserves</b>					
<b>Road Reserve</b>	4,915,617	4,850,437	2,815,000	2,792,094	2,782,550
<b>911 Equipment Reserve</b>	30,051	91,795	240,600	238,018	237,204
<b>Total</b>	<u>17,634,988</u>	<u>15,688,389</u>	<u>11,404,250</u>	<u>6,879,801</u>	<u>6,601,058</u>

All reserve funds are increasing at a steady rate with the exception of the 911 Equipment Reserve Fund. This fund has not been contributed to for several fiscal years. During FY18, it was depleted and actually will be near to \$0 on June 30<sup>th</sup>, 2018. However, the current budget includes funding to this reserve fund for \$30,000. This will be continued every fiscal year from the 911 Communications fund.

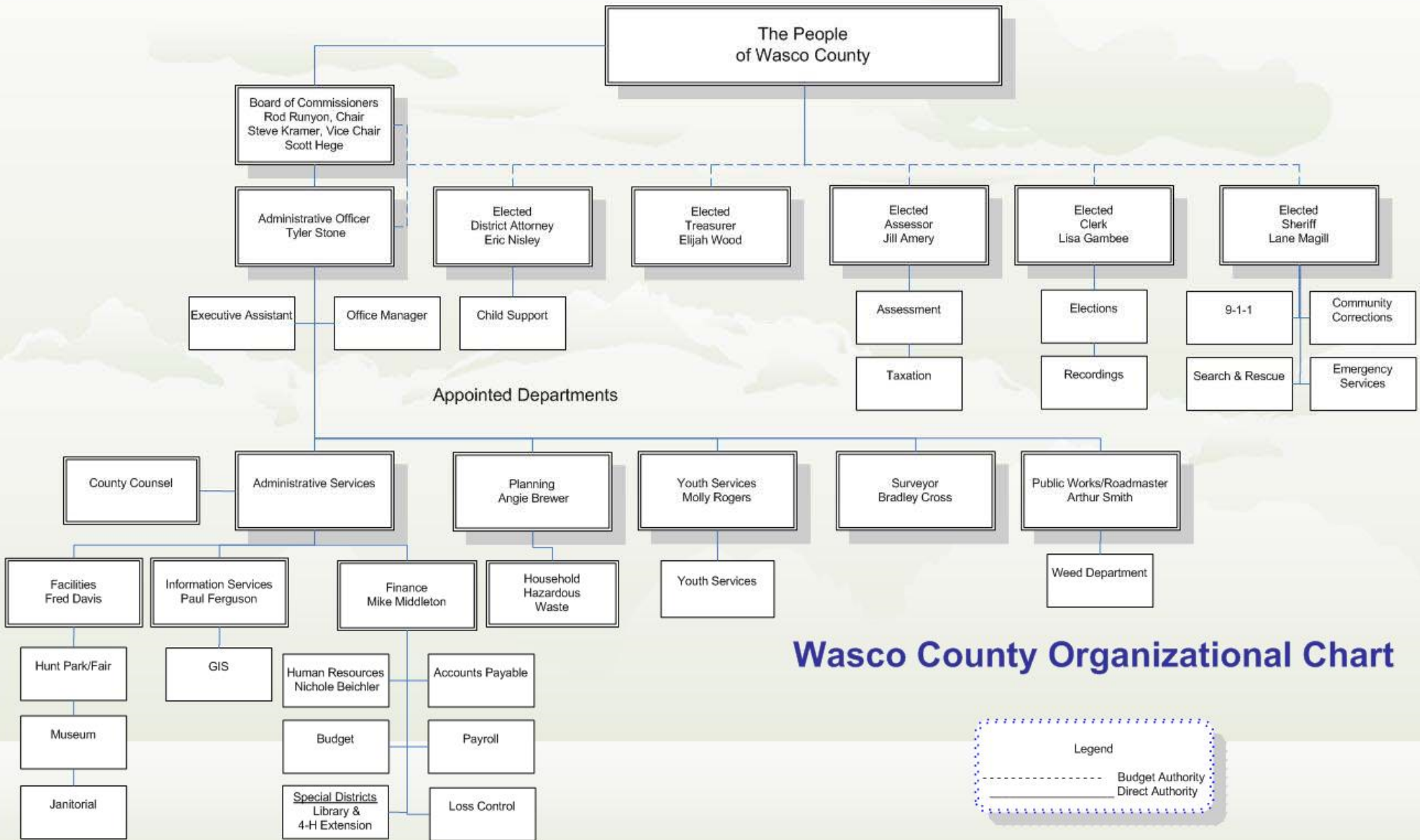
**Contingency and Ending Fund Balance**

The General Fund Contingency assigned amount should be no more than thirty percent of the unassigned fund balance. The current budgeted contingency amount of \$1,455,000 is 30.0% of the budgeted unappropriated (unassigned) amount.

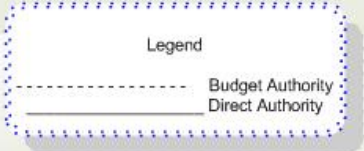
The General Fund unappropriated (unassigned or Ending Fund Balance) must be at least two months of total personnel services and no more than four months of total operating expenses. The current unappropriated amount is within that range at \$4,312,617

## CONTACT LIST

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County Sheriff	Lane Magill	<a href="mailto:lanem@co.wasco.or.us">lanem@co.wasco.or.us</a>	506-2592
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Youth Services	Molly Rogers	<a href="mailto:mollyr@co.wasco.or.us">mollyr@co.wasco.or.us</a>	506-2667



# Wasco County Organizational Chart





## Budget Direction to Departments

There are strong pressures on the Wasco County budget. The property tax revenue is barely keeping pace with the growth in personnel cost. In addition, the State is having budget issues and the priorities of the State Budget may lead to less funds being made available to the County. The average increase in property tax is about \$300 thousand each year. Each year salaries rise by 2.5% due to step increase – this amount is just over \$200 thousand increase each fiscal year. On top of that, every biennium the rates are adjusted for PERS. The retirement fund is underfunded and rates will increase significantly each biennium. Right now, the trend is to increase by \$200 thousand every 2<sup>nd</sup> year. At this point in time, property tax revenue increases and personnel expenses are at a balance point. This will change and hiring additional staff will increase the differential. Additionally, the state is facing budget difficulties and this may lead to funding priority changes by the State. All of these factors must be taken into consideration so the County can have a smooth landing instead of suddenly running into a lack of funds.

Taking this into account, Management has prepared the budget and all Ask-Add items were reviewed with an approach to control expense growth. This is accomplished with the following direction to staff:

- Any new position request must be project based, temporary or part of succession planning.
- Capital purchases should only be made for sustainability purposes and seek to effectively and efficiently serve the tax payers.
  - The capital purchase needs to be fiscally responsible.
- No new services should be added – this is an increase to costs.
- Current services should be evaluated – can the scope be reduced? Is another agency able to provide a service?
- Avoid duplication of services when feasible.
- Focus on a sustainable budget – revenues should be more than expenses.

Based on the approach these points give, the Management Team has reviewed the attached requests and has either recommended or not for each Ask-Add with two exceptions – one where the decision was evenly split and another arrived too late to be reviewed. Where recommended, the Ask-Add is included in the Proposed Budget. When not recommended, it is still present in the list for the review of the Budget Committee. The recommendation of the Compensation Committee is also included.

# Ask-Add Listing

## Recommended

In the budget preparation process, Departments will ask for additions for staffing, capital equipment or to provide new service lines. These comprise the Ask-Add listing. These items are reviewed by the Management Team and either Recommended or Not Recommended. In rare instances, the decision is split – that is the case this year for a single recommendation. Additionally, a late addition came in and will be presented to the Budget Committee without a recommendation either way from the Management Team.

The Recommended Ask-Adds are listed on the following pages. These are included in the Budget.

Summarized by Fund:

Fund	Expense	Revenue
General Fund	\$128,643	\$(15,000)
Household Hazardous Waste	\$31,462	-
Museum	0	\$5,000

## Ask-Add Listing - Recommended

Title	Department	Narrative	Fund	Expense Impact	Revenue Impact
Addition Museum Funding	Museum	<p><b>Purpose:</b> Match the funding from The Dalles</p>	211	-	5,000
		<p><b>Discussion:</b> To maintain the funding level provided last year that did include this \$5,000 as one-time funding. This funding is matched by The Dalles. If not contributed, The Dalles will not contribute either. So the additional \$5,000 is worth \$10,000 to the operation revenues for the Museum</p>	101	-	(5,000)
		<p>The Management team had concerns of this becoming base funding or the expectation of it being base funding. The Management Team would like to see this tied to specifics and this ask not tied to a specific use is a cause for concern. This seems like funding just to keep the doors open.</p>			
		<p><b>Fiscal Impact:</b> As stated, the \$5,000 is matched by The Dalles for a total impact of \$10,000 to the Museum. The \$5,000 from the Special Economic Development Fund distribution to the County General Fund will be decreased which will necessitate a decrease in either contingency or unappropriated fund balance for the General Fund.</p>	208	-	-
		<p><b>Recommendation:</b>            Budget Team - Yes - This is as one-time increase and not an increase in the base.            Management Team - This is as one-time increase and not an increase in the base.</p>			

## Ask-Add Listing - Recommended

Title	Department	Narrative	Fund	Expense Impact	Revenue Impact
Digitizing	District Attorney	<p><b>Purpose:</b> Continue with the temporary position scanning documents</p>	101	8,000	-

**Discussion:** This is to eliminate paper just being stored by creating electronic files. It will enable faster research to find a file and utilize less space. Additionally, the employee is through a local organization helping to place individuals with disabilities. For this reason, the local organization will purchase the scanning equipment needed to do the job. The process is continuing and the DA's office wants to continue scanning documents and believes this to be a successful pilot.

The Budget Team noted the District Attorney's Office has years of records so what is the projected end date? If there is no end date this is effectively a permanent position. An end date needs to be established.

The Management Team is supportive but wondered how temporary is this position really? The current employee has worked about 207 hours in the last year and managed to complete one year. There are 15 years of records. A similar project was done in Youth Services without adding staff by making the project a performance award. Information Services feels good about the project. The overall feeling was to continue for a year but for the County as an entity to review and come up with a county-wide plan.

**Fiscal Impact:** Since only the wages are paid and not the equipment to do the task, that saves funds. The planned expense is \$8,000

**Recommendation:**

Budget Team - Yes - however, the Budget Team feels an end date for the project needs to be established

Management Team - Yes - however, the Management Team believes a project for county-wide digitizing needs to be addressed but is beyond this Ask-Add for FY19



## Ask-Add Listing - Recommended

Title	Department	Narrative	Fund	Expense Impact	Revenue Impact
ORMS Software License	Information Systems	<p><b>Purpose:</b> Pay for the ORMS software license</p>	101	5,500	-
		<p><b>Discussion:</b> The IS Department will need to pay for the license for the Oregon Records Management Software (ORMS). This software is to have a digital records management software and complies with Oregon records statutes.</p> <p>Budget Team noted there is not really a choice or option. The cost would be offset by not spending on the microfiche process going forward.</p> <p>The Management Team noted without the tracking software, there ends up being records stored that should be destroyed as they are well past their expiration, so the County is expending resources to store records that should have already been destroyed. The cost of microfilming has tripled in the last few years and is expected to continue increasing.</p> <p>At Management Team review, the expectation is this is less than the cost for microfilm so will result in a net savings.</p>	101	(5,500)	-
		<p><b>Fiscal Impact:</b> The software license will be an ongoing cost for Computer Support; Assessing typically budgets \$2,000 for Microfische and the Clerk budgets \$1,000; Other expenses for microfilm/microfische are burried in the contracted services of funds - such as the Surveyor. This will replace those costs after the system is implemented.</p>			
		<p><b>Recommendation:</b></p> <p>Budget Team - Yes - it is covered by the current microfiche costs and should result in a net decrease in cost</p> <p>Management Team - Yes - it is covered by the current microfiche costs and should result in a net decrease in cost</p>			

## Ask-Add Listing - Recommended

Title	Department	Narrative	Fund	Expense Impact	Revenue Impact
Splunk Software	Informations Systems	<p><b>Purpose:</b> Purchase Splunk Software to comply with the CJIS compliance</p>	101	31,750	-

**Discussion:** The software is need to comply with the CJIS standards for the Sheriff's Office. The software is for unstructured data aggregation and log monitoring. The Budget Team wanted to know if there were options to this software, where is this required and are there other ways to meet the requirements? The Budget Team did not see this as absolutely necessary and \$31,750 for software to track logs seems steep. Additionally, the Budget Team wanted to know what the ongoing maintenance costs would be. The software purchase is \$11,000 and \$10,000 for the implimentation costs with \$10,750 to covered education and possibly more data. This is set at the minimum of 10 Gigs per day. If the level is higher, the costs is higher. Ongoing costs at 10 gig/day is \$10,000 annually.

Management Team review: CJIS is a part of the reason, but not all. A large part of the value is bringing unstructured data together. The tracking of logs would show which servers a user was on. This is critical in security for when malware hits the system. This happened a couple years ago and the process to track it down was to look at all the server logs one by one. Malware includes "ransomeware" which just hit Atlanta in March and brought the city to its knees. It still is not right almost a month later. Additionally this would show large movements of data and password failures. These are both critical elements of system security.

The question was asked, "Is there a cheaper option?" and "What is the cost of noncompliance with CJIS?". No significantly cheaper software and noncompliance can result in a removal of access to CJIS information. This would cause extreme difficulty for the Sheriff's Office. CJIS audits happen every three (3) years. There is comparable software, but the price is similar and the IS Director states Splunk is the superior software.

**Fiscal Impact:** The cost of the software is \$31,750 and has no offsetting revenue and an ongoing annual license and support for \$10,000 annually.

**Recommendation:**

Budget Team - No - until shown if this is absolutely necessary  
 Management Team - Yes mostly. Would prefer a plan in place to address the concerns

## Ask-Add Listing - Recommended

Title	Department	Narrative	Fund	Expense Impact	Revenue Impact
Solid Waste Specialist to 1.0 FTE	HHW/ Planning	<p><b>Purpose:</b> Increase Solid Waste Specialist to 1.0 FTE from .6 FTE; retain current incumbent at 0.2 FTE with 0.8 FTE going to Planning in General Fund (up from 0.4 FTE)</p> <p><b>Discussion:</b> The HHW needs additional staff time to meet the goals of the fund but still needs some administrative support. The current incumbent has a strong focus on the administrative skills. The Planning Department has a planned retirement coming in FY20 and the intention is to utilize this position for succession planning.</p> <p>The Budget Team is felt the increase in staffing for the Planning Department is a hard sell due to prior staffing up of the department. The increase of 0.6FTE for HHW does makes sense, can be afforded by the fund and is supported by the oversight board.</p> <p>After the Budget Team meeting, Planning clarified with the Finance Director the 0.4 FTE increase in Planning would be a project based position for digitizing/archival/indexing of records. This position would have an end date of 3/31/2020.</p> <p>The Management Team Review: The position is a long time to use for succession planning, but the project approach does make sense. Even if the project will be not be the primary focus of the job. The cost however is covered by the extra revenue that will be generated in the curren fiscal year. Already Permit revenue has exceeded teh budget by \$25K and will be over \$50K above based on trending. With several large permits the Planning Director knows are coming, it should actually be over \$100K additional revenue. This excess over budgeted revenue can be used to justify the temporary position.</p> <p>The intent is to cut the full FTE a the point of the retirement. This would be a decrease at that time of 0.8 FTE for Planning and 0.2 FTE for HHW. This is to assist in addressing the retirement of long term staff members.</p> <p><b>Fiscal Impact:</b> an additional 0.6 FTE in HHW (\$31,462) and and additional 0.4 FTE in Planning (General Fund \$22,974); After succession the Planning Department will decrease by 0.8 FTE.</p> <p><b>Recommendation:</b>            Budget Team - No - not as written. The Budget Team is supportive of increasing the FTE count in the HHW by 0.6 FTE, but is not supportive of increasing the Planning FTE.            Management Team - Yes, with the changes added - the position is succesion planning project focused. The full FTE will end with the retirment and succession plan completion.</p>	207	31,462	-
			101	22,974	-

## Ask-Add Listing - Recommended

Title	Department	Narrative	Fund	Expense Impact	Revenue Impact
County Counsel	Admin	<p><b>Purpose:</b> Hire an attorney to have dedicated legal assistance in house</p> <p><b>Discussion:</b> The County does not have inhouse legal counsel and has been using external counsel on a contract basis. The cost for legal assistance for the last several calendar years has been:</p> <p>2015 - \$189,614            2016 - \$134,551            2017 - \$173,738            2018 - \$19,252 (only 2 months so far)</p> <p>This averages \$13,610 per month or \$163,312 annually. The hiring of an internal County Counsel would significantly reduce this cost and provide better service to departments. Due to limitations on time and priorities of the contracted firm, legal review is a bottleneck for processes. The desire is to have an attorney on staff that has County needs as the number one priority. Management feels a need for more direct access for addressing daily issues that are either ignored or a premium is paid to address. There would still be the need to have a contract with a firm to provide a backstop for the position and there would still be a need to contract out for special purpose attorneys for specialized legal skills - i.e. Collective Bargaining.</p> <p>Management Team Review: Do we have options and can we piggy back off similar work other agencies have done? Wasco does do this already.</p> <p>Can a Deputy DA be used instead? Criminal vs Civil law so not the same. Also, it is not apparent the Deputy DA could absorb a full time position in addition to the current job duties. The Deputy DA also are supervised by the DA who is a State employee. The State and the County do not always take the same side on issues so it could be a conflict.</p> <p>Concern was expressed at not supporting due to uncertainty. Further, how will the response be to requesting Staff for the Attorney at a later date? Where will the position reside budgetarily? (Admin). Some would like to see more analysis. The intent would be to reduce the spending on Legal for FY19 forward. This should be done.</p> <p><b>Fiscal Impact:</b> \$135,000 with benefits included; and additional contract with Timmons as a backstop for \$40,000 would be needed; The amount budgeted for legal counsel is \$175,000 and this would offset that requirement.</p> <p><b>Recommendation:</b>            Budget Team - Yes            Management Team - Yes with some reservations</p>	101	175,000	-
			101	(175,000)	-

## Ask-Add Listing - Recommended

Title	Department	Narrative	Fund	Expense Impact	Revenue Impact
HR Director	Admin	<p><b>Purpose:</b> Increase the authority level of the Human Resources Manager to Director</p> <p><b>Discussion:</b> Currently, the HR Manager answers to the Finance Director. This has been due to the strong connection between HR and Payroll so it has been working. However, the HR Manager has a very strong skill set and functions at the Director level although the position does not have the name or compensation. The current HR Manager has consistently been performing at a Director level. This includes regular member of the Management Senior Management Team, Succession Planning, Change Management, Culture Ambassador, Strategic Planning, Labor Relations, and Community Outreach. The position has moved from just processing requests to proactive planning with judgement respected by other Directors. In essence, the Human Resources Manager has been operating as a Human Resources Director from the very beginning. Professional interactions with Directors, Commissioners, staff and citizens have been brought to a higher level with the understanding that culture and strategy are at the forefront of every conversation. By implementing the position of Human Resources Director, this impact will continue to benefit interactions with partner-agencies, colleagues, citizens, potential employees on many levels; recruiting, retention, training, organizational development and culture. Decision making capabilities and collaborative partnership and relationship building will carry far greater weight and status with the inception of a Human Resources Director position. Management Team were in agreement with this step. The position would be reporting to the County Administrator.</p> <p><b>Fiscal Impact:</b> \$16,000 with benefits; assuming move from current M1 for HR Manager to M4</p> <p><b>Recommendation:</b>            Budget Team - Yes            Management Team - Yes</p>	101	16,000	-

## Ask-Add Listing - Recommended

Title	Department	Narrative	Fund	Expense Impact	Revenue Impact
Eden Contract and Asset Modules	Finance	<p><b>Purpose:</b> Purchase and implement Eden Modules for Contracts and Asset Management</p>	101	28,970	-

**Discussion:** Although the long term plan is to move away from Eden in the future, these two modules are additional functionality that will improve the strength of the system overall. This is a weak area for the Finance tracking system. Currently, contracts are difficult to find, there is no overall system to let the correct people - or anyone really - know when a contract is coming due. The tracking of Assets has similar issues and is currently done in Excel. It is always more difficult to add a new module at implementation when there is no system data to convert. The cost does include implementation costs of having Tyler Technologies implement with us and also includes a \$3,300 discount on the license purchase.

Contract Management - Software + Implementation = \$7,500 + \$6,400 = \$13,900; Fixed Assets - Software + Implementation = \$9,000 + \$6,400 = \$15,400; Discount = \$3,300. Eventually, Wasco County will be upgrading. The most likely result will be to move to Tyler Technologies' flagship software - Munis. Modules purchased for Eden will not need to be repurchased to upgrade. All that will need to be paid is the implementation costs. This is due to the vendor's "Evergreen" philosophy.

Any new modules not already purchased would need to be bought and at a higher rate. Any already owned will not need to be purchased again. Finance states this will be able to be handled with current staffing levels.

Management Team Review: Would this force a decision to use Tyler Technologies software when eventually upgraded? No - not more than already by the pricing structure. The need is now for these modules and it is not an optimal time to upgrade from Eden right now. This is a good step towards improving the financial software for the county.

**Fiscal Impact:** \$26,000 to purchase and \$2,970 more to the annual maintenance cost.

**Recommendation:**

Budget Team - Yes

Management Team - Yes

## Ask-Add Listing - Recommended

Title	Department	Narrative	Fund	Expense Impact	Revenue Impact
MCEDD	Commissioner	<p><b>Purpose:</b> Increase funding to MCEDD out of Economic Development on a one time basis.</p> <p><b>Discussion:</b> The purpose of the Economic Development fund and the service provided by MCEDD are very compatible. It is a continuation of a one time award that is awarded out of available funds entirely at the discretion of the county and does not indicate an increase in base level funding.</p> <p>Management Team Review: MCEDD is providing assistance to other organizations in the County to search for grant opportunities and providing professional support on projects. The concern was raised if this is duplicating the work of some departments.</p> <p>The Team would like to have MCEDD provide a list of additional projects to be done with these funds are at least specify what is being done for taxpayer with the funds. MCEDD does provide a report of what has been accomplished just to keep it visible. They have been very active in assisting jurisdictions in Wasco County.</p> <p><b>Fiscal Impact:</b> This is a request for \$5,000 additional dollars out of the Special Economic Development Fund. These funds would have been transferred to the General Fund so this is a decrease in Revenue for the General Fund.</p> <p><b>Recommendation:</b>            Budget Team - Yes            Management Team - Yes - with a report in the fiscal year on how the funds are being spent</p>	208	-	-
			101	-	(5,000)

## Ask-Add Listing - Recommended

Title	Department	Narrative	Fund	Expense Impact	Revenue Impact
Public Health	Commissioner /Public Health	<b>Purpose:</b> Funding base increase for Public Health	101	7,949	-

**Discussion:** The purpose of the increase in the base budget is to set an amount NCPHD use as a sustainable base and grow at the 3% tax rate forward.

"The goal of this year's NCPHD Budget is to request contributions from member counties that will set a contribution level that will create forward sustainability to match member counties tax revenue increases of approximately 3% per year. It is the intention of NCPHD to maintain future annual budget contribution requests at an approximate 3% annual increase level with very limited exceptions. NCPHD will manage and maintain its budget within these boundaries and provide services with these resources. This year's request will allow for predictable future contribution levels for member counties as well as predictable resources for NCPHD." This increase is 13.0% over last year's contribution. The point of contention has been in FY16 the contribution to NCPHD was cut by 16.5% (\$62,222). The current budget amount which is a 3% increase over last fiscal year is \$367,051 - still short of the FY15 funding level. If NCPHD funding had grown at 3% each fiscal years since the FY15 contribution level, it would be \$423,441 in FY19.

It is also relevant to note Wasco County provides in-kind support to the NCPHD. The total in-kind support is \$349,057 based on:  
 Payroll Support (8 hours/month) - \$2,993  
 Facilities (based on square footage) \$192,703  
 IS (allocated on computer count) \$153.361  
 The Budget Team is not in favor of revisiting the past to "make up" for reductions in prior fiscal years - many departments have the same difficulty in their history. While the NCPHD believes the organization should be allowed to grow as a department, Steve has noted NCPHD does not send reports to the BOCC. This results in a lack of transparency and the County does not know what services NCPHD is providing or metrics to measure the progress and value received.

Public Health - Commissioner  
Continued /Public Health -  
Continued

NCPHD is proposing a funding formula where by Wasco County covers 62% of the funding needed from parters and Gilliam & Sherman Counties cover the other 38%. This ignores the in-kind contribution of \$349,057. When this is included the actual funding ratio is 75% to Wasco County and 25% to Gilliam & Sherman Counties.



## Ask-Add Listing - Recommended

Title	Department	Narrative	Fund	Expense Impact	Revenue Impact
		<p>Management Team Review: Scott discussed the challenges of the partnership with NCPHD and how he applies the same rigor to reviewing the NCPHD budget that Wasco County does with our internal processes. In responding to the point from the Budget Team about not providing information it was determined the BOCC has not made a request for the reports in two years but there was an expectation to receive the reports. Scott also made the point Wasco County accounts for 86% of the population while the other counties make up the other 14% so the 62% (or 75% with in-kind contribution) is not out of line. He has taken role of Chair on the NCPHD Board specifically to represent Wasco County and make sure the organization is responsible, reasonable and accountable in the budgeting process.</p> <p>Some members of the Management Team thought the potential to remove some of the conflict in the relationship and have a set path forward with the 3% future increases is worth the cost. However, not all participants shared this valuation.</p> <p>There is a difficulty for support due to comparability to other partner organizations. There is no increase to Norcor and some management are not comfortable with a guaranteed 3% increase going forward. The NCPHD refers to themselves as Public Safety, well, so is Norcor with no increase and the Sheriff's Office that actually decreased the budget this year.</p> <p>Support of the increase from some management is contingent upon the strength of the 3% going forward. One individual specified support if there is a written MOU setting the expectation and including an exemption for when/if revenues contract or do not grow at 3% and the requirement for the NCPHD management to update the BOCC by presenting a report either monthly or quarterly.</p> <p><b>Fiscal Impact:</b> \$47,839 if Fully approved. As approved by the Management Team the fiscal impact is \$7,949. The Team was evenly split on funding above that level.</p>			
Public Health - Commissioner Continued	Commissioner /Public Health - Continued	<p><b>Recommendation:</b>            Budget Team - Budget Team split. Steve prefers to hold to the 3% increase in the budget already and no additional growth, Tyler favors increasing to \$375,000 to specifically take advantage of the additional grant match NCPHD identified (the base 3% increase and \$7,949 to use towards the grant match - partners should cover the remaining match.)            Management Team - Evenly split between \$375,000 (an increase of \$7,949) or the full ask-add increase of \$47,839 (raising the contribution to \$414,890).</p>			

## Ask-Add Listing - Recommended

Title	Department	Narrative	Fund	Expense Impact	Revenue Impact
Sergeant & Chief Deputy	Sheriff	<b>Purpose:</b> Increase benefits for Sergeants and Chief Deputy so promotion is not a net decrease in pay	101	13,000	-

**Discussion:** The Sheriff's Office maintains 17 sworn positions including the Sheriff. Due to differences in the benefit packages between represented and unrepresented staff, a promotion can mean a reduction in net pay. Vacation is lower, the PERS 6% is now paid by the employee and the insurance cost split moves from 15%/85% to 25%/75%. The Sheriff is requesting to increase the insurance employer share for the Sergeants and the Chief Deputy to be identical to the represented staff benefit plan (15% Employee/ 85% Employee).  
 For FY19, the projected cost to change the benefits for the four (4) Sergeants and Chief Deputy are:  
 Insurance to 85% - \$10,115 - although this may change the choice for 2 of the individuals for upto about \$2,400 more

The Sheriff was emphatic the increase benefit proposed is for the Command Staff and does not include the Sheriff.  
 The Management Team felt this is would best be addressed by having HR Answers review the information.  
 The Sheriff stated this had been reviewed by HR Answers over 3 years ago with no result.  
 The Management Team felt this could be directed to be a priority to HR Answers. The compensation review process needs to be followed. The difficulties this causes with succession planning is understood. Basically, a Deputy can effectively take a cut in pay to be promoted to Sergeant. If made a priority, HR Answers should have a review back in about a month or two.  
**Fiscal Impact:** \$13,000

**Recommendation:**  
 Budget Team - No - this needs to comply with the compensation plan. Recommend holding the position open until the positions can be evaluated.  
 Management Team - Maybe - Increase the Payroll Issues account by \$13,000 and have HR Answers review. This will have the funding available if the process determines it is needed.

## Ask-Add Listing - Recommended

Title	Department	Narrative	Fund	Expense Impact	Revenue Impact
Park District	Commissioner	<p><b>Purpose:</b> Provide seed money for the Park District</p> <p><b>Discussion:</b> The Park District has plans to explore user fees to have a stable income source. In the mean time, they are applying for grants to get work done on boat ramps. The request is to fund \$5,000 out of the county's share of Economic Developemnt funds to use as seed money. In the Budget Team discussion it was brought up some seed money had already been provided. However, the feeling is this is a group that has been formed by volunteers and is addressing an issue so the County is not face with it. The suggestion is to provide the funds through MCEDD to the Park District in either a cash grants or staff time or a combination. The funds should be used to establish a sustainable revenue source such as pay stations to launch boats.</p> <p>Management Team Review: It was expressed the money to MCEDD instead of directly to the South Wasco Park District is ok, but the District would probably prefer the funds directly. This was asked for to give the District accesst to professional technical support staff for help with training and as a gesture to assist in getting over the hump towards being self supporting. While all support the Ask-Add, there is some disagreement as to which choice is more useful for the District - direct cash or MCEDD assistance. Spelling out specifically to MCEDD this is to be translated into hours of service seemed to address most of the concern about the flow of the funds.</p> <p><b>Fiscal Impact:</b> \$5,000 would go to the Park District from the Special Economic Develop Fund instead of to the General Fund</p> <p><b>Recommendation:</b>            Budget Team - Yes, the idea to run the funds through MCEDD is favored as this will ensure there is some experienced oversight.            Management Team - Yes - with the funding to run through MCEDD for technical support and grant writing assistance</p>	208	-	-
			101	-	(5,000)

# Ask-Add Listing

## Split

In the budget preparation process, Departments will ask for additions for staffing, capital equipment or to provide new service lines. These comprise the Ask-Add listing. These items are reviewed by the Management Team and either Recommended or Not Recommended. In rare instances, the decision is split – that is the case this year for a single recommendation. Additionally, a late addition came in and will be presented to the Budget Committee without a recommendation either way from the Management Team.

The Split Ask-Add is listed on the following pages. Note – the split is on the additional funding of \$39,890 to bring the total base increase up to \$47,839. The first portion of \$7,949 was recommended by the Management Team. The split portion is not included in the Budget.

Summarized by Fund:

Fund	Expense	Revenue
General Fund	\$39,890	-

## Ask-Add Listing - Split

Title	Department	Narrative	Fund	Expense Impact	Revenue Impact
Public Health	Commissioner /Public Health	Purpose: Funding base increase for Public Health	101	39,890	-

**Discussion:** The purpose of the increase in the base budget is to set an amount NCPHD use as a sustainable base and grow at the 3% tax rate forward.

"The goal of this year's NCPHD Budget is to request contributions from member counties that will set a contribution level that will create forward sustainability to match member counties tax revenue increases of approximately 3% per year. It is the intention of NCPHD to maintain future annual budget contribution requests at an approximate 3% annual increase level with very limited exceptions. NCPHD will manage and maintain its budget within these boundaries and provide services with these resources. This year's request will allow for predictable future contribution levels for member counties as well as predictable resources for NCPHD."

This increase is 13.0% over last year's contribution. The point of contention has been in FY16 the contribution to NCPHD was cut by 16.5% (\$62,222). The current budget amount which is a 3% increase over last fiscal year is \$367,051 - still short of the FY15 funding level. If NCPHD funding had grown at 3% each fiscal years since the FY15 contribution level, it would be \$423,441 in FY19. However, FY15 was a significant increase year for planned projects at NCPHD and if the funding for FY14 is ran forward at 3% per year the result is \$377,939 - about \$10K more than currently planned.

It is also relevant to note Wasco County provides in-kind support to the NCPHD. The total in-kind support is \$349,057 based on:  
 Payroll Support (8 hours/month) - \$2,993  
 Facilities (based on square footage) \$192,703  
 Information Systems (allocated on computer count) \$153,361  
 The Budget Team is not in favor of revisiting the past to "make up" for reductions in prior fiscal years - many departments have the same difficulty in their history. While the NCPHD believes the organization should be allowed to grow as a department, Steve has noted NCPHD does not send reports to the BOCC. This results in a lack of transparency and the County does not know what services NCPHD is providing or metrics to measure the progress and value received.

## Ask-Add Listing - Split

Title	Department	Narrative	Fund	Expense Impact	Revenue Impact
Public Health - Continued	Commissioner /Public Health - Continued	<p>NCPHD is proposing a funding formula where by Wasco County covers 62% of the funding needed from partners and Gilliam &amp; Sherman Counties cover the other 38%. This ignores the in-kind contribution of \$349,057. When this is included the actual funding ratio is 75% to Wasco County and 25% to Gilliam &amp; Sherman Counties.</p> <p>Management Team Review: Scott discussed the challenges of the partnership with NCPHD and how he applies the same rigor to reviewing the NCPHD budget that Wasco County does with our internal processes. In responding to the point from the Budget Team about not providing information it was determined the BOCC has not made a request for the reports in two years but there was an expectation to receive the reports. Scott also made the point Wasco County accounts for 86% of the population while the other counties make up the other 14% so the 62% (or 75% with in-kind contribution) is not out of line. He has taken role of Chair on the NCPHD Board specifically to represent Wasco County and make sure the organization is responsible, reasonable and accountable in the budgeting process.</p> <p>Some members of the Management Team thought the potential to remove some of the conflict in the relationship and have a set path forward with the 3% future increases is worth the cost. However, not all participants shared this valuation.</p> <p>There is a difficulty for support due to comparability to other partner organizations. There is no increase to Norco and some management are not comfortable with a guaranteed 3% increase going forward. The NCPHD refers to themselves as Public Safety, well, so is Norcor with no increase and the Sheriff's Office that actually decreased the budget this year.</p> <p>Support of the increase from some management is contingent upon the strength of the 3% going forward. One individual specified support if there is a written MOU setting the expectation and including an exemption for when/if revenues contract or do not grow at 3% and the requirement for the NCPHD management to update the BOCC by presenting a report either monthly or quarterly.</p> <p><b>Fiscal Impact:</b> \$39,890 is the amount the Management Team is split on. \$7,949 of the Ask-Add is already in the Recommended and included in the budget leaving just the difference to be decided upon</p>			

## Ask-Add Listing - Split

Title	Department	Narrative	Fund	Expense Impact	Revenue Impact
Public Health - Continued	Commissioner /Public Health - Continued	<p>Recommendation:</p> <p>Budget Team - Budget Team split. Steve prefers to hold to the 3% increase in the budget already and no additional growth, Tyler favors increasing to \$375,000 to specifically take advantage of the additional grant match NCPHD identified (the base 3% increase and \$7,949 to use towards the grant match - partners should cover the remaining match.)</p> <p>Management Team - Evenly split between \$375,000 (an increase of \$7,949) or the full ask-add increase of \$47,839 (raising the contribution to \$414,890).</p>			

# Ask-Add Listing

## Not Recommended

In the budget preparation process, Departments will ask for additions for staffing, capital equipment or to provide new service lines. These comprise the Ask-Add listing. These items are reviewed by the Management Team and either Recommended or Not Recommended. In rare instances, the decision is split – that is the case this year for a single recommendation. Additionally, a late addition came in and will be presented to the Budget Committee without a recommendation either way from the Management Team.

The Not Recommended Ask-Adds are listed on the following pages. These are not included in the Budget.

Summarized by Fund:

Fund	Expense	Revenue
General Fund	\$50,000	-
Museum	\$10,000	-



## Ask-Add Listing - Not Recommended

Title	Department	Narrative	Fund	Expense Impact	Revenue Impact
Museum Staff	Museum	<b>Purpose:</b> Hire a temporary part-time staff to total \$10,000	211	10,000	-

**Discussion:** Currently the Museum Director has limited time to work on fund raising. The Museum Committee understands the need to grow the revenue base but in order to do that additional time must be spent on fund raising. To create the time to fund raise will require additional staffing. Without this, the Directors time is spent on working with visitors already in the door, not seeking out new visitors. The Museum Commission raised prices significantly in FY17 and has not seen any drop off due to that. (60% increase in regular tickets, 25% increase in Senior tickets). Additionally, in FY18, the rate has been increased for tour ships by only \$0.50 per ticket (10%) with an additional increase scheduled next year. The intent is to use the temporary part-time position to free up the Director's time to pursue new visitors instead of focusing on only current visitors. The current Admissions as of 3/26/18 are \$15,840 and trending shows the April to June revenue should exceed \$6,600 which puts projected revenue at about \$22,000 for FY18 which is \$2,000 more than projected.

The Budget Team discussed and while not supportive at this point, thought this could be something the Museum Foundation could specifically support.

The Management Team does not support this ask at this time. There is agreement with the Budget Team idea of the Museum Foundation stepping in to support this type of position.

**Fiscal Impact:** The cost to the fund is \$10,000 including fringes and will be paid out of current revenues which means a decrease to the ending fund balance

**Recommendation:**

Budget Team - No. This is something the Museum Foundation could step up to support.

Management Team - No. This is something the Museum Foundation could step up to support.

## Ask-Add Listing - Not Recommended

Title	Department	Narrative	Fund	Expense Impact	Revenue Impact
Protection for DA & SO	Facilities	<p><b>Purpose:</b> Increase security for District Attorney's Office and the Sheriff's Office</p> <p><b>Discussion:</b> Desire to provide additional security to high exposure positions dealing with less than happy individuals. The Budget Team felt this needs to be part of a larger Courthouse Security plan. However, a more narrow scope of considering a card lock with a buzzer is something the Budget Team believes to be reasonable.</p> <p>Management Team Review: The Courthouse Security fund can't pay for it. The State has said they will not pay for it. A card lock and buzzer would not provide the same level of security. The DA had death threats a few years ago. The Sheriff's Office is not set up like most Sheriff's Offices. With the remodel of the Sheriff's Office coming up, the glass and door would be able to be reused. Overall, the Management Team is supportive, but this needs to be a larger project with a team to review and get a solution for the whole organization. Then this can be budgeted out of the Capital Improvement Fund and does not need to be a separate, specific general fund item.</p> <p><b>Fiscal Impact:</b> Estimated cost is \$50K</p> <p><b>Recommendation:</b>            Budget Team - No, however, the Budget Team believes a card lock with a buzzer is worth considering.            Management Team - Not as presented. Spend up to the \$50K to start a plan and pay for this out of the Capital Improvement Fund which will have available appropriation.</p>	101	50,000	-

# Ask-Add Listing

## Not Reviewed

In the budget preparation process, Departments will ask for additions for staffing, capital equipment or to provide new service lines. These comprise the Ask-Add listing. These items are reviewed by the Management Team and either Recommended or Not Recommended. In rare instances, the decision is split – that is the case this year for a single recommendation. Additionally, a late addition came in and will be presented to the Budget Committee without a recommendation either way from the Management Team.

The Not Reviewed Ask-Add is listed on the following page. It is not included in the Budget. Instead of the format followed by the other Ask-Adds – this is the letter submitted by the Sheriff detailing the request. Financial Review is below

Summarized by Fund:

Fund	Expense	Revenue
General Fund	\$40,000	-

### Financial Review

The cost is not an ongoing base increase and is tied to a specific project. The funds are available and would mean either a decrease in contingency, unappropriated or even transfers to reserves. The potential to avoid loss of life and related financial liabilities is difficult to quantify except as large. The only concern Finance has is the expected useful life of the scanner. This information has been requested and will be shared with the Budget Committee.



SHERIFF'S OFFICE

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*Pioneering pathways to prosperity.*

To: Wasco County Board of Commissioners  
Wasco County Budget Committee

Re: Request for Funding

To whom it may concern:

During the last year, NORCOR has seen a large increase of drugs/contraband being smuggled into the facility. It is estimated that at least one case is investigated per month for this type of activity. While inmates/arrestee's are searched prior to entering the facility, not all dangerous drugs are located on persons due to the fact some hide the narcotics inside their body. In addition, inmates/arrestee's must meet certain probable cause criteria for a full cavity search.

With contraband entering the facility and the inability to provide complete searches of persons, this poses vicarious liability not only to NORCOR, but to the counties utilizing NORCOR. Over the last year Oregon jails, along with other jails nationally, have seen an increase of "in-custody" deaths related to drug overdoses. In most of these cases the facility has been sued and large amounts of damages have been paid out to victim families.

In an effort to mitigate the transportation of narcotics into the facility, the Wasco, Hood River, Sherman, and Gilliam County Sheriff's have researched the cost and implementation of a full body scanner. This scanner will give NORCOR staff the ability to search all persons for contraband potentially entering the facility, mitigating important health and safety issues for our inmates.

While researching the aforementioned scanner, all four sheriff's, have been working with the Oregon State Sheriff's Association and a number of other Oregon sheriff's to obtain special pricing for scanners around the state. Several weeks ago OSSA accomplished this and received special pricing of \$175,000 per unit.

As of this time, Sherman and Gilliam County Sheriffs have submitted budget requests of up to \$40,000 ea. of the total cost, with the remaining amount to be paid by NORCOR, Wasco and Hood River Counties.

As the Wasco County Sheriff I would formally request up to \$40,000 to assist in the funding of the aforementioned scanner. It should be noted if Hood River County or NORCOR are unable meet their funding requirement, Wasco County will not be obligated for additional funding and the request will be discontinued.

Sincerely,  
Lane Magill  
Wasco County Sheriff

## **Compensation Committee**

The Compensation Committee met to review compensation for elected officials.

The discussion focused on how the elected officials are part of the senior management team and the group works as a whole. Another part of the discussion is the compensation philosophy and the intention to have wages reflective of the market.

With these points to consider, the Compensation Committee voted for increases up to 3.5% depending on the reevaluation of the compensation for the positions. This is included in the budget but is intended to be determined by the position salary review.

While the Compensation Committee does not have authority to increase salaries for non-elected employees, Management asked the committee to weigh in on the issue of senior management compensation. The Ask is for non-elected Senior Management salaries to be increased up to 3.5% depending on the reevaluation of the position compensation by the outside contractor. This is the same as the elected increase recommended. The Compensation Committee voted in favor of this increase – in a non-binding vote as this is outside the authority of the committee. Management requested this for transparency sake as typically the senior managers are building the budget so to look at an increase without an independent, outside perspective lacks some transparency.

While both have been included in the budget, neither promises an increase – rather the budget will be available up to 3.5% to fund the increase – in any – due to the compensation review/reevaluation.



WASCO COUNTY BUDGET COMMITTEE  
ANNUAL MEETING  
MAY 16, 2017

- PRESENT: Pat Davis, Committee Member  
John Carter, Committee Member  
Ken Polehn, Committee Member  
Scott Hege, County Commissioner/Committee Member  
Steve Kramer, County Commissioner/Committee Member
- STAFF: Tyler Stone, Administrative Officer  
Mike Middleton Finance Director/Budget Officer  
Kathy White, Executive Assistant
- ABSENT: Rod Runyon, County Commissioner/Committee Member

At 9:00 a.m. Mr. Davis opened the Annual Meeting of the Wasco County Budget Committee, noting the absence of Commission Chair Runyon and Committee Member Ken Polehn.

**Minutes**

{{{Commissioner Kramer moved to approve the 5.16.2016 minutes. Commissioner Hege seconded the motion which passed on a vote of 3 yays and one abstention – Pat Davis was not present at the 5.16.2016 Meeting.}}}

**Election of Officers**

{{{Commissioner Kramer nominated Pat Davis to serve as Chair and John Carter to serve as Vice-Chair of the Wasco County Budget Committee. No further nominations were made. Committee Member Davis called for a vote on the nominations. Pat Davis and John Carter were unanimously elected to serve as

**Chair and Vice Chair of the Wasco County Budget Committee.}}}**

**Public Comment**

Chair Davis opened the meeting up for public comment. There being none, he closed public comment and turned the meeting over to Wasco County Administrative Officer Tyler Stone.

**Year in Review**

Mr. Stone stated that this year is a little different than years past – same format but last year we had an interim Finance Director; this year we have our permanent Finance Director, Mike Middleton. He said that this past year has been a year for getting back up to speed. He added that Mr. Middleton will bring new things to the budget process and will be looking to the Budget Committee for feedback on what works and what doesn't work.

Mr. Stone reported that in the past year we have a new elected Treasurer and hired a new Finance Director; they bring very exciting new ideas. He said that it has taken a lot of hard work, but he feels that we can finally step off of the financial roller coaster and look forward three, five or even ten years into the future. He pointed out that what happens down the road will depend, in part, on the decisions we make today. He noted that time has been spent on strategic planning which will be reflected in the budget planning.

Mr. Stone said that one of the significant projects in the 2017 budget year was QLife moving from the City of The Dalles to the County for administration. Finances for QLife will move the County in the upcoming fiscal year. QLife has been a major undertaking.

Mr. Stone reminded the Committee that last year the Assessor budgeted temporary positions for conversion work. Today that department began the reappraisal process which was only possible because of the conversion work that has been done.

Mr. Stone listed some of the other major 2017 budget year projects:

- County rebranding and new website which is part of the County's strategic plan to be more transparent.
- Formation of South Wasco Park and Recreation District which has already taken on the problem of the Pine Hollow Reservoir boat ramp; they have grant applications in to the Oregon Department of Fish and Wildlife and the Oregon

Marine Board.

- Planning has begun their Comprehensive Plan update which is decades behind – additional staff has been added to begin that work as well as to support succession planning.
- The creation of an intentional workplace culture branded as 100% Love [Ms. White told the culture story and the Committee was provided with the Culture Guide (attached) and pins].

Mr. Stone continued by saying that he believes the Committee will see through this process that the Department Directors put their budgets together to be the most accountable budget they could. We were able to hold ourselves to a 2.7% increase which is unheard of in government and was extended to partner agencies with the exception of NORCOR which got 0%. The County has moved from budget crisis management to budget management with responsible, conservative budgeting and budget forecasting. For the most part, departments held to current service levels; strategic initiatives intended to reduce future costs were budgeted a little extra.

Some of the major purchases this year included:

- Clear Ballot – a virtual ballot counter replacing the old machine. We have already seen savings with the new system; election workers were cancelled yesterday because the process was so much more efficient that they were not needed that day.
- Courthouse and Public Works Building LED light conversion – this project is supported in part with PUD funding and will reduce utility and staff costs for lighting.
- Capitol purchases in the road department to replace equipment that is over 30 years old. We want to do this now rather than wait for an upcoming budget which is likely to be more challenging.

Some of the strategies to help control spending:

- Still putting off issues in Public Works waiting for the legislature to determine funding levels
- Plans to move the District Attorney's dependency cases to the State where this is more capacity



- If funding is eliminated, the program is eliminated
- Avoiding grant-funded programs
- Exploring more efficient alternatives to do the same work
- With the retirement of the County Surveyor, we have reduced from having a Road Surveyor and County Surveyor to having a County Surveyor and a Survey Assistant.
- We are advocating more actively than ever in Salem – Commissioners are going a couple of times per month; Department Directors are testifying before the State Legislature.
- Lobbying for more funding for Gorge Commission and DLCD who are looking at significant cuts at the state level

Concerns for upcoming year:

- PERS cost increases – we are looking at a 25% increases which we will see over the next three bienniums.
- Uncertain revenue streams from the state due to their budget shortfalls.
- Road funding is still uncertain – we do not anticipate any SRS funding.
- Partner agencies to which we contribute seem to be taking the position that the County will cover their shortfalls – for instance NORCOR has gained in revenue but is still asking for more from the Counties.

Mr. Polehn arrived at 10:00 a.m.

### **Budget Message**

Finance Director Mike Middleton reviewed the budget using a slide presentation (attached). He noted that \$2 million has been transferred from the Public Works Operating Fund into the Road Reserve Fund which is a more accurate accounting of those funds and will help with investing. In addition, the Land Corner Fund is reduced by 25% which reflects the change in staffing for the Surveyor.

Mr. Middleton pointed out another budget change - support for the Hunt Park Caretaker position will shift from 50/50 to 45% from the Fair Fund and 55% from the Hunt Park Fund as personnel was over-budgeted for the Fair. Commissioner Hege observed that a big part of the Park Fund is State revenue supporting parks. He asked how we determined an increase from the State. Mr. Middleton replied that the State funding is based on a

formula.

Commissioner Kramer said that he thought we were maintaining funding for the Household Hazardous Waste position's health insurance even though the person currently holding that position has opted out. Mr. Middleton replied that we are maintaining that funding, but since it is not being currently used, it has been moved into contingency.

Commissioner Hege commented that this year the Special Economic Development Fund will not see the initial payments from the Enterprise Zone. Mr. Middleton confirmed, saying that that is part of the decrease in that fund.

Mr. Middleton reviewed some of the funds that are experiencing difficulties. The Museum has a significant amount of restricted funds and are eating into their fund balance to operate the museum; at this rate they will have a negative balance in approximately four years. They need to address their expenses and revenues.

Mr. Middleton stated that the Fair Fund revenues exceed their expenses but not at a level that will fund their capital needs – they need to grow. The shift in how the Caretaker is paid is a first step. They have also changed the date of the Fair in order to have a carnival in an effort to attract more attendance. They are also looking at social networking and ranch sorting events.

Mr. Middleton stated that government-wide personnel costs are increasing as compared to materials and services. Vice-Chair Carter asked if that is true of partner agencies as well. Mr. Middleton replied that we do not differentiate between what partner agencies use for personnel and materials and service.

Commissioner Hege asked what part of that increase is due to an increase in FTE. Mr. Middleton responded that he will track that in the future. Mr. Stone added that there are six or seven temporary positions that will fall off over time. Mr. Middleton went on to say that they have made some modifications within the financial system that will help identify the temporary positions and more accurately reflect FTE numbers.

Mr. Middleton reviewed the 5 year-projection characterizing it as good. He went on to review the 10-year projection pointing out that at the end of 2023, the fund balance will approach deficit – by that time, we will stop adding to the reserve fund and start eating those funds away. He stated that we have to make sure we are making smart choices –

only adding those things that are sustainable. He noted that the projections assume that we will do nothing to prepare; we will have to turn that corner – how sharp of a turn that will be depends on the decisions we make now. He advised that we can ignore it, we can panic and overreact or we can be aware, plan and slowly execute the turn. We need to look at what we can do differently. He added that this will happen to all PERS organizations and those who provide health care for their employees; we need to hold our partner agencies to the same fiscal responsibility to which we adhere.

Commissioner Hege pointed out that the first Google Enterprise Zone project will come on to the tax rolls which will be a significant increase. He said that some think the reality will be less than the expectation; we are working with Google and the State to stabilize the understanding of the value of that property so that we will have a fair idea of what that will be.

Mr. Middleton commented that he tends to err on the side of caution; they may owe those taxes but could appeal them for many years. Commissioner Hege responded that that is exactly why we are working to get that settled ahead of time. Mr. Middleton observed that that is part of the way to prepare for the curve. County Assessor Jill Amery added that this is much different than the Charter issue which is legislative, this would be just an appeal on value determination.

Chair Davis stated that the County has already taken steps to prepare, pointing out that the Public Works staff is nearly half of what it was. That is a good example of how the County has changed.

Mr. Middleton pointed out that the Assessor has added a temporary property tax appraiser which will help provide equity in taxation and should increase revenue for the County. He said that North Central Public Health District has asked for a 5% increase but has been given only 2.7% which is what the County departments have been held to. The additional monies allocated to MCEDD is a one-time contribution that will come from the Enterprise Zone funding.

Commissioner Hege asked why there is a 19% decrease in the Community Corrections fund. Mr. Middleton replied that there was a big decrease in the beginning fund balance. He explained that Community Corrections state grant funds are awarded on a biennial basis which does not align with the County's annual budgeting model. In the first year of the biennium the fund is flush; a lot rolls over mid-biennium and then at the end it

flattens out. A lot of money comes in the first year but much of it will not be used until the second year. Community Corrections Manager Fritz Osborne added that one piece of the decrease is due monies slated for housing that came in from the Justice Reinvestment program; those monies have been held for a while and we are starting to spend that fund now.

Commissioner Hege said that the decrease makes it appear that there have been cutbacks and asked if it will start appearing to be more stable. Mr. Osborne replied that he is reining it in and doing some planning with Mr. Stone and Mr. Middleton; he said that they will be allocating funds now to make the translation more understandable.

Mr. Middleton reviewed the ask/adds from the budget process. Mr. Stone explained that they had asked departments to present their budget requirements along with “asks” to add additional funding. The Budget Team, consisting of himself, Commissioner Hege and Mr. Middleton, then met with each Department Director to vet those asks. The Budget Team sent their recommendations to the Management Team where the Budget Team decisions were vetted and modified; then the budget is balanced and brought to the Budget Committee.

#### ASK/ADDS

- Grounds Manager: We will get \$6,000 from renting the caretakers house at Hunt Park. The Caretaker asked for all of that as an increase. We compromised and provided a step increase to keep him within the salary matrix.
- Road Specialist: Public Works Director Arthur Smith explained that he has tier-one employees who are concerned about changes to PERS and may retire as a result; there are others who are 18 months out from 30 years with the County and cannot say as yet what their plans are. The additional Road Specialist position is part of succession planning.
- Road Laborer: Mr. Smith stated that he has one road laborer who has given plenty of notice of his retirement but there needs to be some overlap to transfer knowledge.
- Dump Truck: Mr. Smith said that this is needed to replace aging equipment.

- Weed Sprayer: Mr. Smith stated that they want a non-customized system. The current system requires special knowledge and parts. They want to get a system that can be installed and removed. When the current Weed Master retires; that position will be split with a roads position and the equipment needs to be flexible. Mr. Stone pointed out that the Budget Team recommended to not do this; the Management Team overturned that decision.
  - Chair Davis asked if this decision will impact the amount of spraying done for the County or just the contracted spraying. Mr. Stone replied that we are looking at ramping down the contract program and moving the weed control monies into the Public Works Department rather than in a separate budget.
  - Mr. Smith explained that a previous Board had asked the Weed Department to seek contracts. He said that we are required to control weeds on the public right-of-ways but it is not good business to have a full-time employee spending 75% of his time on contract work.
  - Commissioner Hege asked how the wind-down will happen. Mr. Smith replied that he has someone training for the position now with the hope that he will be licensed prior to the Weed Master's retirement. He added that he has already has conversations with partners so they can plan. Once the Weed Master has retired, the cross-trained FTE will spend part of his year doing weed control and part of his year doing road work and snow plowing.
- County Surveyor: Reduce from two surveyors to one surveyor and one survey assistance.
- Trauma Informed Care Program – The Management Team approved this as long as all departments are encouraged to use the training.
- District Attorney: Hiring temporary staff to scan documents – the Management Team approved this and will re-evaluate in the next budget year to see if other departments might be able to use the position.
- District Attorney: Moving a position from .6 to .8 FTE. The Management Team

approved this as long as cross-training and succession planning occur.

- Information Systems: A temporary employee to cover potential transition and extended FMLA – up to \$54,000. The Management Team approved as long as it is not a permanent increase.
- Sheriff's Department: Emergency Manager moved to full-time. The Management Team approved as long as the Emergency Manager takes on some Public Information Officer duties. Sheriff Magill added that there is a 50% match from the state that will help offset the increase.
  - Chair Davis asked if additional training will be required for the PIO duties. Sheriff Magill replied that that is ongoing.
- Assessor: Temporary Property Appraiser. This could increase revenues and provides equity as we catch up with appraisals. There were three temps previously approved to help clean up the system. County Assessor Jill Amery added that we will get some reimbursement for that position through the CAFFA Grant.
  - Commissioner Hege noted that the project will take years. Ms. Amery agreed. She explained that appraisals used to be on a 6-year cycle; her hope is to return to that model. There are two staffers who have not done reappraisals. She said that her hope is to have the temp for one year; after that, staff should be able to handle it.
  - Commissioner Hege asked how this can increase revenues. Ms. Amery replied that there are properties that have not been assessed for 20-25 years; there are likely a lot of new buildings out there that have never been assessed. She stated that she would think we would see an increase as a result of discovering previously unassessed structures. She added that we are very rural and use GIS to look at some things but tree cover does not always allow us to see everything. She said that other counties have been through this and have usually seen a gain. She stated that the end goal is to have accurate records and equitable assessments.
- MCEDD: The additional \$5,000 was approved as long as it comes with specific deliverables. Commissioner Hege noted that the MCEDD's Wasco County

Economic Development Commission is focusing on providing more services to help our communities organize, write grants, etc. That is what the extra funding should be for – to continue that work.

- Public Health: They asked for a 5% increase and were given 2.7% to match what is being given to County Departments.
  - Mr. Stone explained that there was a split in the Budget Team – Commissioner Hege supported the 5% request while he did not. In the Management Team there was also a split – of the 10 votes cast, 1 said 5%, 5 said 2.7% and 4 said 0% to match the increase given to NORCOR. Mr. Middleton added that there was also a feeling that if NCPHD was given the 5% increase, it would de-motivate departments to hold the line at 2.7%.
  - Vice-Chair Carter said that if you look at percentages, the Health Department received a significant cut in 2015. He asked why we are focusing on one year. He asked if we are getting fewer services.

Commissioner Hege stated that he was not at the Management Team meeting. He said that we have had some challenges with Public Health; he is the Chair of the NCPHD Board and they are working on those issues. In 2015 we decreased our contribution by \$62,000; the 5% ask will not bring us back to the pre-2015 funding levels. He said that he would ask that they be given the additional 2.3%. He said that there is a feeling that Public Health has addressed budget issues responsibly but they have cut \$118,000 from their budget.

- Commissioner Hege went on to say that there is a second request for an Environmental Health trainee; Public Health currently has only two people to do restaurant, sewer and water inspections. He said that the two are nearing retirement. The \$7,100 will be in addition to the 2.3% request. He said that he thinks that the increase will improve our relationship with Public Health and demonstrate that we support them. He said that Public Health continues to work on other sources of revenue; they are looking at a partnership with the Community Care Organization.
- Mr. Osborne noted that he shares many clients with Public Health and

some of their work helps keep people from having to come into his office and his office can prevent people from going into NORCOR. He said that philosophically he does not think you can compare Public Health to NORCOR; it makes more sense to fund Public Health.

- Commissioner Kramer said that he questions the cuts that are being made at Public Health and is not sure the cuts are being made in the right areas for the programs that are not producing.
- Chair Davis asked that these discussions be held until deliberations.
- Environmental Health: They originally asked for \$15,000 but cut that to \$7,800.
  - Vice-Chair Carter asked if those inspections include food trucks. Commissioner Hege replied that they do.
- Museum: The Management Team said no to any increases.
- District Attorney: ½ FTE for dependency cases. The DA feels his staff can do a better job as they are closer to the local issues. Both the Budget Team and Management Team said no; it is not sustainable and we do not want to duplicate efforts – the State is already assigning an attorney to all dependency cases.
  - Vice-Chair Carter asked if the State will continue to fund the dependency cases. District Attorney Eric Nisley replied that the State has proposed to fund an attorney to attend for all dependency cases. He said that typically that the first step is a shelter hearing when a child is in danger; DHS removes the child to foster parents or another family member. Parents then have due process which goes from 45-60 minutes up to a day and half. Then the case goes to trial with up to 28 people placed under subpoena. He reported that with a District Attorney and two Deputy District Attorney's and 25% of the NORCOR population on the docket, if two County attorneys are gone, NORCOR cases get delayed. He said that he really does not want to do this, but it is probably here and they plan to no longer handle dependency cases as of July 1<sup>st</sup>. He added that they currently receive a small grant to offset costs and that funding will be discontinued.



- Mr. Stone asked how much time this will free up for the DA's office. Mr. Nisley said that it is difficult to quantify. He reported that when he was at conference he was spending 2-3 hours an evening reading up on some of the dependency cases. He added that he has already begun to prepare community partners for the change.

Discussion ensued as to how to proceed. The Committee determined that they would ask any questions they have and then begin deliberations following the lunch break.

### Questions

Commissioner Hege noted that we will be generating revenues for QLife for administration of that program; he said that he did not see that reflected in the budget. Mr. Middleton replied that there are no expenses out of that budget and he did not think to build the revenues into the budget. Commissioner Hege said that it will not be insignificant and we should be billing for actual costs; it should be more than \$15,000. Mr. Stone agreed; \$15,000 is the base number, but it will be more than that. Mr. Middleton stated that he believes the last year of the City administration it was \$54,000. Commissioner Hege asked what fund that money would come into. Mr. Middleton replied that it will go into Administration.

Commissioner Hege pointed out that there is no expense listed for wildlife control which he believed we would be continuing. Mr. Middleton stated that that was a miss on his part and he will get that into the budget.

Mr. Middleton announced that he had doubled the VSO Personnel when the assistant moved into a VSO position; he had counted both the old and new position personnel costs when the Intake Coordinator position should have been zeroed out. That will be corrected.

Commissioner Hege stated that he wants to understand NORCOR contribution better. Mr. Middleton replied that the change is due to moving the funds from Community Corrections to the General Fund for accounting. Mr. Osborne said that there should be a 1.15% increase in funding from the State for Community Corrections. He noted that if the State decreases funding, the counties have the option of turning those functions back over to the State; there is a political incentive to maintain the funding to the Counties. Mr. Middleton noted that we are budgeting for less than we will probably receive.

Commissioner Hege stated that NORCOR has budgeted \$1.4 million from Wasco County for the Adult Corrections program. Mr. Osborne said that we use the beds.

Commissioner Hege asked what the difference is in restricted and reserved funds in relation to the Museum budget. Mr. Middleton replied that it is basically a matter of semantics. Commissioner Hege stated that he sees that part of it is in contingency where it is accessible; he believes those funds should go into reserve. Mr. Middleton agreed saying that he will make that change and label the fund as restricted.

Commissioner Hege asked for an explanation to the State RV allocation to the Parks fund. Mr. Middleton replied that Finance got those numbers from the Fair Board who in turn got them from the State.

At 12:00 p.m. Chair Davis called for a lunch break.

The meeting reconvened at 12:57 p.m.

Mr. Middleton reported that NOROCR had been over budgeted by \$79,800 and he will make that correction.

## **Deliberations**

### PUBLIC HEALTH

Commissioner Hege stated that the additional 2.3% represents only \$7,820; the training dollars are secondary. He encouraged the group approve the 5% total increase in Wasco County's contribution. He stated that he would echo Commissioner Kramer's concerns about responsible budgeting; things are better but there is still a ways to go. He said that if we are going to continue this relationship, we should step up as much as the other counties have; it is a pretty minor ask.

Commissioner Kramer said that he was at the Management Team meeting. He reported that those who voted against the 5% increase commented that they had made some significant cuts and had to live within our means; it was a 5-4 vote just to get the 2.7% increase. He said that he does not see the cuts being made where they need to be. Mr. Stone reminded the Committee that in the 5-4 vote, 4 wanted no increase at all.

Commissioner Kramer said that there are many challenges but our departments are being held to a 2.7% increase and he cannot support the additional 2.3% for Public Health without them looking hard at how they are budgeting.

Vice-Chair Carter explained that he had brought this up as a question earlier because he wanted to understand better. He said that he doesn't think that using budget cuts to address management issues is the way to go. He went on to say that we are not a rich county and these services are needed. He stated that he, too, has reservations but supports adding both of the requested increases.

Mr. Polehn said that listening to the comments, he does not yet have an opinion either way. He stated that appreciates both points of view; he leans toward giving the them \$7,820, but is undecided.

Chair Davis stated that he has had a lot of experience with the County's Management Team and would be uncomfortable saying that he is going to hold all of the departments to the 2.7% and then let Public Health have more. He said that he is proud of the work management has done to hold down costs and is opposed to giving Public Health an additional 2.3%.

Chair Davis asked for a roll call on the matter.

**{{{Mr. Carter moved to add an additional 2.3% or \$7,820 to the Public Health contribution from Wasco County. Commissioner Hege seconded the motion. Roll call:**

<b>Commissioner Kramer</b> .....	<b>No</b>
<b>Commissioner Hege</b> .....	<b>Yes</b>
<b>Vice-Chair Carter</b> .....	<b>Yes</b>
<b>Chair Davis</b> .....	<b>No</b>
<b>Mr. Polehn</b> .....	<b>No</b>

**Motion failed.}}}**

Commissioner Hege said that the Environmental Health Trainee is similar but different; it provides direct services. He said that with an increase in growth in the County, we will need Environmental Health; this position has the potential to help with that and also provide some continuity.

**{{{Commissioner Hege moved to budget \$7,180 for Line 5229, Special Payments, to support a trainee for Environmental Health within Public Health. Mr. Polehn**

seconded the motion.

**Discussion:**

Commissioner Kramer asked for an explanation as to why Public Health's budget shows a reduction in the FTE and a request for an increase. Commissioner Hege replied that today's Public Health budget reduces the position to .6 FTE but they are hoping for the funding to keep it at .8 FTE. He said that he thinks there is a possibility that they will need to add fees to help support the position.

**Roll Call:**

Commissioner Kramer	Yes
Commissioner Hege	Yes
Vice-Chair Carter	Yes
Chair Davis	No
Mr. Polehn	Yes

Motion passed.}}}

ADJUSTMENTS

- **Wildlife Control** - Chair Davis asked if the \$5,000 for Wildlife Control is just a typo. Mr. Middleton replied that it is an oversight; he will add it back to the budget, increasing the Wildlife Control Fund.
- **NORCOR** - Mr. Middleton stated that he will correct the error in the NORCOR funding which will decrease that expenditure by \$79,068.
- **Veterans Services** - Mr. Middleton said that he will correct the duplication in the Veterans Services personnel which will decrease that line item by \$49,446.
- **NCPHD** - Mr. Middleton stated that there will be no increase to the annual contribution beyond the 2.7% recommended by the Management Team. There will be a one-time contribution in the amount of \$7,180 to support the increase of the Environmental Health Trainee position from .6 to .8 FTE.
- **Unappropriated Fund** - Mr. Middleton said that the Unappropriated Fund will

increase by \$116,334 to offset the aforementioned adjustments.

{{{Commissioner Kramer moved that the Budget Committee of Wasco County has reviewed and does approve the budget for the 2018 Fiscal Year as amended by the attached list in the total amount of \$5,649,947. Vice-Chair Carter seconded the motion which passed unanimously.}}}

{{{Commissioner Kramer moved that the Wasco County Budget Committee approve taxes for the 2018 Fiscal Year at the rate of \$4.2523 per \$1,000 of assessed value for operating purposes in the General Fund. Mr. Polehn seconded the motion which passed unanimously.}}}

Chair Davis adjourned the meeting at 1:20 p.m.

WASCO COUNTY  
BUDGET COMMITTEE



Pat Davis, Committee Chair



John Carter, Committee Vice-Chair



Ken Polehn, Committee Member

\_\_\_\_\_  
Scott C. Hege, County Commissioner

*ABSENT*

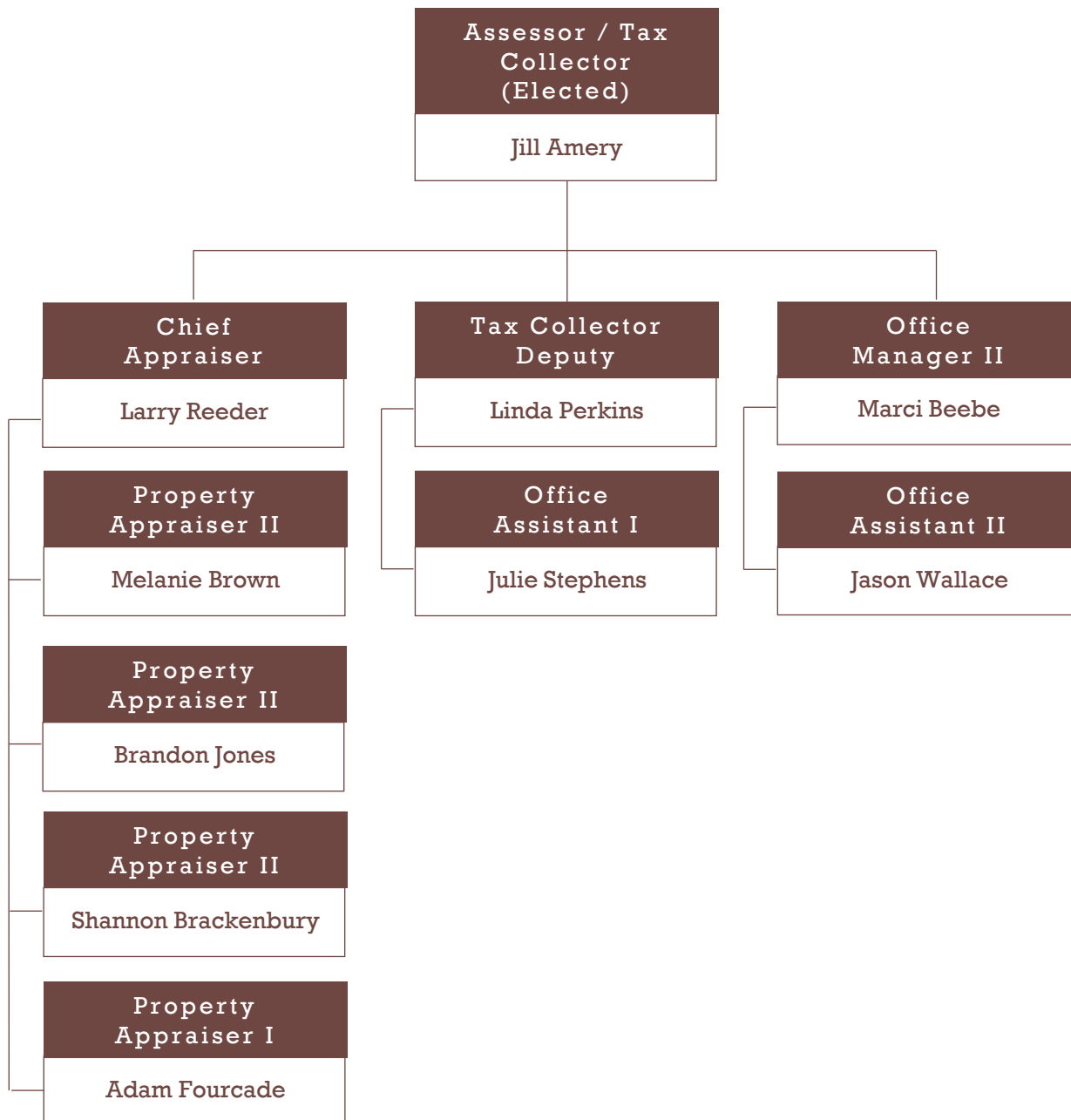
\_\_\_\_\_  
Rod Runyon, County Commissioner



Steve Kramer, County Commissioner

# ORGANIZATIONAL CHART

## ASSESSMENT AND TAXATION



# OPERATING BUDGET SUMMARY

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## GENERAL FUND (101) ASSESSMENT & TAXATION (12) ASSESSMENT & TAXATION (5112)

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1. Community impacts/main services provided: Property valuation & assessment, property tax collection
2. Fund balance/fiscal health:

<b>Year</b>	<b>FTE</b>	<b>Budget</b>	<b>Actual</b>	<b>Variance \$</b>	<b>Variance %</b>
15/16	12	857,765	737,907	119,858	14%
16/17	12	853,087	720,510	132,577	16%
17/18	11	764,985	710,019	54,966	7%
			(estimated)		
18/19	10	791,428			

3. Significant budget impacts or changes (include recent FTE changes):

No significant impacts or changes this year.

4. Opportunities to enhance:

Wasco County Owned Land sales returning dollars to Wasco County general fund as well as all other taxing districts.

5. Capital Needs:

No capital improvement needs.

6. Extraordinary issues to deal with in the near future (retirements, laws/mandates, etc.):

No extraordinary issues on our radar currently.

Fd#	101	General Fund
Dept#	12	Assessment & Taxation
SubDept#	5112	Assessment & Taxation

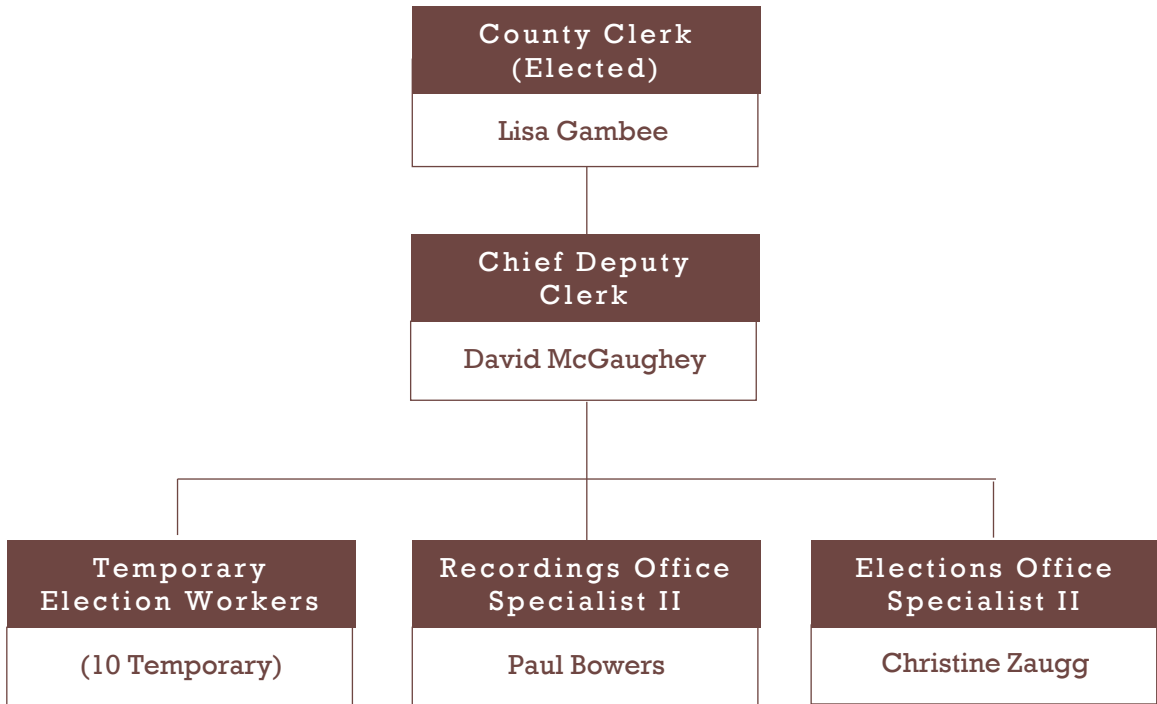
Row Labels	Data						
	FY16 Actuals	FY17 Actuals	FY18 Projected	FY18 Budget	FY19 Proposal	FY19 Approved	FY19 Adopted
<b>GENERAL FUND</b>							
<b>Resources</b>	<b>37,411</b>	<b>36,523</b>	<b>34,976</b>	<b>20,800</b>	<b>19,450</b>	<b>19,450</b>	<b>19,450</b>
ASSESSMENT & TAXATION	37,411	36,523	34,976	20,800	19,450	19,450	19,450
<b>ASSESSMENT &amp; TAXATION</b>	<b>37,411</b>	<b>36,523</b>	<b>34,976</b>	<b>20,800</b>	<b>19,450</b>	<b>19,450</b>	<b>19,450</b>
RESOURCES	37,411	36,523	34,976	20,800	19,450	19,450	19,450
411.111 - PILT	12,311	-	-	350	6,000	6,000	6,000
411.115 - ASSESSOR PLAT FEES	11,420	14,840	10,530	10,000	10,000	10,000	10,000
411.116 - BCD OWNERSHIP FEES	3,590	1,930	-	-	-	-	-
411.126 - DOCKET FEES	-	-	-	1,000	-	-	-
411.156 - LATE EXEMPT FILING FEE	1,200	765	-	750	750	750	750
411.161 - MAPPING/FARM & FOREST DQ FEES	11	242	371	200	200	200	200
411.179 - TRIP PERMIT FEES	110	10	-	-	-	-	-
415.351 - WARRANT REC/REL FEES	6,618	6,252	7,589	2,000	2,000	2,000	2,000
420.452 - PUB/REDEMP FEE	-	-	14,457	6,000	-	-	-
421.241 - MISC RECEIPTS	-	9,788	20	-	-	-	-
421.242 - PHOTO/DIGITAL COPY FEES	2,145	1,347	663	500	500	500	500
421.245 - PAYROLL REIMBURSEMENT	6	1,349	1,346	-	-	-	-
<b>Requirements</b>	<b>737,907</b>	<b>720,510</b>	<b>710,019</b>	<b>764,985</b>	<b>791,428</b>	<b>791,428</b>	<b>791,428</b>
ASSESSMENT & TAXATION	737,907	720,510	710,019	764,985	791,428	791,428	791,428
<b>ASSESSMENT &amp; TAXATION</b>	<b>737,907</b>	<b>720,510</b>	<b>710,019</b>	<b>764,985</b>	<b>791,428</b>	<b>791,428</b>	<b>791,428</b>
PERSONNEL	666,775	649,088	628,876	674,206	706,449	706,449	706,449
51106 - OFFICE MANAGER	43,953	45,973	43,265	48,072	49,272	49,272	49,272
51269 - SEASONAL/TEMPORARY	32,458	571	-	39,888	-	-	-
51400 - ASSESSOR	75,313	77,196	75,338	80,352	83,184	83,184	83,184
51401 - CHIEF OFFICE DEPUTY	-	-	-	-	-	-	-
51403 - APPRAISER II	53,146	99,686	120,677	137,412	141,576	141,576	141,576
51404 - CHIEF APPRAISER	59,576	58,697	55,184	58,872	60,336	60,336	60,336
51405 - OFFICE SPECIALIST II	35,020	36,126	21,938	33,444	-	-	-
51406 - OFFICE SPECIALIST II	34,166	36,308	34,178	37,254	37,254	37,254	37,254
51407 - OFFICE SPECIALIST II	-	-	-	-	-	-	-
51412 - APPRAISER I	72,639	35,907	17,477	20,596	35,760	35,760	35,760
51413 - APPRAISER I	39,605	40,791	38,242	41,430	41,430	41,430	41,430
51457 - OFFICE SPECIALIST I	29,341	25,873	30,513	31,536	21,981	21,981	21,981



51602 - OVERTIME	103	55	21	192	192	192	192
51640 - LONGEVITY	-	-	-	-	-	-	-
51680 - VACATION CASH OUT	-	3,865	14	-	-	-	-
51681 - COMP/HOLIDAY BANK CASHOUT	9	1,310	-	-	-	-	-
51701 - FICA	35,185	34,099	32,220	24,578	34,623	34,623	34,623
51703 - UNEMPLOYMENT INSURANCE	1,874	1,157	-	-	-	-	-
51705 - WORKERS' COMPENSATION	999	2,246	2,194	4,221	3,933	3,933	3,933
51721 - PERS	53,693	53,723	65,790	48,156	70,293	70,293	70,293
51729 - HEALTH INSURANCE	90,620	86,468	83,569	62,957	116,373	116,373	116,373
51730 - DENTAL INSURANCE	6,706	6,465	5,855	3,809	7,456	7,456	7,456
51732 - LONG TERM DISABILITY	2,108	2,320	2,169	1,288	2,489	2,489	2,489
51733 - LIFE INSURANCE	261	252	236	149	297	297	297
MATERIALS & SERVICES	71,132	71,422	81,143	90,779	84,979	84,979	84,979
52111 - DUES & SUBSCRIPTIONS	1,583	1,883	2,682	2,559	2,959	2,959	2,959
52115 - LEGAL NOTICES & PUBLISHING	389	473	1,501	750	1,350	1,350	1,350
52116 - POSTAGE	-	-	-	50	50	50	50
52122 - TELEPHONE	512	397	325	500	500	500	500
52352 - SERVICE/APPLICATION FEES	-	-	20	-	-	-	-
52383 - TITLE SEARCH FEES	2,250	1,800	3,413	3,000	4,000	4,000	4,000
52401 - CONTRACTED SERVICES	24,235	22,257	32,136	25,000	25,750	25,750	25,750
52407 - CONTR SRVCS - MICROFICHE PROCESSING	551	804	-	2,000	-	-	-
52410 - CONTR SRVCS - MAPPING	12,084	12,135	13,577	14,000	14,000	14,000	14,000
52425 - CONTR SRVCS - TAX	10,471	16,189	13,882	15,550	11,000	11,000	11,000
52656 - GAS & OIL	1,710	1,041	1,431	2,000	2,000	2,000	2,000
52657 - VEHICLE - REPAIR & MAINTENANCE	267	669	169	2,000	1,000	1,000	1,000
52701 - TRAINING & EDUCATION	5,483	1,649	3,128	8,580	8,580	8,580	8,580
52712 - MEALS LODGING & REGISTRATION - ASSR	3,818	4,846	3,981	6,390	6,390	6,390	6,390
52732 - TRAVEL & MILEAGE - ASSESSOR	199	167	-	300	300	300	300
52733 - TRAVEL & MILEAGE - TAX	-	-	-	100	100	100	100
52910 - SUPPLIES - OFFICE	7,580	7,112	4,899	8,000	7,000	7,000	7,000
52911 - SUPPLIES - PRINTED	-	-	-	-	-	-	-

# ORGANIZATIONAL CHART

## CLERK



# OPERATING BUDGET SUMMARY

## GENERAL FUND (101) COUNTY CLERK (15) COUNTY CLERK (5115)

1. Community impacts/main services provided:

We do not have any significant changes to budget or FTE. However, we are planning to sign a contract to use the Oregon Records Management Solution for records retention. This will be a significant effort for the Clerk’s Office, Assessor’s Office, Surveyor’s Office and Administrative Services as we begin to implement correct records retention practices.

2. Fund balance/fiscal health:

<b>Year</b>	<b>FTE</b>	<b>Budget</b>	<b>Actual</b>	<b>Variance \$</b>	<b>Variance %</b>
15/16	3	203,610	186,011	17,599	9%
16/17	3	227,352	216,052	11,300	5%
17/18	3	219,022	209,476	9,546	4%
			(estimated)		
18/19	3	249,406			

3. Significant budget impacts or changes (include recent FTE changes):

We do not have any significant changes to budget or FTE. However, we are planning to sign a contract to use the Oregon Records Management Solution for records retention. This will be a significant effort for the Clerk’s Office, Assessor’s Office, Surveyor’s Office and Administrative Services as we begin to implement correct records retention practices.

4. Opportunities to Enhance Revenue: Revenue comes mainly from recording of deeds and image subscriptions from local title companies. Because this source of revenue fluctuates, we remain conservative on our projected income.

5. Capital Needs: There are no immediate capital needs at this time. Microfilm costs will be shifted to support the ORMS program.

6. Extraordinary issues to deal with in the near future:

As noted in item 3, records management is becoming an increasingly important and time-consuming project. The past year has included efforts to move historical records up to the Clerk’s vault where there are temperature and humidity controls. Next is to move paper Archives out of the current basement location where there are water pipes running through the ceiling. Because of these efforts, it has come to our attention that records management is lacking, and many documents were well past their destruction schedule. As we implement the ORMS system to address records management going forward, we will need to consider planning for a half-time or even full-time position to manage record-keeping at Wasco County.

Fd#	101	General Fund
Dept#	15	County Clerk
SubDept#	5115	Clerk

Row Labels	Data						
	FY16 Actuals	FY17 Actuals	FY18 Projected	FY18 Budget	FY19 Proposal	FY19 Approved	FY19 Adopted
<b>GENERAL FUND</b>							
<b>Resources</b>	<b>149,305</b>	<b>167,752</b>	<b>163,967</b>	<b>125,850</b>	<b>163,500</b>	<b>163,500</b>	<b>163,500</b>
COUNTY CLERK	149,305	167,752	163,967	125,850	163,500	163,500	163,500
<b>COUNTY CLERK</b>	<b>149,305</b>	<b>167,752</b>	<b>163,967</b>	<b>125,850</b>	<b>163,500</b>	<b>163,500</b>	<b>163,500</b>
RESOURCES	149,305	167,752	163,967	125,850	163,500	163,500	163,500
411.119 - COPY/CERTIFICATION FEES	24,341	25,989	22,715	20,000	25,000	25,000	25,000
411.121 - CLERK LIEN FEES	3,425	4,195	2,175	2,000	2,500	2,500	2,500
411.124 - COUNTY CLERK FEES	5,450	5,991	6,367	4,750	5,500	5,500	5,500
411.127 - DEPT OF REV ASSESSMENT	2,440	2,681	2,432	2,100	2,500	2,500	2,500
411.162 - MARRIAGE LICENSES	5,025	5,090	4,241	4,000	5,000	5,000	5,000
411.165 - RECORDING FEES	108,624	123,806	126,038	93,000	123,000	123,000	123,000
<b>Requirements</b>	<b>186,013</b>	<b>216,052</b>	<b>209,476</b>	<b>219,022</b>	<b>236,970</b>	<b>236,970</b>	<b>236,970</b>
COUNTY CLERK	186,013	216,052	209,476	219,022	236,970	236,970	236,970
<b>COUNTY CLERK</b>	<b>186,013</b>	<b>216,052</b>	<b>209,476</b>	<b>219,022</b>	<b>236,970</b>	<b>236,970</b>	<b>236,970</b>
PERSONNEL	181,210	209,384	203,626	213,063	230,545	230,545	230,545
51020 - CLERK	59,135	56,545	55,184	58,872	60,936	60,936	60,936
51021 - CHIEF DEPUTY CLERK	42,365	45,476	43,539	46,661	47,827	47,827	47,827
51023 - OFFICE SPECIALIST II	31,727	33,303	31,737	34,179	35,568	35,568	35,568
51269 - SEASONAL/TEMPORARY	-	1,684	1,220	7,848	1,200	1,200	1,200
51602 - OVERTIME	98	89	-	100	96	96	96
51622 - STIPEND	-	15,000	14,063	15,000	15,000	15,000	15,000
51681 - COMP/HOLIDAY BANK CASHOUT	-	33	-	-	-	-	-
51701 - FICA	9,709	10,916	10,515	9,261	11,473	11,473	11,473
51705 - WORKERS' COMPENSATION	75	189	158	233	332	332	332
51721 - PERS	8,785	13,158	16,649	13,886	18,366	18,366	18,366
51729 - HEALTH INSURANCE	26,694	30,150	28,089	25,032	36,863	36,863	36,863
51730 - DENTAL INSURANCE	1,964	2,043	1,756	1,377	2,038	2,038	2,038
51732 - LONG TERM DISABILITY	581	717	645	560	765	765	765
51733 - LIFE INSURANCE	77	81	71	54	81	81	81
MATERIALS & SERVICES	4,803	6,668	5,849	5,959	6,425	6,425	6,425
52122 - TELEPHONE	501	626	412	400	500	500	500
52360 - BOPTA BOARD	-	-	-	-	1,175	1,175	1,175
52408 - CONTR SRVCS - MICROFILM CONTRACT	942	904	1,000	1,000	-	-	-

Fd#	101	General Fund
Dept#	15	County Clerk
SubDept#	5115	Clerk

Row Labels	Data						
	FY16 Actuals	FY17 Actuals	FY18 Projected	FY18 Budget	FY19 Proposal	FY19 Approved	FY19 Adopted
52601 - EQUIPMENT - NON CAPITAL	-	652	-	-	-	-	-
52604 - EQUIPMENT - OFFICE	-	-	300	300	250	250	250
52651 - EQUIPMENT - REPAIR & MAINTENANCE	-	-	300	300	300	300	300
52711 - MEALS LODGING & REGISTRATION	1,963	2,283	2,295	2,295	2,820	2,820	2,820
52731 - TRAVEL & MILEAGE	226	74	564	250	400	400	400
52910 - SUPPLIES - OFFICE	1,007	1,875	830	1,114	780	780	780
52911 - SUPPLIES - PRINTED	164	263	149	300	200	200	200
52999 - CASH OVER/SHORT	-	(9)	-	-	-	-	-

# OPERATING BUDGET SUMMARY

## GENERAL FUND (101) COUNTY CLERK (15) ELECTIONS (5125)

1. Community impacts/main services provided:

- Conducts elections for Federal, State, County, City and Special Districts
- Maintains Election Management and reporting of Federal, State, County, City and Special Districts
- Maintains the voter file on Oregon Centralized Voter Registration System

2. Fund balance/fiscal health:

Year	FTE	Budget	Actual	Variance \$	Variance %
15/16	1 + pt	110,988	79,100	31,888	29%
16/17	1 + pt	117,484	111,325	6,159	5%
17/18	1 + pt	102,999	81,342	21,657	21%
			(estimated)		
18/19	1 + pt	94,764			

3. Significant budget impacts or changes:

There are no significant impacts to our budget for FY19. Ballot mailing costs will continue to rise as new voters are added through the Oregon Motor Voter program. This budget cycle will include a Special District election which is reimbursable, hence the slightly larger revenue prediction. We expect only two elections – the November General election and the May Special District Election.

4. Opportunities to Enhance Revenue:

There is a reimbursement by the Secretary of State Elections Office for the January 2018 Special Election. This reimbursement may not show up until the FY19 fiscal cycle. The reimbursement should be for \$19,675.

5. Capital Needs:

There are no major capital needs planned. Minor capital items include either a paper folder for processing ballots in-house, or new scanning wands.

6. Extraordinary issues to deal with in the near future:

None at this time.

Fd#	101	General Fund
Dept#	15	County Clerk
SubDept#	5125	Elections

Row Labels	Data						
	FY16 Actuals	FY17 Actuals	FY18 Projected	FY18 Budget	FY19 Proposal	FY19 Approved	FY19 Adopted
<b>GENERAL FUND</b>							
<b>Resources</b>	<b>10,091</b>	<b>29,006</b>	<b>2,689</b>	<b>8,350</b>	<b>15,800</b>	<b>15,800</b>	<b>15,800</b>
COUNTY CLERK	10,091	29,006	2,689	8,350	15,800	15,800	15,800
<b>ELECTIONS</b>	<b>10,091</b>	<b>29,006</b>	<b>2,689</b>	<b>8,350</b>	<b>15,800</b>	<b>15,800</b>	<b>15,800</b>
RESOURCES	10,091	29,006	2,689	8,350	15,800	15,800	15,800
411.117 - CANDIDATE FILING FEES	360	610	150	350	500	500	500
414.304 - COMPUTER & DATA SERVICES	110	535	265	-	300	300	300
414.356 - STATE ELECTION REIMBURSEMENTS	1,934	2,358	2,274	-	-	-	-
414.357 - SPECIAL DISTRICT REIMBURSEMENTS	7,687	25,475	-	8,000	15,000	15,000	15,000
421.241 - MISC RECEIPTS	-	28	-	-	-	-	-
421.251 - REIMBURSED TRAVEL	-	-	-	-	-	-	-
<b>Requirements</b>	<b>79,100</b>	<b>111,325</b>	<b>81,342</b>	<b>102,999</b>	<b>101,438</b>	<b>101,438</b>	<b>101,438</b>
COUNTY CLERK	79,100	111,325	81,342	102,999	101,438	101,438	101,438
<b>ELECTIONS</b>	<b>79,100</b>	<b>111,325</b>	<b>81,342</b>	<b>102,999</b>	<b>101,438</b>	<b>101,438</b>	<b>101,438</b>
PERSONNEL	50,971	57,671	47,936	53,211	59,198	59,198	59,198
51040 - ELECTION WORKERS	5,952	6,462	1,892	5,496	4,600	4,600	4,600
51043 - OFFICE SPECIALIST II	31,727	33,647	32,213	34,529	35,352	35,352	35,352
51269 - SEASONAL/TEMPORARY	-	3,038	-	3,504	1,600	1,600	1,600
51602 - OVERTIME	-	304	-	408	408	408	408
51680 - VACATION CASH OUT	-	-	-	-	-	-	-
51681 - COMP/HOLIDAY BANK CASHOUT	-	135	-	-	-	-	-
51701 - FICA	2,548	2,847	2,524	300	3,210	3,210	3,210
51705 - WORKERS' COMPENSATION	8	65	47	63	117	117	117
51721 - PERS	2,799	3,008	3,711	47	4,120	4,120	4,120
51729 - HEALTH INSURANCE	7,063	7,279	6,781	7,966	8,898	8,898	8,898
51730 - DENTAL INSURANCE	693	681	585	688	679	679	679
51732 - LONG TERM DISABILITY	154	178	159	183	187	187	187
51733 - LIFE INSURANCE	27	27	24	27	27	27	27
MATERIALS & SERVICES	28,129	53,654	33,405	49,787	42,239	42,239	42,239
52115 - LEGAL NOTICES & PUBLISHING	90	377	250	250	360	360	360
52117 - POSTAGE - VOTE BY MAIL	3,988	5,239	6,742	6,742	6,996	6,996	6,996
52122 - TELEPHONE	268	313	206	200	300	300	300
52401 - CONTRACTED SERVICES	4,135	14,344	3,913	7,300	6,145	6,145	6,145

Fd#	101	General Fund
Dept#	15	County Clerk
SubDept#	5125	Elections

Row Labels	Data						
	FY16 Actuals	FY17 Actuals	FY18 Projected	FY18 Budget	FY19 Proposal	FY19 Approved	FY19 Adopted
52601 - EQUIPMENT - NON CAPITAL	-	3,224	-	600	600	600	600
52651 - EQUIPMENT - REPAIR & MAINTENANCE	500	-	660	500	500	500	500
52654 - ESS - LICENSE & MAINTENANCE	5,204	5,204	-	-	-	-	-
52665 - OCVR R&M	3,358	3,358	5,037	3,623	3,732	3,732	3,732
52711 - MEALS LODGING & REGISTRATION	1,850	1,601	2,965	2,965	3,360	3,360	3,360
52731 - TRAVEL & MILEAGE	183	170	675	250	300	300	300
52909 - SUPPLIES	1,366	759	1,011	1,054	1,080	1,080	1,080
52911 - SUPPLIES - PRINTED	922	6,530	6,728	6,728	4,866	4,866	4,866
52970 - BALLOT PRINTING	6,265	12,535	5,218	19,575	14,000	14,000	14,000
CAPITAL OUTLAY	-	-	-	1	1	1	1
53301 - EQUIPMENT - CAPITAL	-	-	-	1	1	1	1



# OPERATING BUDGET SUMMARY

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## CLERK RECORDS FUND (237) COUNTY CLERK (15) CLERK RECORDS (5237)

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1. Community impacts/main services provided: Dedicated fund expended for restoration of historical documents and support of the records management program.
2. Fund balance/fiscal health:

Year	FTE	Budget	Actual	Variance \$	Variance %
15/16	0	40,550	12,382	28,168	69%
16/17	0	50,825	2,500	48,325	95%
17/18	0	44,802	9,675	35,127	78%
			(estimated)		
18/19	0	44,132			

3. Significant budget impacts or changes (include recent FTE changes):

In 2017-18 we began implementation of a Records Management Program, including upgrades to the Clerk’s historical document vault. We hope to finish the vault project in FY19, and we will still need to move documents from the basement archive room where there is potential for water damage.

We will continue doing book preservation each year for 2-3 books that are exhibiting the most significant deterioration. If budget allows, we will consider outsourcing the back-indexing of deeds as part of our Wasco County Strategic Plan to make records available through the GIS map.

4. Opportunities to Enhance Revenue

The Clerks Records Fund is a dedicated, ongoing fund based on recording revenue: it receives \$.50 from a \$10.00 A&T fee, \$1.00 from a \$10.00 Land Corner Fee, and \$.75 from a \$18.75 GIS Fee assessed to each recorded document. As such, the fund continues to build each year based solely on the number of recordings that incur the above fees.

5. Capital Needs:

This fund builds until there is enough money to do a capital project. We do not have any significant capital expenditures planned for FY19.

6. Extraordinary issues to deal with in the near future:

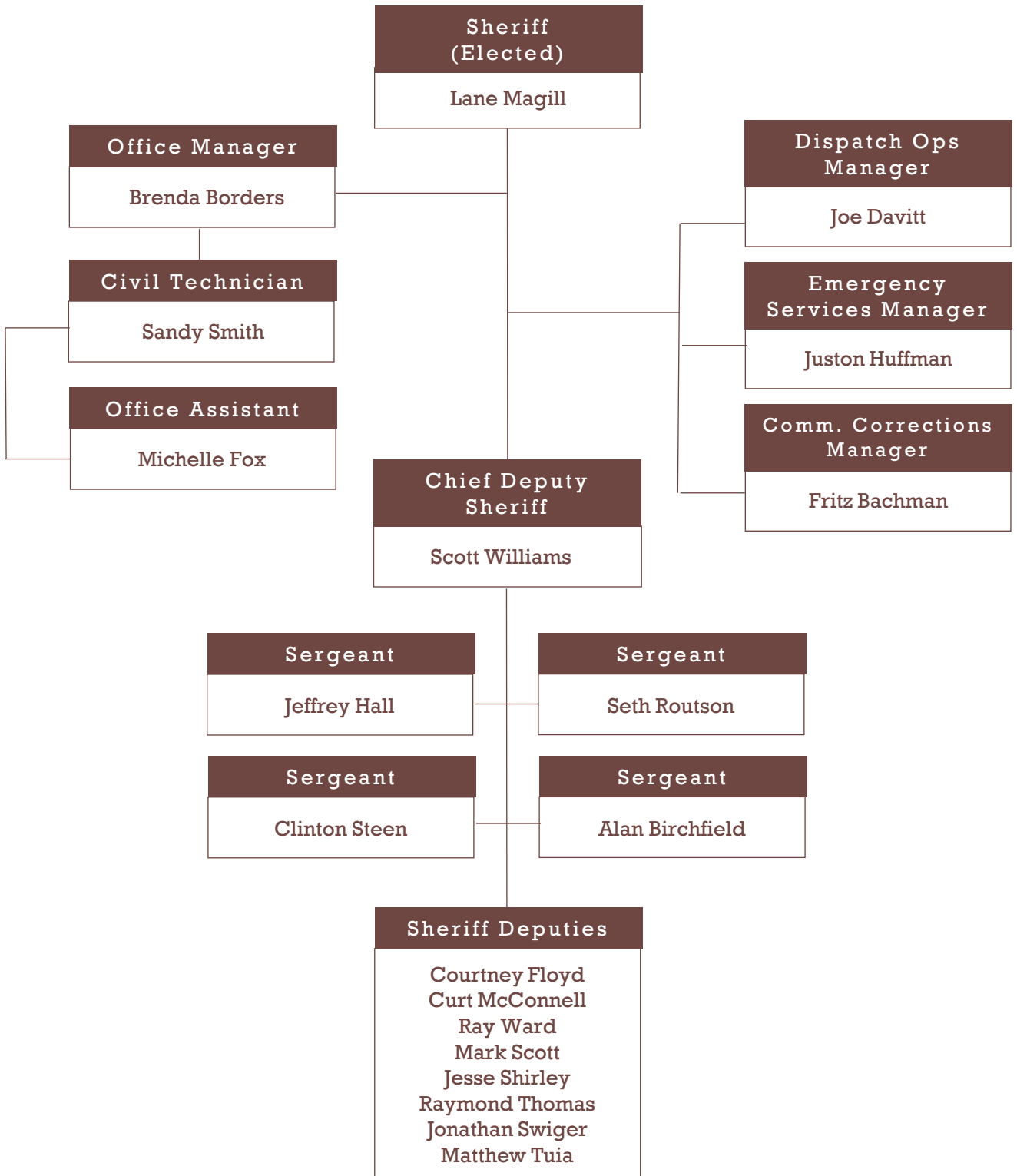
See the County Clerk impact sheet for potential issues in relation to Records Management.

Fd#	237	Clerk Records Fund
Dept#	(All)	County Clerk
SubDept#	(All)	Records

Row Labels	Data						
	FY16 Actuals	FY17 Actuals	FY18 Projected	FY18 Budget	FY19 Proposal	FY19 Approved	FY19 Adopted
<b>CLERK RECORDS FUND</b>							
<b>Resources</b>	<b>44,662</b>	<b>42,681</b>	<b>44,107</b>	<b>44,802</b>	<b>44,132</b>	<b>44,132</b>	<b>44,132</b>
NON-DEPARTMENTAL RESOURCES	35,269	32,618	34,315	37,502	34,732	34,732	34,732
<b>CLERK RECORDS RESOURCES</b>	<b>35,269</b>	<b>32,618</b>	<b>34,315</b>	<b>37,502</b>	<b>34,732</b>	<b>34,732</b>	<b>34,732</b>
RESOURCES	35,269	32,618	34,315	37,502	34,732	34,732	34,732
400.237 - BEGINNING FUND BALANCE	35,063	32,280	33,983	37,327	34,432	34,432	34,432
417.104 - INTEREST EARNED	206	338	332	175	300	300	300
COUNTY CLERK	9,393	10,063	9,793	7,300	9,400	9,400	9,400
<b>CLERKS RECORDS</b>	<b>9,393</b>	<b>10,063</b>	<b>9,793</b>	<b>7,300</b>	<b>9,400</b>	<b>9,400</b>	<b>9,400</b>
RESOURCES	9,393	10,063	9,793	7,300	9,400	9,400	9,400
411.112 - A&T FEES (\$.50)	2,440	2,680	2,432	1,800	2,400	2,400	2,400
411.153 - LAND CORNER FEES(\$1)	4,000	4,219	4,206	3,000	4,000	4,000	4,000
411.192 - GIS FEES	2,953	3,164	3,155	2,500	3,000	3,000	3,000
<b>Requirements</b>	<b>12,382</b>	<b>8,698</b>	<b>9,675</b>	<b>44,802</b>	<b>44,132</b>	<b>44,132</b>	<b>44,132</b>
COUNTY CLERK	12,382	8,698	9,675	18,500	10,217	10,217	10,217
<b>CLERKS RECORDS</b>	<b>12,382</b>	<b>8,698</b>	<b>9,675</b>	<b>18,500</b>	<b>10,217</b>	<b>10,217</b>	<b>10,217</b>
MATERIALS & SERVICES	12,382	8,698	9,637	13,500	10,217	10,217	10,217
52401 - CONTRACTED SERVICES	12,382	7,444	6,075	10,000	7,717	7,717	7,717
52601 - EQUIPMENT - NON CAPITAL	-	1,254	3,562	3,500	2,500	2,500	2,500
CAPITAL OUTLAY	-	-	38	5,000	-	-	-
53301 - EQUIPMENT - CAPITAL	-	-	38	5,000	-	-	-
NON-DEPARTMENTAL EXPENDITURES	-	-	-	26,302	33,915	33,915	33,915
<b>CLERKS RECORDS EXPENDITURES</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>26,302</b>	<b>33,915</b>	<b>33,915</b>	<b>33,915</b>
CONTINGENCY	-	-	-	26,302	33,915	33,915	33,915
57229 - CONTINGENCY	-	-	-	26,302	33,915	33,915	33,915

# ORGANIZATIONAL CHART

## SHERIFF



# OPERATING BUDGET SUMMARY

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## GENERAL FUND (101) SHERIFF (16) EMERGENCY MANAGEMENT (5126)

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1. Community impacts/main services provided
2. Fund balance/fiscal health:

<b>Year</b>	<b>FTE</b>	<b>Budget</b>	<b>Actual</b>	<b>Variance \$</b>	<b>Variance %</b>
15/16	0.75	123,294	94,826	28,468	23%
16/17	0.75	139,861	123,305	16,556	12%
17/18	1	137,115	126,356	10,759	8%
			(estimated)		
18/19	1	171,242			

3. Significant budget impacts or changes (include recent FTE changes): The EOC has applied for additional grant funding for the Wasco County and if awarded the amount the funds will be managed by the Sheriff's Office and EOC.
4. Opportunities to Enhance Revenue: This will be the first full budget year with a full time Emergency Manager, thus increasing revenue from the State of Oregon. This funding stream is a 50% match to Wasco County.
5. Capital Needs: N/A
6. Extraordinary issues to deal with in the near future (retirements, laws/mandates, etc.): N/A

Fd#	101	General Fund
Dept#	16	Sheriff's Office
SubDept#	5126	Emergency Management

Row Labels	Data						
	FY16 Actuals	FY17 Actuals	FY18 Projected	FY18 Budget	FY19 Proposal	FY19 Approved	FY19 Adopted
<b>GENERAL FUND</b>							
<b>Resources</b>	<b>45,193</b>	<b>125,089</b>	<b>58,965</b>	<b>58,965</b>	<b>133,505</b>	<b>58,965</b>	<b>58,965</b>
SHERIFF	45,193	125,089	58,965	58,965	133,505	58,965	58,965
<b>EMERGENCY MANAGEMENT</b>	<b>45,193</b>	<b>125,089</b>	<b>58,965</b>	<b>58,965</b>	<b>133,505</b>	<b>58,965</b>	<b>58,965</b>
RESOURCES	45,193	125,089	58,965	58,965	133,505	58,965	58,965
413.862 - STATE FOR EM SERVICES - #97.042	29,568	30,587	47,465	47,465	47,465	47,465	47,465
413.912 - STATE HOMELAND SECURITY - #97.073	2,725	83,002	-	-	74,540	-	-
414.305 - CITY OF DUFUR	1,500	1,500	1,500	1,500	1,500	1,500	1,500
414.306 - CITY OF MAUPIN	1,000	1,000	1,000	1,000	1,000	1,000	1,000
414.307 - CITY OF MOSIER	1,000	-	-	-	-	-	-
414.308 - CITY OF THE DALLES	9,000	9,000	9,000	9,000	9,000	9,000	9,000
421.241 - MISC RECEIPTS	400	-	-	-	-	-	-
<b>Requirements</b>	<b>94,830</b>	<b>123,305</b>	<b>126,356</b>	<b>137,115</b>	<b>171,242</b>	<b>96,702</b>	<b>96,702</b>
SHERIFF	94,830	123,305	126,356	137,115	171,242	96,702	96,702
<b>EMERGENCY MANAGEMENT</b>	<b>94,830</b>	<b>123,305</b>	<b>126,356</b>	<b>137,115</b>	<b>171,242</b>	<b>96,702</b>	<b>96,702</b>
PERSONNEL	54,220	59,295	73,391	80,230	83,002	83,002	83,002
51108 - EMERG MGMT COORDINATOR	40,151	42,623	55,084	58,590	61,176	61,176	61,176
51602 - OVERTIME	1,112	860	-	1,008	-	-	-
51681 - COMP/HOLIDAY BANK CASHOUT	312	462	-	300	-	-	-
51701 - FICA	3,180	3,362	4,214	4,482	4,680	4,680	4,680
51705 - WORKERS' COMPENSATION	30	45	97	108	170	170	170
51721 - PERS	3,477	3,729	6,346	6,750	7,048	7,048	7,048
51729 - HEALTH INSURANCE	5,278	7,279	6,781	7,966	8,898	8,898	8,898
51730 - DENTAL INSURANCE	516	681	585	688	679	679	679
51732 - LONG TERM DISABILITY	146	227	260	311	324	324	324
51733 - LIFE INSURANCE	18	27	24	27	27	27	27
MATERIALS & SERVICES	10,064	7,606	10,780	14,700	13,700	13,700	13,700
52122 - TELEPHONE	1,520	913	999	1,200	1,200	1,200	1,200
52604 - EQUIPMENT - OFFICE	1,105	284	523	3,000	1,500	1,500	1,500
52651 - EQUIPMENT - REPAIR & MAINTENANCE	33	375	49	500	1,500	1,500	1,500
52656 - GAS & OIL	598	1,050	1,407	1,200	1,200	1,200	1,200
52657 - VEHICLE - REPAIR & MAINTENANCE	-	159	1,000	1,000	1,000	1,000	1,000
52701 - TRAINING & EDUCATION	559	82	1,000	1,000	1,000	1,000	1,000

Fd#	101	General Fund
Dept#	16	Sheriff's Office
SubDept#	5126	Emergency Management

Row Labels	Data						
	FY16 Actuals	FY17 Actuals	FY18 Projected	FY18 Budget	FY19 Proposal	FY19 Approved	FY19 Adopted
52711 - MEALS LODGING & REGISTRATION	1,190	740	302	1,300	1,300	1,300	1,300
52919 - SUPPLIES - EQUIPMENT	5,059	4,003	5,500	5,500	5,000	5,000	5,000
CAPITAL OUTLAY	30,546	56,404	42,185	42,185	74,540	-	-
53301 - EQUIPMENT - CAPITAL	30,546	56,404	42,185	42,185	74,540	-	-

# OPERATING BUDGET SUMMARY

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## GENERAL FUND (101) SHERIFF (16) MARINE PATROL (5130)

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1. Community impacts/main services provided:
2. Fund balance/fiscal health:

<b>Year</b>	<b>FTE</b>	<b>Budget</b>	<b>Actual</b>	<b>Variance \$</b>	<b>Variance %</b>
15/16	0.5	52,403	48,207	4,196	8%
16/17	0.5	50,369	56,329	(5,960)	-12%
17/18	0.5	56,694	56,305	389	1%
			(estimated)		
18/19	0.5	56,154			

3. Significant budget impacts or changes (include recent FTE changes): N/A
4. Opportunities to Enhance Revenue: N/A
5. Capital Needs: N/A
6. Extraordinary issues to deal with in the near future (retirements, laws/mandates, etc.): There is a strong possibility the assigned deputy for '18/'19 may leave for Oregon State Police. If this happens the office will need to remove a deputy from the road to cover the OSMB agreement. As of this time it is unclear if the assigned marine deputy will be hired at OSP prior to June 30th 2018.

Fd#	101	General Fund
Dept#	16	Sheriff's Office
SubDept#	5130	Marine Patrol

Row Labels	Data						
	FY16 Actuals	FY17 Actuals	FY18 Projected	FY18 Budget	FY19 Proposal	FY19 Approved	FY19 Adopted
<b>GENERAL FUND</b>							
<b>Resources</b>	<b>70,376</b>	<b>26,608</b>	<b>54,946</b>	<b>55,828</b>	<b>56,154</b>	<b>56,154</b>	<b>56,154</b>
SHERIFF	70,376	26,608	54,946	55,828	56,154	56,154	56,154
<b>MARINE PATROL</b>	<b>70,376</b>	<b>26,608</b>	<b>54,946</b>	<b>55,828</b>	<b>56,154</b>	<b>56,154</b>	<b>56,154</b>
RESOURCES	70,376	26,608	54,946	55,828	56,154	56,154	56,154
412.681 - STATE GRANT/REIMBURSEMENT	70,376	26,608	54,946	55,828	56,154	56,154	56,154
<b>Requirements</b>	<b>48,207</b>	<b>56,329</b>	<b>56,305</b>	<b>56,694</b>	<b>56,154</b>	<b>56,154</b>	<b>56,154</b>
SHERIFF	48,207	56,329	56,305	56,694	56,154	56,154	56,154
<b>MARINE PATROL</b>	<b>48,207</b>	<b>56,329</b>	<b>56,305</b>	<b>56,694</b>	<b>56,154</b>	<b>56,154</b>	<b>56,154</b>
PERSONNEL	44,178	49,085	48,509	48,509	51,013	51,013	51,013
51109 - MARINE DEPUTY (6 MO)	25,815	27,666	29,017	29,017	28,121	28,121	28,121
51110 - PART TIME - MARINE PATROL	1,228	64	-	-	-	-	-
51602 - OVERTIME	1,829	2,116	1,992	1,992	1,992	1,992	1,992
51681 - COMP/HOLIDAY BANK CASHOUT	-	569	-	-	-	-	-
51701 - FICA	1,936	2,136	2,173	2,173	2,114	2,114	2,114
51705 - WORKERS' COMPENSATION	188	3,996	822	822	848	848	848
51721 - PERS	5,354	5,638	6,912	6,912	6,712	6,712	6,712
51729 - HEALTH INSURANCE	7,419	6,494	7,181	7,181	10,805	10,805	10,805
51730 - DENTAL INSURANCE	342	340	344	344	340	340	340
51731 - LONG TERM DISABILITY - SHERIFF	54	53	54	54	54	54	54
51733 - LIFE INSURANCE	13	13	14	14	27	27	27
MATERIALS & SERVICES	4,029	7,244	7,796	8,185	5,141	5,141	5,141
52655 - BOAT - OPERATION & MAINTENANCE	2,084	3,955	1,500	1,500	1,650	1,650	1,650
52656 - GAS & OIL	154	1,866	4,485	4,485	2,191	2,191	2,191
52701 - TRAINING & EDUCATION	912	649	1,500	1,500	1,000	1,000	1,000
52909 - SUPPLIES	879	774	311	700	300	300	300
CAPITAL OUTLAY	-	-	-	-	-	-	-
53301 - EQUIPMENT - CAPITAL	-	-	-	-	-	-	-



# OPERATING BUDGET SUMMARY

## GENERAL FUND (101) SHERIFF (16) LAW ENFORCEMENT (5131)

1. Community impacts/main services provided:
2. Fund balance/fiscal health

Year	FTE	Budget	Actual	Variance \$	Variance %
15/16	20	2,028,101	1,942,198	85,903	4%
16/17	20	2,142,315	2,051,932	90,383	4%
17/18	20	2,186,464	1,972,702	213,762	10%
			(estimated)		
18/19	20	2,150,426			

3. Significant budget impacts or changes (include recent FTE changes): As of April 1<sup>st</sup> 2018 the Sheriff's Office has been in the process of replacing two (2) deputy positions. However an additional employee has left the agency around April 1<sup>st</sup> 2018 and we are now in the process of filling that position as well.

In addition the Sheriff was advised in late April that two deputies (1-Sgt. & 1 Patrol Deputy) have applied with the Oregon State Police. Based on the training and experience of both employees there is as strong possibility they will leave this agency. The reason for leaving this agency is pay and benefits. Based on the OSP process we would estimate both employees may be hired by that agency sometime in June or early July 2018.

The Sheriff's Office was able to cut \$12,100 from the 2018/19 budget, however there is some concern in the Materials and Services for the cost of fuel for 2018/19. It appears there could be a 10-15% increase in the next 6-12 months. There may be some additional cost(s) to the Bullet Proof Vest Line Item due to the above stated reasons and having to replace personnel.

4. Opportunities to Enhance Revenue: Revenue continues to be steady, however we do estimate a small increase in revenue with general fees at the Sheriff's Office. Additionally, the Oregon Parks and Recreation District (Deschutes River) will be fully utilized this year due to adding two (2) temporary full time employees to handle the contract obligations.

The Sheriff's Office was also advised in March 2018 it has secured \$18,260 for USFS patrols and \$10,000 for BLM patrols for fiscal year 2018/19.

5. Capital Needs: N/A
6. Extraordinary issues to deal with in the near future (retirements, laws/mandates, etc): As noted above the Sheriff's Office will be hiring a number of employees for this and next fiscal year. There appears to be no major budget impacts from this process, however if the agency loses two employees, as stated above, this will have some impact on the current budget and possibly the 2018/19 budget as vacation/comp etc. pay-outs will need to take place.

Fd#	101	General Fund
Dept#	16	Sheriff's Office
SubDept#	5131	Law Enforcement

Row Labels	Data						
	FY16 Actuals	FY17 Actuals	FY18 Projected	FY18 Budget	FY19 Proposal	FY19 Approved	FY19 Adopted
<b>GENERAL FUND</b>							
<b>Resources</b>	<b>279,906</b>	<b>258,898</b>	<b>256,235</b>	<b>232,510</b>	<b>277,860</b>	<b>277,860</b>	<b>277,860</b>
SHERIFF	279,906	258,898	256,235	232,510	277,860	277,860	277,860
<b>LAW ENFORCEMENT</b>	<b>279,906</b>	<b>258,898</b>	<b>256,235</b>	<b>232,510</b>	<b>277,860</b>	<b>277,860</b>	<b>277,860</b>
RESOURCES	279,906	258,898	256,235	232,510	277,860	277,860	277,860
411.146 - GUN PERMITS AND FINGERPRINT FEES	40,475	42,535	34,920	32,000	36,000	36,000	36,000
411.168 - CIVIL FEES	49,315	44,626	44,815	40,000	45,000	45,000	45,000
412.636 - FOREST PATROL	8,648	21,193	15,260	15,260	18,260	18,260	18,260
412.682 - OREGON STATE PARKS	94,634	56,394	80,000	80,000	85,000	85,000	85,000
412.695 - BLM PATROL	4,409	10,841	7,000	7,000	10,000	10,000	10,000
412.702 - MARIJUANA TAX DISTRIBUTION	-	-	-	-	30,000	30,000	30,000
413.867 - BULLETPROOF VEST PARTNERSHIP - #16.607	1,295	347	653	700	1,050	1,050	1,050
414.347 - SHERIFF TRANSPORT M H	682	2,104	3,815	1,000	2,000	2,000	2,000
416.371 - TRAFFIC FINES	36,466	51,429	57,078	42,000	40,000	40,000	40,000
416.374 - COURT FINES ORS 609.060	9,332	654	-	-	-	-	-
421.241 - MISC RECEIPTS	27,727	24,384	10,126	9,500	5,500	5,500	5,500
421.242 - PHOTO/DIGITAL COPY FEES	635	692	630	750	750	750	750
421.245 - PAYROLL REIMBURSEMENT	1,128	189	302	300	300	300	300
421.257 - MISCELLANEOUS REFUNDS	-	-	-	-	-	-	-
422.120 - PASS THRU TO OREGON STATE	5,160	3,510	1,635	4,000	4,000	4,000	4,000
<b>Requirements</b>	<b>1,942,198</b>	<b>2,051,932</b>	<b>1,972,702</b>	<b>2,190,964</b>	<b>2,161,418</b>	<b>2,161,418</b>	<b>2,161,418</b>
SHERIFF	1,942,198	2,051,932	1,972,702	2,190,964	2,161,418	2,161,418	2,161,418
<b>LAW ENFORCEMENT</b>	<b>1,942,198</b>	<b>2,051,932</b>	<b>1,972,702</b>	<b>2,190,964</b>	<b>2,161,418</b>	<b>2,161,418</b>	<b>2,161,418</b>
PERSONNEL	1,725,515	1,831,561	1,769,978	1,945,864	1,941,918	1,941,918	1,941,918
51100 - SHERIFF	80,693	82,710	80,720	86,112	89,112	89,112	89,112
51101 - CHIEF DEPUTY SHERIFF	73,142	76,141	72,863	78,036	78,198	78,198	78,198
51102 - CIVIL TECHNICIAN	40,267	42,913	41,112	43,464	43,464	43,464	43,464
51103 - SERGEANTS	265,338	278,028	301,110	281,316	277,680	277,680	277,680
51104 - DEPUTY SHERIFFS	539,889	574,504	498,970	607,000	562,826	562,826	562,826
51105 - OFFICE ASSISTANT - SHERIFF	30,389	32,310	31,083	33,021	34,284	34,284	34,284
51106 - OFFICE MANAGER	48,417	49,274	46,194	49,935	51,185	51,185	51,185
51107 - PART TIME - SHERIFF	5,422	5,238	8,374	10,248	47,136	47,136	47,136
51111 - FOREST CONTRACT DEPUTY	6,685	8,822	8,955	-	-	-	-

Fd#	101	General Fund
Dept#	16	Sheriff's Office
SubDept#	5131	Law Enforcement

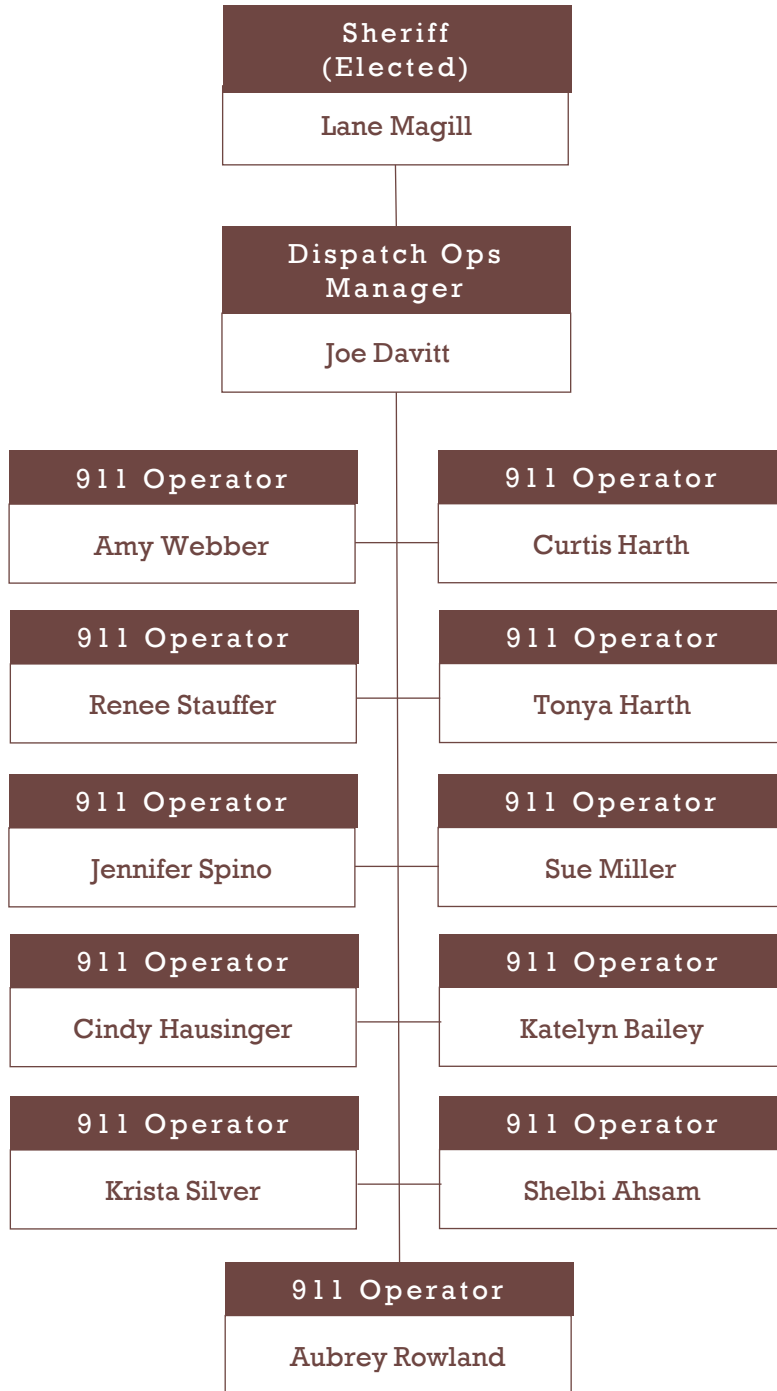
Row Labels	Data						
	FY16 Actuals	FY17 Actuals	FY18 Projected	FY18 Budget	FY19 Proposal	FY19 Approved	FY19 Adopted
51124 - OFF HIGHWAY VEHICLE ENFORCEMENT	28	-	1,625	-	-	-	-
51125 - BLM CONTRACT PATROL	2,121	7,914	3,619	-	-	-	-
51269 - SEASONAL/TEMPORARY	-	-	609	3,000	3,000	3,000	3,000
51602 - OVERTIME	73,004	68,134	77,057	60,000	55,008	55,008	55,008
51621 - CELL PHONE ALLOWANCE	475	-	-	600	-	-	-
51624 - TRAINING STIPEND	75	150	-	-	-	-	-
51640 - LONGEVITY	-	-	-	-	-	-	-
51641 - CERTIFICATE	-	-	-	-	-	-	-
51680 - VACATION CASH OUT	8,876	11,426	3,215	5,000	4,992	4,992	4,992
51681 - COMP/HOLIDAY BANK CASHOUT	1,446	4,398	4,192	1,400	3,000	3,000	3,000
51682 - HOLIDAY BANK CASHOUT	3,324	1,462	2,437	3,000	3,000	3,000	3,000
51701 - FICA	84,565	89,108	84,650	90,217	90,342	90,342	90,342
51705 - WORKERS' COMPENSATION	7,254	20,745	18,309	29,906	31,540	31,540	31,540
51721 - PERS	199,821	209,963	247,575	261,153	245,551	245,551	245,551
51729 - HEALTH INSURANCE	237,187	251,090	222,495	284,529	303,442	303,442	303,442
51730 - DENTAL INSURANCE	13,107	12,916	10,822	13,425	13,287	13,287	13,287
51731 - LONG TERM DISABILITY - SHERIFF	1,305	1,315	1,138	1,350	1,350	1,350	1,350
51732 - LONG TERM DISABILITY	2,179	2,490	2,364	2,626	2,630	2,630	2,630
51733 - LIFE INSURANCE	506	510	490	526	891	891	891
51734 - LIFE INSURANCE - RESERVES	-	-	-	-	-	-	-
MATERIALS & SERVICES	216,683	220,371	202,724	235,100	219,500	219,500	219,500
52115 - LEGAL NOTICES & PUBLISHING	250	79	-	300	500	500	500
52122 - TELEPHONE	6,309	8,029	8,530	6,500	7,500	7,500	7,500
52129 - VESTS	-	694	1,400	1,400	2,100	2,100	2,100
52320 - INMATE & MENTAL TRANSPORTS	82	95	500	500	500	500	500
52331 - MEDICAL CARE/ASSESSMENT	-	392	-	-	500	500	500
52340 - REFUNDS	90	25	54	250	100	100	100
52347 - SPECIAL INVESTIGATIONS	1,941	761	5,331	4,500	4,500	4,500	4,500
52376 - MENT/PHY EXAMS - NEW HIRES	858	124	-	650	400	400	400
52389 - LAW ENFORCEMENT PAYMENTS	5,153	3,195	2,430	4,000	4,000	4,000	4,000
52401 - CONTRACTED SERVICES	7,561	8,105	17,141	9,000	11,500	11,500	11,500
52602 - EQUIPMENT - ELECTRONIC	2,131	6,177	6,295	9,000	8,000	8,000	8,000
52604 - EQUIPMENT - OFFICE	774	921	8,219	7,000	1,000	1,000	1,000

Fd#	101	General Fund
Dept#	16	Sheriff's Office
SubDept#	5131	Law Enforcement

Row Labels	Data						
	FY16 Actuals	FY17 Actuals	FY18 Projected	FY18 Budget	FY19 Proposal	FY19 Approved	FY19 Adopted
52606 - EQUIPMENT - RESERVES	512	783	3,288	3,000	3,000	3,000	3,000
52607 - EQUIPMENT - UNIFORM	3,845	6,806	4,179	7,000	7,000	7,000	7,000
52651 - EQUIPMENT - REPAIR & MAINTENANCE	350	125	1,677	-	400	400	400
52653 - RADIO MAINTENANCE & REPAIR	2,767	3,385	5,673	5,000	5,000	5,000	5,000
52656 - GAS & OIL	71,385	52,272	59,725	55,000	60,000	60,000	60,000
52657 - VEHICLE - REPAIR & MAINTENANCE	22,760	29,534	16,866	16,000	13,000	13,000	13,000
52661 - TIRES	10,947	13,968	13,051	15,000	13,000	13,000	13,000
52663 - VEHICLE - SET-UP	24,908	25,288	-	26,000	16,000	16,000	16,000
52702 - TRAINING & EDUCATION - S & R	4,022	5,820	5,705	6,000	6,000	6,000	6,000
52711 - MEALS LODGING & REGISTRATION	23,684	20,566	20,338	22,000	22,000	22,000	22,000
52879 - UTILITIES - SPECIAL	7,517	7,006	7,652	7,500	7,500	7,500	7,500
52909 - SUPPLIES	7,065	8,374	7,735	11,500	8,000	8,000	8,000
52910 - SUPPLIES - OFFICE	4,987	5,131	4,773	5,000	5,000	5,000	5,000
52930 - SUPPLIES - NEIGHBOR WATCH	486	470	694	500	500	500	500
52941 - SUPPLIES - FIREARMS	6,299	12,246	1,469	12,500	12,500	12,500	12,500
CAPITAL OUTLAY	-	-	-	10,000	-	-	-
53301 - EQUIPMENT - CAPITAL	-	-	-	10,000	-	-	-

# ORGANIZATIONAL CHART

## 911 COMMUNICATIONS



# OPERATING BUDGET SUMMARY

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## 911 COMMUNICATIONS (220) SHERIFF (16) 911 (5220)

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1. Community impacts/main services provided: Provide dispatch services for two law enforcement agencies and ten fire agencies in Wasco County. Provide 911 and non-emergent police and fire services to Wasco County.
2. Fund balance/fiscal health:

Year	FTE	Budget	Actual	Variance \$	Variance %
15/16	10.2	975,570	972,898	2,672	0%
16/17	10.2	1,000,111	994,870	5,241	1%
17/18	11.2	1,070,425	1,044,720	25,705	2%
			(estimated)		
18/19	11.2	1,220,712			

3. Significant budget impacts or changes (include recent FTE changes): Funding changes from the City of The Dalles.
4. Opportunities to Enhance Revenue: Nothing of significance.
5. Capital Needs: Need new computers for CAD system, current computers are past operating life.
6. Extraordinary issues to deal with in the near future (retirements, laws/mandates, etc): Exploring the feasibility of creating 911 as its own tax base.

Fd#	220	911 Communications
Dept#	(All)	Sheriff's Office
SubDept#	(All)	911

Row Labels	Data FY16 Actuals	FY17 Actuals	FY18 Projected	FY18 Budget	FY19 Proposal	FY19 Approved	FY19 Adopted
<b>911 COMMUNICATIONS FUND</b>							
<b>Resources</b>	<b>792,837</b>	<b>1,023,755</b>	<b>1,071,931</b>	<b>1,132,467</b>	<b>1,220,712</b>	<b>1,220,712</b>	<b>1,220,712</b>
NON-DEPARTMENTAL RESOURCES	167,793	176,452	213,322	273,703	276,284	276,284	276,284
<b>911 COMMUNICATION RESOURCES</b>	<b>167,793</b>	<b>176,452</b>	<b>213,322</b>	<b>273,703</b>	<b>276,284</b>	<b>276,284</b>	<b>276,284</b>
RESOURCES	167,793	176,452	213,322	273,703	276,284	276,284	276,284
400.022 - BEGINNING FUND BALANCE	(51,583)	(65,238)	28,888	27,519	27,211	27,211	27,211
417.104 - INTEREST EARNED	138	528	447	155	155	155	155
450.101 - TRANSFER FROM GENERAL FUND	219,238	241,162	183,987	183,987	248,918	248,918	248,918
450.324 - TRANSFER FROM ROAD RESERVE FUND	-	-	-	62,042	-	-	-
SHERIFF	625,044	847,303	858,609	858,764	944,428	944,428	944,428
<b>911</b>	<b>625,044</b>	<b>847,303</b>	<b>858,609</b>	<b>858,764</b>	<b>944,428</b>	<b>944,428</b>	<b>944,428</b>
RESOURCES	625,044	847,303	858,609	858,764	944,428	944,428	944,428
412.602 - PHONE TAX-DUFUR	2,218	3,793	3,037	3,037	3,037	3,037	3,037
412.603 - PHONE TAX-MAUPIN	1,558	2,665	2,176	2,176	2,176	2,176	2,176
412.604 - PHONE TAX-MOSIER	1,613	2,796	2,235	2,235	2,235	2,235	2,235
412.605 - PHONE TAX-THE DALLES	53,090	91,148	72,868	72,868	72,868	72,868	72,868
412.606 - PHONE TAX-WASCO COUNTY	182,050	316,548	252,592	252,592	252,592	252,592	252,592
414.301 - CONTRACT-THE DALLES 911 SHARE	321,745	348,884	445,815	445,815	515,002	515,002	515,002
414.302 - CONTRACT-MCFR 911 SHARE	60,170	79,424	77,841	77,841	94,418	94,418	94,418
414.354 - 911 SERVICES - DALLESPORT RFD	2,000	2,000	2,000	2,000	2,000	2,000	2,000
421.241 - MISC RECEIPTS	600	-	-	200	100	100	100
421.242 - PHOTO/DIGITAL COPY FEES	-	45	45	-	-	-	-
<b>Requirements</b>	<b>972,898</b>	<b>994,870</b>	<b>1,044,720</b>	<b>1,070,425</b>	<b>1,220,712</b>	<b>1,220,712</b>	<b>1,220,712</b>
SHERIFF	972,898	994,870	1,044,720	1,054,325	1,091,584	1,091,584	1,091,584
<b>911</b>	<b>972,898</b>	<b>994,870</b>	<b>1,044,720</b>	<b>1,054,325</b>	<b>1,091,584</b>	<b>1,091,584</b>	<b>1,091,584</b>
PERSONNEL	810,918	823,000	847,144	856,332	865,287	865,287	865,287
51116 - 911 MANAGER	57,596	54,372	55,736	55,736	58,080	58,080	58,080
51117 - 911 COMMUNICATIONS OPERATORS	416,358	407,517	434,190	434,190	443,142	443,142	443,142
51118 - PART TIME - 911	33,825	18,566	18,211	23,928	24,328	24,328	24,328
51602 - OVERTIME	30,194	60,133	30,131	30,000	34,992	34,992	34,992
51622 - STIPEND	4,892	5,000	4,992	4,992	4,992	4,992	4,992
51624 - TRAINING STIPEND	225	850	413	-	-	-	-
51640 - LONGEVITY	-	-	-	-	-	-	-

Fd#	220	911 Communications
Dept#	(All)	Sheriff's Office
SubDept#	(All)	911

Row Labels	Data						
	FY16 Actuals	FY17 Actuals	FY18 Projected	FY18 Budget	FY19 Proposal	FY19 Approved	FY19 Adopted
51641 - CERTIFICATE	-	-	-	-	-	-	-
51680 - VACATION CASH OUT	6,848	5,098	-	2,500	2,496	2,496	2,496
51681 - COMP/HOLIDAY BANK CASHOUT	10,109	21,179	10,000	10,000	10,008	10,008	10,008
51682 - HOLIDAY BANK CASHOUT	1,706	4,074	2,075	1,000	1,008	1,008	1,008
51701 - FICA	41,215	41,963	38,515	39,154	41,445	41,445	41,445
51705 - WORKERS' COMPENSATION	2,793	234	(823)	1,057	1,083	1,083	1,083
51721 - PERS	88,975	90,187	110,544	110,544	116,061	116,061	116,061
51722 - STANDARD RETIREMENT	7,839	-	-	-	-	-	-
51729 - HEALTH INSURANCE	101,067	106,632	134,662	134,662	119,777	119,777	119,777
51730 - DENTAL INSURANCE	5,696	5,590	6,901	6,901	6,114	6,114	6,114
51731 - LONG TERM DISABILITY - SHERIFF	1,053	945	909	972	972	972	972
51732 - LONG TERM DISABILITY	244	386	420	372	465	465	465
51733 - LIFE INSURANCE	283	274	268	324	324	324	324
<b>MATERIALS &amp; SERVICES</b>	<b>161,980</b>	<b>171,870</b>	<b>197,576</b>	<b>197,993</b>	<b>222,371</b>	<b>222,371</b>	<b>222,371</b>
52111 - DUES & SUBSCRIPTIONS	246	179	375	375	300	300	300
52113 - INSURANCE & BONDS	1,410	1,398	1,450	1,450	1,450	1,450	1,450
52115 - LEGAL NOTICES & PUBLISHING	-	-	150	150	50	50	50
52116 - POSTAGE	10	-	50	50	50	50	50
52122 - TELEPHONE	12,532	13,879	13,000	13,000	13,000	13,000	13,000
52221 - 911 TAX - PASS THROUGH TO OTHER ENTITIES	-	-	-	-	-	-	-
52306 - EMPLOYEE MEALS	4,388	4,150	2,807	4,800	4,800	4,800	4,800
52337 - PRE-EMPLOYMENT TESTING	4,112	2,146	965	2,200	2,200	2,200	2,200
52370 - MISC EXPENDITURES	758	149	500	500	500	500	500
52398 - ADMINISTRATIVE COST	50,078	50,078	51,590	51,590	62,354	62,354	62,354
52401 - CONTRACTED SERVICES	7,500	7,500	7,500	7,500	7,500	7,500	7,500
52413 - CONTR SRVCS - COMPUTER TECHNOLOGY	35,130	35,130	36,186	36,186	39,718	39,718	39,718
52601 - EQUIPMENT - NON CAPITAL	1,295	8,155	4,000	4,000	4,000	4,000	4,000
52651 - EQUIPMENT - REPAIR & MAINTENANCE	413	461	656	1,000	1,000	1,000	1,000
52701 - TRAINING & EDUCATION	4,024	9,379	8,000	8,000	8,000	8,000	8,000
52711 - MEALS LODGING & REGISTRATION	4,714	1,984	5,373	4,000	4,000	4,000	4,000
52731 - TRAVEL & MILEAGE	180	596	625	800	800	800	800
52801 - BLDG REPAIR & MAINT	-	53	-	-	-	-	-
52830 - BUILDING - LEASE	15,106	15,106	15,106	15,106	15,363	15,363	15,363



Fd#	220	911 Communications
Dept#	(All)	Sheriff's Office
SubDept#	(All)	911

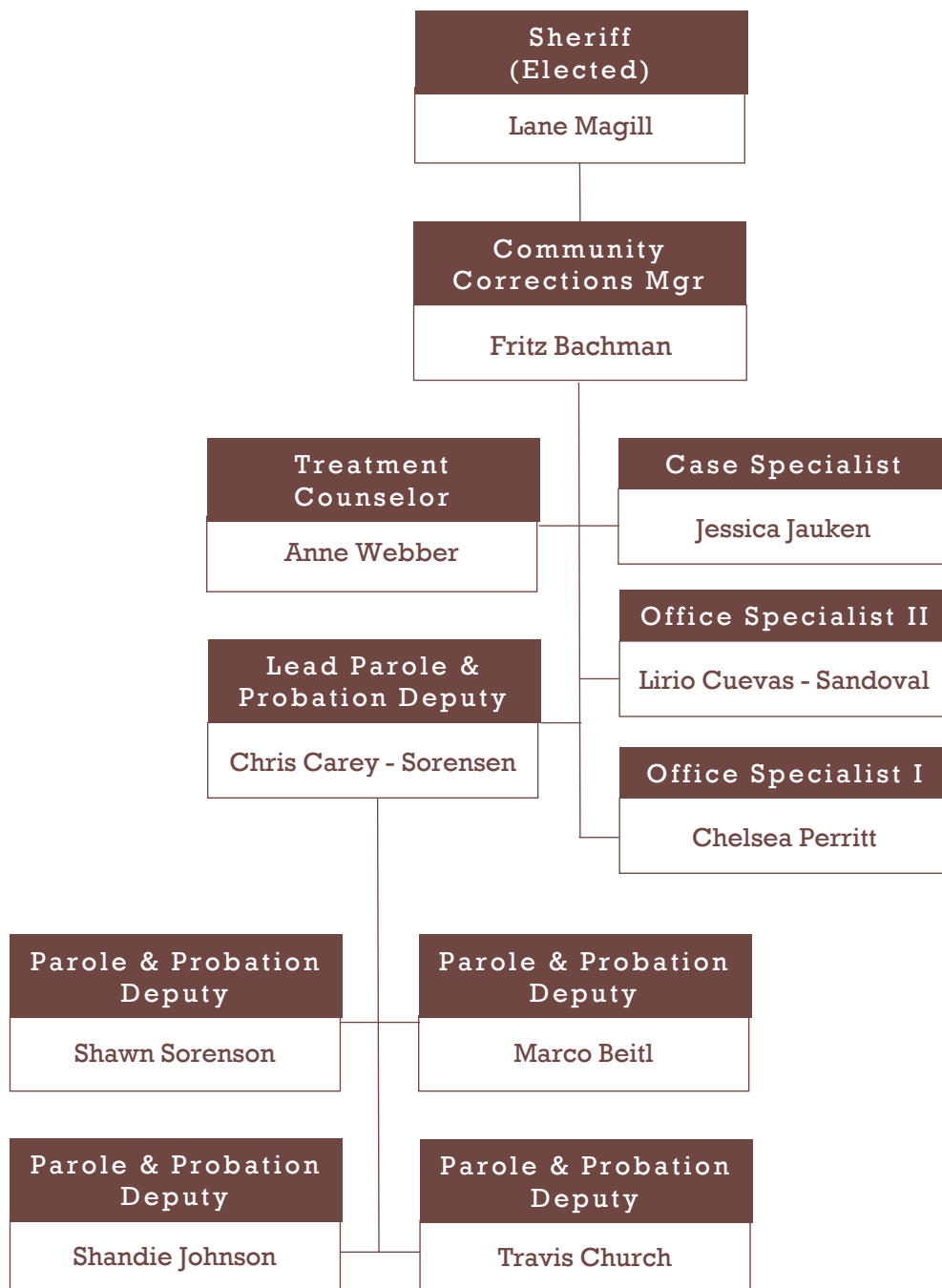
Row Labels	Data						
	FY16 Actuals	FY17 Actuals	FY18 Projected	FY18 Budget	FY19 Proposal	FY19 Approved	FY19 Adopted
52862 - MAINTENANCE AGREEMENTS	15,702	17,552	43,286	43,286	53,286	53,286	53,286
52910 - SUPPLIES - OFFICE	1,851	2,025	4,124	2,000	2,000	2,000	2,000
52928 - SUPPLIES - KITCHEN/JANITOR	1,625	970	530	1,000	1,000	1,000	1,000
52937 - SUPPLIES - PUBLIC ED	906	980	1,304	1,000	1,000	1,000	1,000
DEBT SERVICE	-	-	-	-	3,926	3,926	3,926
54307 - INTEREST	-	-	-	-	3,926	3,926	3,926
NON-DEPARTMENTAL EXPENDITURES	-	-	-	16,100	129,128	129,128	129,128
<b>911 EXPENDITURES</b>	-	-	-	<b>16,100</b>	<b>129,128</b>	<b>129,128</b>	<b>129,128</b>
TRANSFERS	-	-	-	-	73,333	73,333	73,333
55324 - TRANSFER TO 911 EQUIPMENT RESERVE FUND	-	-	-	-	30,000	30,000	30,000
55327 - TRANSFER TO OPERATING RESERVE	-	-	-	-	43,333	43,333	43,333
CONTINGENCY	-	-	-	16,100	55,795	55,795	55,795
57220 - CONTINGENCY	-	-	-	16,100	55,795	55,795	55,795

Fd#	324	911 Communications
Dept#	(All)	Sheriff's Office
SubDept#	(All)	911 Reserve

Row Labels	Data								
	FY16	Actuals	FY17	Actuals	FY18	FY18	FY19	FY19	FY19
					Projected	Budget	Proposal	Approved	Adopted
<b>911 EQUIPMENT RESERVE</b>									
<b>Resources</b>	<b>239,548</b>		<b>240,546</b>		<b>243,247</b>	<b>241,795</b>	<b>30,051</b>	<b>30,051</b>	<b>30,051</b>
NON-DEPARTMENTAL RESOURCES	239,548		240,546		243,247	241,795	30,051	30,051	30,051
<b>911 EQUIPMENT RESERVE RESOURCES</b>	<b>239,548</b>		<b>240,546</b>		<b>243,247</b>	<b>241,795</b>	<b>30,051</b>	<b>30,051</b>	<b>30,051</b>
RESOURCES	239,548		240,546		243,247	241,795	30,051	30,051	30,051
400.324 - BEGINNING FUND BALANCE	238,301		238,301		241,793	240,295	1	1	1
417.104 - INTEREST EARNED	1,247		2,245		1,454	1,500	50	50	50
450.220 - TRANSFER FROM 911 COMMUNICATIONS FUND	-		-		-	-	30,000	30,000	30,000
<b>Requirements</b>	-		-		<b>242,795</b>	<b>303,837</b>	<b>30,051</b>	<b>30,051</b>	<b>30,051</b>
SHERIFF	-		-		242,795	241,795	30,051	30,051	30,051
<b>911 EQUIPMENT RESERVE</b>	-		-		<b>242,795</b>	<b>241,795</b>	<b>30,051</b>	<b>30,051</b>	<b>30,051</b>
CAPITAL OUTLAY	-		-		242,795	241,795	30,051	30,051	30,051
53111 - CAPITAL EXPENDITURES	-		-		242,795	241,795	30,051	30,051	30,051
NON-DEPARTMENTAL EXPENDITURES	-		-		-	62,042	-	-	-
<b>911 EQUIPMENT RESERVE</b>	-		-		-	<b>62,042</b>	-	-	-
TRANSFERS	-		-		-	62,042	-	-	-
55220 - TRANSFER TO 911 COMMUNICATIONS FUND	-		-		-	62,042	-	-	-

# ORGANIZATIONAL CHART

## COMMUNITY CORRECTIONS



# OPERATING BUDGET SUMMARY

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## COMMUNITY CORRECTIONS (227) SHERIFF (16) COMMUNITY CORRECTIONS (5227)

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1. Community impacts/main services provided:

- To provide supervision and accountability to offenders sentenced to probation and parole.
- To enhance rehabilitation of offenders by addressing their criminogenic needs, thereby reducing criminality, substance abuse, and recidivism.
- To enhance community safety through crime prevention.

2. Fund balance/fiscal health:

Year	FTE	Budget	Actual	Variance \$	Variance %
15/16	7	1,252,470	1,175,854	76,616	6%
16/17	8	2,450,382	1,335,997	1,114,385	45%
17/18	9	2,063,031	1,745,717	317,314	15%
			(estimated)		
18/19	9	3,045,419			

3. Significant budget impacts or changes (include recent FTE changes):

Community Corrections is operating at the highest capacity it ever has before. This includes the number of staff, vehicles, associated equipment and amount of square footage used in our building. The effect is more impactful expenditures of State grant revenue for their intended purposes and an increase in offenders’ successful completion of supervision.

We have expanded our contract with Bridges To Change to provide additional transitional services. This allows Bridges to hire four peer mentor staff dedicated to my office and add four additional houses to the community for use by supervised offenders.

- FTE change: the promotion of one Office Specialist II positions to a new Case Specialist position (Pay Grade H).
- FTE change: the addition of one Office Specialist I position (Pay Grade E).
- Community Corrections purchased three new 2018 Police Interceptor vehicles for the Sheriff’s Office and county motor pool. This investment provides Community Corrections with one new vehicle and better hand-down vehicle options from the Sheriff’s Office.
- In collaboration with Public Health, Community Corrections invested in renovations and furnishings for the County’s Annex B upstairs office space. This was of immediate use and benefit to Public Health for temporary staff and is of long term benefit to Wasco County.
- We have maintained our higher levels of subsidies for treatment. The intent is that we keep offenders engaged and in compliance, shortening their span of treatment, reducing our liability and getting offenders off supervision more quickly. My expenditures for sex offender and domestic violence treatment remain higher than they were ever budgeted for two years ago.

- We have continued to provide triple the number of Cognitive Programs compared to two years ago, doubling the attendance in these classes. Similar to treatment the intent is to maintain offender engagement and compliance, reducing recidivism and community risk.

4. Opportunities to Enhance Revenue:

With continued support from Youth Services we have an active Work Crew program. We have merged this program with our Community Service program and in-house non-jail work sanctions so that we are a one-stop-shop. Continued focus of the Work Crew's efforts towards funded contracts such as DEQ's abatement projects can provide income to Wasco County.

We have also made office efforts to motivate supervised offenders towards paying off fees:

- A month-long "Payment Amnesty" incentive to match fee payments for a limited time period.
- An intra-office "PO Challenge" intended to motivate POs to promote clients' accountability.

5. Capital Needs:

None at this time.

6. Extraordinary issues to deal with in the near future (retirements, laws/mandates, etc):

The legislature has decriminalized many drug crimes from felonies to misdemeanors. While Community Corrections has historically received no funding to supervise misdemeanor crimes, these qualifying reduced-severity misdemeanors are still being funded by the legislature. If this were to change it would significantly impact the funding stream for community corrections offices across the State, therefore is unlikely to happen. However it is good to be aware of this change to the funding model if the consideration comes up in the future.

Fd# 227 Community Corrections  
 Dept# (All) Sheriff's Office  
 SubDept# (All) Community Corrections

Row Labels	Data FY16 Actuals	FY17 Actuals	FY18 Projected	FY18 Budget	FY19 Proposal	FY19 Approved	FY19 Adopted
<b>COMMUNITY CORRECTIONS FUND</b>							
<b>Resources</b>	<b>1,886,037</b>	<b>2,539,939</b>	<b>2,829,064</b>	<b>2,063,031</b>	<b>3,045,419</b>	<b>3,045,419</b>	<b>3,045,419</b>
NON-DEPARTMENTAL RESOURCES	260,641	720,294	1,216,405	462,707	1,093,647	1,093,647	1,093,647
<b>COMMUNITY CORRECTIONS RESOURCES</b>	<b>260,641</b>	<b>720,294</b>	<b>1,216,405</b>	<b>462,707</b>	<b>1,093,647</b>	<b>1,093,647</b>	<b>1,093,647</b>
RESOURCES	260,641	720,294	1,216,405	462,707	1,093,647	1,093,647	1,093,647
400.227 - BEGINNING FUND BALANCE	257,003	710,182	1,203,944	458,707	1,083,647	1,083,647	1,083,647
417.104 - INTEREST EARNED	3,638	10,112	12,461	4,000	10,000	10,000	10,000
SHERIFF	1,625,396	1,819,645	1,612,659	1,600,324	1,951,772	1,951,772	1,951,772
<b>COMMUNITY CORRECTIONS</b>	<b>1,625,396</b>	<b>1,819,645</b>	<b>1,612,659</b>	<b>1,600,324</b>	<b>1,951,772</b>	<b>1,951,772</b>	<b>1,951,772</b>
RESOURCES	1,625,396	1,819,645	1,612,659	1,600,324	1,951,772	1,951,772	1,951,772
411.122 - CLIENT FEES-COMM SERVICE	2,016	2,838	2,783	2,000	2,000	2,000	2,000
411.123 - CLIENT FEES-SERVICES	7,959	6,387	8,619	8,000	8,000	8,000	8,000
411.166 - CLIENT FEES - MONITORING	35	-	-	-	-	-	-
411.174 - CLIENT FEES-SUPERVISION	85,306	73,419	95,893	85,000	85,000	85,000	85,000
412.610 - TREATMENT GRANTS	103,223	-	103,000	103,000	61,552	61,552	61,552
412.630 - JUSTICE REINVEST PRGM HB3194	186,308	186,307	222,324	222,324	222,324	222,324	222,324
412.633 - DOC-GRANT IN AID - 1145 40% TO NORCOR	1,240,531	1,550,663	1,180,000	1,180,000	1,572,896	1,572,896	1,572,896
421.245 - PAYROLL REIMBURSEMENT	18	31	41	-	-	-	-
<b>Requirements</b>	<b>1,175,855</b>	<b>1,335,997</b>	<b>1,745,417</b>	<b>2,063,031</b>	<b>3,045,419</b>	<b>3,045,419</b>	<b>3,045,419</b>
SHERIFF	815,727	965,065	1,745,417	1,813,324	2,442,047	2,442,047	2,442,047
<b>COMMUNITY CORRECTIONS</b>	<b>815,727</b>	<b>965,065</b>	<b>1,745,417</b>	<b>1,813,324</b>	<b>2,442,047</b>	<b>2,442,047</b>	<b>2,442,047</b>
PERSONNEL	489,139	648,740	643,574	727,984	792,121	792,121	792,121
51119 - COMMUNITY CORRECTIONS MANAGER	45,517	61,241	58,413	62,837	65,136	65,136	65,136
51121 - PROBATION OFFICERS	184,806	244,046	246,439	267,356	270,447	270,447	270,447
51122 - OFFICE SPECIALIST II	64,654	68,200	32,531	73,938	56,508	56,508	56,508
51123 - PART TIME - COMMUNITY CORRECTIONS	6,159	4,439	10,360	228	5,352	5,352	5,352
51127 - CORRECTIONS SPECIALIST II	-	-	16,389	-	38,088	38,088	38,088
51129 - TREATMENT COUNSELOR	-	36,144	45,515	48,992	50,224	50,224	50,224
51602 - OVERTIME	4,977	7,081	6,825	4,992	4,992	4,992	4,992
51622 - STIPEND	6,132	5,477	5,250	4,992	5,592	5,592	5,592
51640 - LONGEVITY	600	1,000	1,313	1,224	1,824	1,824	1,824
51641 - CERTIFICATE	6,652	6,817	6,519	7,128	6,960	6,960	6,960
51660 - LEAD PAY	-	545	3,390	1,632	3,624	3,624	3,624
51680 - VACATION CASH OUT	9,334	-	-	3,000	3,000	3,000	3,000
51681 - COMP/HOLIDAY BANK CASHOUT	9,764	6,565	1,175	6,000	6,000	6,000	6,000

Fd# 227 Community Corrections  
 Dept# (All) Sheriff's Office  
 SubDept# (All) Community Corrections

Row Labels	Data						
	FY16 Actuals	FY17 Actuals	FY18 Projected	FY18 Budget	FY19 Proposal	FY19 Approved	FY19 Adopted
51682 - HOLIDAY BANK CASHOUT	-	1,259	-	-	-	-	-
51701 - FICA	24,324	31,393	30,667	33,870	36,078	36,078	36,078
51705 - WORKERS' COMPENSATION	4,988	9,037	3,636	9,465	10,287	10,287	10,287
51721 - PERS	51,776	65,709	81,565	89,592	90,323	90,323	90,323
51729 - HEALTH INSURANCE	63,693	91,696	86,433	104,086	128,076	128,076	128,076
51730 - DENTAL INSURANCE	4,253	5,760	4,966	6,213	6,793	6,793	6,793
51732 - LONG TERM DISABILITY	1,344	2,109	1,990	2,196	2,547	2,547	2,547
51733 - LIFE INSURANCE	166	222	201	243	270	270	270
MATERIALS & SERVICES	326,588	316,325	1,016,843	1,000,340	1,649,926	1,649,926	1,649,926
52113 - INSURANCE & BONDS	3,302	2,107	3,580	3,000	4,000	4,000	4,000
52115 - LEGAL NOTICES & PUBLISHING	175	-	100	100	100	100	100
52116 - POSTAGE	12	(123)	700	700	700	700	700
52119 - RENT	45,000	45,000	50,000	50,000	68,328	68,328	68,328
52122 - TELEPHONE	5,482	7,291	6,682	6,000	6,000	6,000	6,000
52209 - NORCOR - ADULT FACILITY	-	-	472,000	472,000	629,158	629,158	629,158
52325 - LABOR/LEGAL COUNSEL	23,117	163	-	-	-	-	-
52337 - PRE-EMPLOYMENT TESTING	1,748	935	45	-	-	-	-
52344 - SEX OFFENDER TX	7,015	25,380	26,573	25,000	35,000	35,000	35,000
52351 - TRANSITIONAL SERVICES	13,600	121,428	255,120	255,120	720,000	720,000	720,000
52353 - DRUG TESTING	2,749	5,597	3,572	3,000	3,000	3,000	3,000
52361 - BUS TICKETS	-	180	-	-	-	-	-
52365 - DOMESTIC TREATMENT	8,350	17,755	15,293	16,000	16,000	16,000	16,000
52382 - HOME DETENTION/SANCTION	-	-	-	-	-	-	-
52401 - CONTRACTED SERVICES	8,908	4,090	4,800	4,800	4,800	4,800	4,800
52415 - CONTR SRVCS - JANITORIAL	2,977	4,239	3,634	3,500	5,220	5,220	5,220
52427 - CONTR SRVCS - OUTPATIENT A/D	25,212	4,616	4,000	4,000	4,000	4,000	4,000
52430 - CONTR SRVCS - GRANTS	154,699	1,098	48,000	48,000	40,000	40,000	40,000
52447 - CONTR SRVCS - JUSTICE REINVESTMENT/JAIL SERVICES	-	33,844	76,465	74,120	74,120	74,120	74,120
52448 - CONTR SRVCS - VOCATIONAL	20	-	-	-	-	-	-
52510 - COMPUTER SOFTWARE	-	333	-	-	-	-	-
52601 - EQUIPMENT - NON CAPITAL	7,402	19,699	11,604	10,000	7,500	7,500	7,500
52656 - GAS & OIL	2,070	2,635	6,418	2,000	8,000	8,000	8,000
52657 - VEHICLE - REPAIR & MAINTENANCE	1,432	377	7,306	5,000	6,000	6,000	6,000
52711 - MEALS LODGING & REGISTRATION	4,755	9,120	11,834	10,000	10,000	10,000	10,000

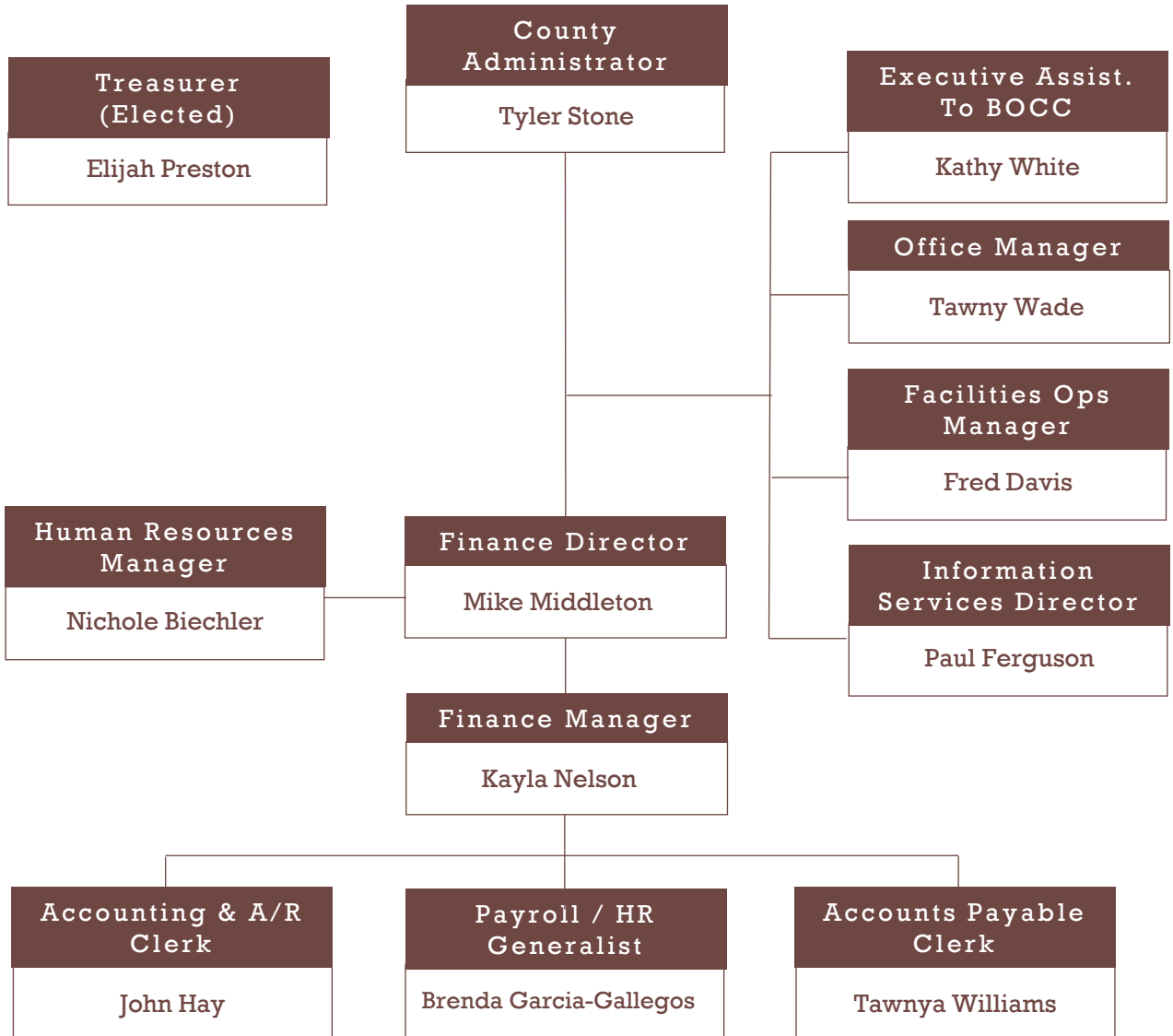
Fd#	227	Community Corrections
Dept#	(All)	Sheriff's Office
SubDept#	(All)	Community Corrections

Row Labels	Data						
	FY16 Actuals	FY17 Actuals	FY18 Projected	FY18 Budget	FY19 Proposal	FY19 Approved	FY19 Adopted
52801 - BLDG REPAIR & MAINT	560	1,085	1,000	1,000	1,000	1,000	1,000
52910 - SUPPLIES - OFFICE	8,003	9,476	8,119	7,000	7,000	7,000	7,000
CAPITAL OUTLAY	-	-	85,000	85,000	-	-	-
53201 - VEHICLES	-	-	85,000	85,000	-	-	-
NON-DEPARTMENTAL EXPENDITURES	360,128	370,932	-	249,707	603,372	603,372	603,372
<b>COMMUNITY CORRECTIONS EXPENDITURES</b>	<b>360,128</b>	<b>370,932</b>	<b>-</b>	<b>249,707</b>	<b>603,372</b>	<b>603,372</b>	<b>603,372</b>
CONTINGENCY	-	-	-	153,204	290,000	290,000	290,000
57227 - CONTINGENCY	-	-	-	153,204	290,000	290,000	290,000
TRANSFERS	360,128	370,932	-	-	-	-	-
55101 - TRANSFER TO GENERAL FUND	360,128	370,932	-	-	-	-	-
UNAPPROPRIATED	-	-	-	96,503	313,372	313,372	313,372
59227 - UNAPPROPRIATED	-	-	-	96,503	313,372	313,372	313,372



# ORGANIZATIONAL CHART

## ADMINISTRATIVE SERVICES



# OPERATING BUDGET SUMMARY

## GENERAL FUND (101) ADMIN SERVICES (17) EMPLOYEE & ADMIN SERVICES (5118)

1. Community impacts/main services provided:

- Strong community involvement by Commissioners
- Administrative staff strives to offer outstanding customer service and transparency while utilizing technology to ease work load.

2. Fund balance/fiscal health:

Year	FTE	Budget	Actual	Variance \$	Variance %
15/16	7	635,655	530,581	105,074	17%
16/17	7	904,631	797,459	107,172	12%
17/18	9.1	892,779	780,780	111,999	13%
			(estimated)		
18/19	9.1	950,953			

3. Significant budget impacts or changes (include recent FTE changes):

- The current budget includes changing the Human Resources Manager to a Human Resources Director bringing a corresponding increase in personnel costs – about \$16,000. This is being done due to the work level expected and performed by the position.
- Another potential change is to bring in in-house counsel. This will be offset by a decrease in the contracted legal expenses and is intended to be net \$0 cost. There will still be outside legal contracts for specific legal issues and to backstop the in house counsel.
- The new budget includes \$28,970 to purchase and implement two new modules for the Eden Financial Software. These modules are Contract Management and Asset Management. The expectation is to strengthen controls and tracking with both contracts and assets.

4. Opportunities to Enhance Revenue

- Pursue grant writing for addition funding
- Pursue enhancements to State funding
- Engage in advocacy at the State level

5. Capital Needs

- Potential remodel of the County Commission Board Room
- Old jail removal and space planning
- Completion and utilization of the Harding House purchased in FY18

6. Extraordinary issues to deal with in the near future (retirements, laws/mandates, etc):

- Qlife has transitioned to the County for administration and financial support.
- Armory property development

Fd#	101	General Fund
Dept#	17	Administrative Services
SubDept#	5118	Employee & Admin Services

Row Labels	Data						
	FY16 Actuals	FY17 Actuals	FY18 Projected	FY18 Budget	FY19 Proposal	FY19 Approved	FY19 Adopted
<b>GENERAL FUND</b>							
<b>Resources</b>	<b>3,894</b>	<b>7,702</b>	<b>5,232</b>	<b>3,650</b>	<b>1,250</b>	<b>1,250</b>	<b>1,250</b>
ADMINISTRATIVE SERVICES	3,894	7,702	5,232	3,650	1,250	1,250	1,250
<b>EMPLOYEE &amp; ADMINISTRATIVE SERVICES</b>	<b>3,894</b>	<b>7,702</b>	<b>5,232</b>	<b>3,650</b>	<b>1,250</b>	<b>1,250</b>	<b>1,250</b>
RESOURCES	3,894	7,702	5,232	3,650	1,250	1,250	1,250
411.158 - LE TEST FEES	753	533	113	500	100	100	100
419.439 - CIS GRANT	-	-	-	2,000	-	-	-
421.241 - MISC RECEIPTS	252	614	-	100	100	100	100
421.242 - PHOTO/DIGITAL COPY FEES	6	3	17	50	50	50	50
421.245 - PAYROLL REIMBURSEMENT	68	4,467	3,863	-	-	-	-
421.268 - MISC REIMBURSEMENT	2,815	2,085	1,239	1,000	1,000	1,000	1,000
<b>Requirements</b>	<b>530,581</b>	<b>797,459</b>	<b>780,779</b>	<b>892,779</b>	<b>950,953</b>	<b>950,953</b>	<b>950,953</b>
ADMINISTRATIVE SERVICES	530,581	797,459	780,779	892,779	950,953	950,953	950,953
<b>EMPLOYEE &amp; ADMINISTRATIVE SERVICES</b>	<b>530,581</b>	<b>797,459</b>	<b>780,779</b>	<b>892,779</b>	<b>950,953</b>	<b>950,953</b>	<b>950,953</b>
PERSONNEL	441,361	747,343	692,045	760,486	840,435	840,435	840,435
51004 - ADMIN ASSISTANT	44,555	47,541	45,684	48,771	49,996	49,996	49,996
51024 - OFFICE SPECIALIST II	32,588	30,607	16,672	35,679	-	-	-
51050 - FINANCE DIRECTOR	10,288	92,975	88,907	94,848	100,128	100,128	100,128
51051 - TREASURER	10,904	6,041	5,895	6,288	5,280	5,280	5,280
51053 - ACCOUNTING CLERK	27,166	35,980	48,522	36,922	73,522	73,522	73,522
51106 - OFFICE MANAGER	17,494	37,276	34,104	38,640	40,596	40,596	40,596
51321 - HUMAN RESOURCE MANAGER	40,926	51,657	56,948	64,026	86,538	86,538	86,538
51325 - ADMINISTRATIVE OFFICER	102,524	148,684	127,085	137,292	142,104	142,104	142,104
51326 - PAYROLL/HR GENERALIST	45,146	48,172	43,786	49,425	43,290	43,290	43,290
51337 - FINANCE MANAGER	-	62,577	46,520	66,800	67,636	67,636	67,636
51602 - OVERTIME	5,000	-	-	-	-	-	-
51620 - VEHICLE ALLOWANCE	6,690	6,450	6,041	6,432	6,552	6,552	6,552
51621 - CELL PHONE ALLOWANCE	600	600	563	600	600	600	600
51622 - STIPEND	-	-	17	-	-	-	-
51640 - LONGEVITY	-	-	-	-	-	-	-
51680 - VACATION CASH OUT	-	-	1,421	-	-	-	-
51681 - COMP/HOLIDAY BANK CASHOUT	-	9	451	-	-	-	-
51701 - FICA	25,709	44,021	39,468	33,767	44,897	44,897	44,897

Fd#	101	General Fund
Dept#	17	Administrative Services
SubDept#	5118	Employee & Admin Services

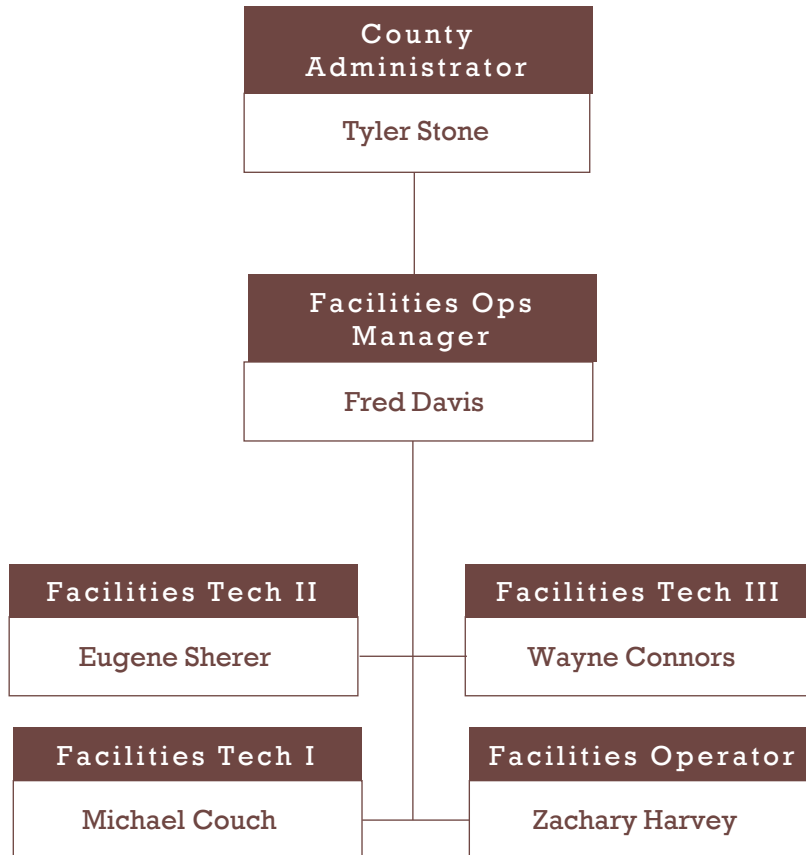
Row Labels	Data		FY18 Projected	FY18 Budget	FY19 Proposal	FY19 Approved	FY19 Adopted
	FY16 Actuals	FY17 Actuals					
51705 - WORKERS' COMPENSATION	320	1,798	1,478	2,397	3,009	3,009	3,009
51721 - PERS	23,087	49,975	56,685	59,347	68,583	68,583	68,583
51729 - HEALTH INSURANCE	43,383	75,223	65,472	72,854	99,155	99,155	99,155
51730 - DENTAL INSURANCE	3,466	5,042	4,015	4,131	5,435	5,435	5,435
51732 - LONG TERM DISABILITY	1,362	2,488	2,124	2,105	2,871	2,871	2,871
51733 - LIFE INSURANCE	153	227	186	162	243	243	243
MATERIALS & SERVICES	89,220	50,116	88,734	132,293	110,518	110,518	110,518
52105 - COPYING & PRINTING	37	205	68	50	50	50	50
52111 - DUES & SUBSCRIPTIONS	1,357	4,607	3,722	4,198	4,198	4,198	4,198
52115 - LEGAL NOTICES & PUBLISHING	9,621	1,742	3,352	10,000	5,000	5,000	5,000
52116 - POSTAGE	-	-	97	-	-	-	-
52122 - TELEPHONE	2,567	2,485	1,759	2,700	2,700	2,700	2,700
52307 - HEALTH PROGRAMS	-	-	1,500	2,000	2,000	2,000	2,000
52329 - LE TESTS	1,259	929	497	1,000	1,000	1,000	1,000
52337 - PRE-EMPLOYMENT TESTING	180	870	1,097	600	700	700	700
52363 - TESTING & CERTIFICATIONS	225	758	833	720	720	720	720
52401 - CONTRACTED SERVICES	42,371	-	20,000	40,000	40,000	40,000	40,000
52651 - EQUIPMENT - REPAIR & MAINTENANCE	1,160	350	450	450	450	450	450
52701 - TRAINING & EDUCATION	-	230	18,863	35,000	10,000	10,000	10,000
52704 - TRAINING	3,239	633	810	-	-	-	-
52711 - MEALS LODGING & REGISTRATION	19,665	25,670	26,975	24,000	32,000	32,000	32,000
52731 - TRAVEL & MILEAGE	632	2,871	2,194	3,875	5,000	5,000	5,000
52910 - SUPPLIES - OFFICE	5,892	7,332	5,876	6,500	6,500	6,500	6,500
52911 - SUPPLIES - PRINTED	1,015	1,434	642	1,200	200	200	200

Fd#	101	General Fund
Dept#	17	Administrative Services
SubDept#	5116	County Commission

Row Labels	Data							
	FY16 Actuals	FY17 Actuals	FY18 Projected	FY18 Budget	FY19 Proposal	FY19 Approved	FY19 Adopted	
<b>GENERAL FUND</b>								
<b>Requirements</b>	<b>191,109</b>	<b>194,924</b>	<b>191,748</b>	<b>206,989</b>	<b>215,719</b>	<b>215,719</b>	<b>215,719</b>	<b>215,719</b>
ADMINISTRATIVE SERVICES	191,109	194,924	191,748	206,989	215,719	215,719	215,719	215,719
<b>COUNTY COMMISSION</b>	<b>191,109</b>	<b>194,924</b>	<b>191,748</b>	<b>206,989</b>	<b>215,719</b>	<b>215,719</b>	<b>215,719</b>	<b>215,719</b>
PERSONNEL	191,109	194,924	191,748	206,989	215,719	215,719	215,719	215,719
51001 - COMMISSIONER	39,573	40,521	39,546	42,192	43,656	43,656	43,656	43,656
51002 - COMMISSIONER	39,573	40,521	39,546	42,192	43,656	43,656	43,656	43,656
51003 - COMMISSIONER	39,573	40,521	39,546	42,192	43,656	43,656	43,656	43,656
51620 - VEHICLE ALLOWANCE	20,070	19,350	18,124	19,296	19,656	19,656	19,656	19,656
51621 - CELL PHONE ALLOWANCE	1,800	1,800	1,688	1,800	1,800	1,800	1,800	1,800
51622 - STIPEND	-	484	-	-	-	-	-	-
51701 - FICA	10,755	10,935	10,559	11,260	11,630	11,630	11,630	11,630
51705 - WORKERS' COMPENSATION	74	166	213	254	392	392	392	392
51721 - PERS	15,767	16,022	19,771	21,088	21,766	21,766	21,766	21,766
51729 - HEALTH INSURANCE	21,189	21,836	20,342	23,898	26,694	26,694	26,694	26,694
51730 - DENTAL INSURANCE	2,080	2,043	1,756	2,065	2,038	2,038	2,038	2,038
51732 - LONG TERM DISABILITY	574	644	587	671	694	694	694	694
51733 - LIFE INSURANCE	81	81	71	81	81	81	81	81

# ORGANIZATIONAL CHART

## FACILITIES



# OPERATING BUDGET SUMMARY

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## GENERAL FUND (101) ADMINISTRATIVE SERVICES (17) FACILITIES (5121)

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1. Community impacts/main services provided:
  - Facilities supports the operation of every service provider occupying County buildings
  - We provide remedial and preventative upkeep of grounds, buildings and systems to the best of our ability
  - We strive to create new and more effective ways to achieve best practices while developing external resources that include knowledge, funding, conservation and renewable options

2. Fund balance/fiscal health:

Year	FTE	Budget	Actual	Variance \$	Variance %
15/16	5	724,098	563,707	160,391	22%
16/17	4	952,396	743,370	209,026	22%
17/18	4	905,088	636,079	269,009	30%
			(estimated)		
18/19	4	1,639,228			

3. Significant budget impacts or changes (include recent FTE changes): None at this point
4. Opportunities to Enhance Revenue: There is nothing currently in view though we are always looking for ways to generate savings and income.
5. Capital Needs: The potential to develop the 10,000sf on the 1<sup>st</sup> floor of the Courthouse is reaching the convergence of opportunity and need. The needs include increased security and safety for County staff; better entrance and egress for the Sheriff's Office (emergency response time can produce success or failure. That is sometimes decided by a margin of only seconds). Another goal of the renovation would be to centralize the administrative officials and support staff to improve internal operations and availability to the public. The space is vacant and since it exists within our building the cost per foot will be much less than that of new constructing. This appears the year to proceed with a design build process to bring the space back into productive use.
6. Extraordinary issues to deal with in the near future (retirements, laws/mandates, etc): Just the normal unfunded mandates from other levels of government.

Fd#	101	General Fund
Dept#	17	Administrative Services
SubDept#	5121	Facilities

Row Labels	Data						
	FY16 Actuals	FY17 Actuals	FY18 Projected	FY18 Budget	FY19 Proposal	FY19 Approved	FY19 Adopted
<b>GENERAL FUND</b>							
<b>Resources</b>	<b>289,387</b>	<b>243,955</b>	<b>241,864</b>	<b>243,349</b>	<b>287,095</b>	<b>287,095</b>	<b>287,095</b>
ADMINISTRATIVE SERVICES	289,387	243,955	241,864	243,349	287,095	287,095	287,095
<b>FACILITIES</b>	<b>289,387</b>	<b>243,955</b>	<b>241,864</b>	<b>243,349</b>	<b>287,095</b>	<b>287,095</b>	<b>287,095</b>
RESOURCES	289,387	243,955	241,864	243,349	287,095	287,095	287,095
412.681 - STATE GRANT/REIMBURSEMENT	87,900	-	-	-	-	-	-
414.325 - VOIP PHONE SYST REIMB	11,700	10,800	9,450	10,800	17,844	17,844	17,844
415.353 - JANITORIAL-ROAD DEPT	-	-	251	-	-	-	-
418.400 - RENT-911 COMMUNICATIONS	15,106	15,106	15,106	15,106	15,106	15,106	15,106
418.405 - RENT-FAIR HOUSE	420	175	-	-	-	-	-
418.406 - RENT-OR YOUTH AUTHORITY	12,926	14,426	11,433	11,433	11,662	11,662	11,662
418.407 - CELL TOWER LEASE	59,729	56,273	62,118	62,118	62,118	62,118	62,118
418.408 - RENT-CENTER FOR LIVING	51,587	53,067	54,589	54,589	56,713	56,713	56,713
418.410 - BN RR LEASE	45,000	45,000	50,000	50,000	68,328	68,328	68,328
418.411 - RENT-CFL ANNEX C	-	35,303	35,303	35,303	36,683	36,683	36,683
418.413 - DUFUR PROPERTY	-	-	-	-	15,141	15,141	15,141
421.241 - MISC RECEIPTS	799	9,934	120	-	-	-	-
421.245 - PAYROLL REIMBURSEMENT	16	-	-	-	-	-	-
421.252 - CIR CT LONG DIST REIMB	4,204	3,871	3,494	4,000	3,500	3,500	3,500
<b>Requirements</b>	<b>563,707</b>	<b>743,370</b>	<b>636,079</b>	<b>905,088</b>	<b>1,639,338</b>	<b>1,639,338</b>	<b>1,639,338</b>
ADMINISTRATIVE SERVICES	563,707	743,370	636,079	905,088	1,639,338	1,639,338	1,639,338
<b>FACILITIES</b>	<b>563,707</b>	<b>743,370</b>	<b>636,079</b>	<b>905,088</b>	<b>1,639,338</b>	<b>1,639,338</b>	<b>1,639,338</b>
PERSONNEL	305,468	272,085	263,939	246,338	298,998	298,998	298,998
51329 - FACILITIES OP MGR	60,796	64,871	61,064	65,136	68,816	68,816	68,816
51330 - FACILITIES TECH III	49,446	49,446	46,355	49,440	49,440	49,440	49,440
51332 - JANITORS	47,648	-	-	-	-	-	-
51336 - FACILITIES TECH II	43,031	43,442	40,727	44,520	43,440	43,440	43,440
51338 - TECH I	-	25,194	26,273	28,670	28,670	28,670	28,670
51602 - OVERTIME	474	121	-	312	312	312	312
51621 - CELL PHONE ALLOWANCE	600	600	563	600	600	600	600
51640 - LONGEVITY	-	-	-	-	-	-	-
51680 - VACATION CASH OUT	3,001	-	-	-	-	-	-
51681 - COMP/HOLIDAY BANK CASHOUT	-	256	-	-	-	-	-
51701 - FICA	13,715	12,580	11,948	7,955	13,203	13,203	13,203



Fd#	101	General Fund
Dept#	17	Administrative Services
SubDept#	5121	Facilities

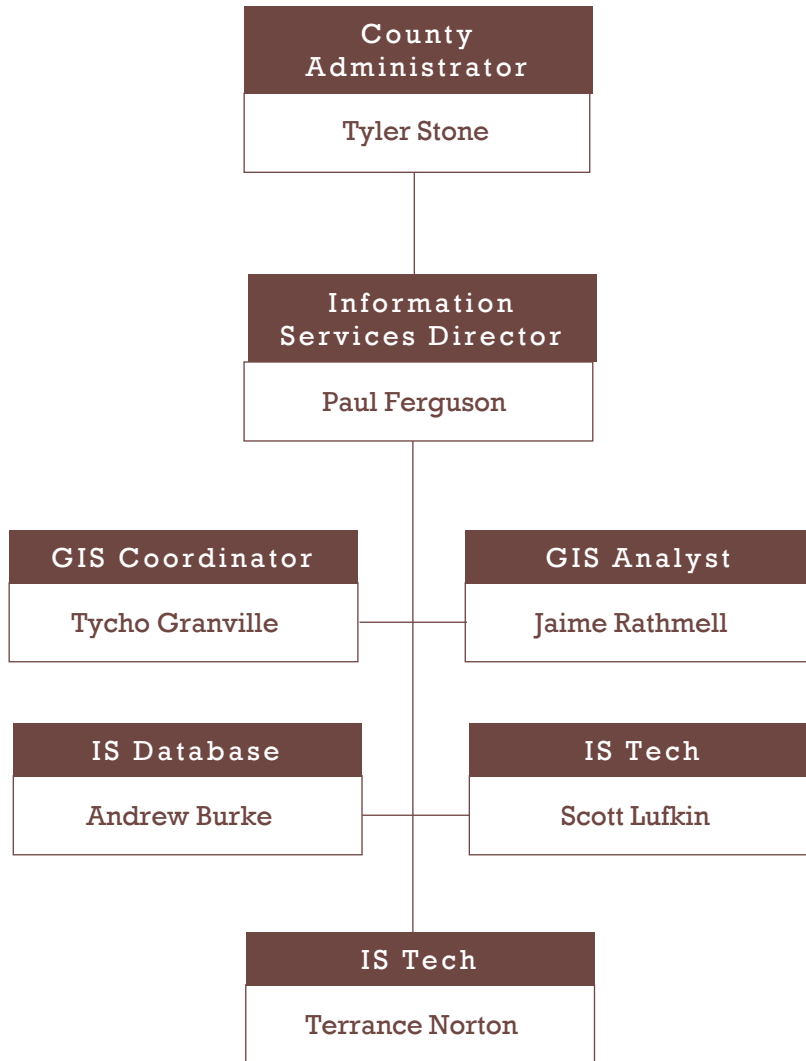
Row Labels	Data						
	FY16 Actuals	FY17 Actuals	FY18 Projected	FY18 Budget	FY19 Proposal	FY19 Approved	FY19 Adopted
51705 - WORKERS' COMPENSATION	2,371	3,094	2,491	3,576	5,552	5,552	5,552
51721 - PERS	25,221	23,949	28,633	18,747	31,380	31,380	31,380
51729 - HEALTH INSURANCE	54,975	44,864	42,585	25,344	53,751	53,751	53,751
51730 - DENTAL INSURANCE	3,120	2,608	2,342	1,377	2,717	2,717	2,717
51732 - LONG TERM DISABILITY	948	956	863	607	1,009	1,009	1,009
51733 - LIFE INSURANCE	122	104	95	54	108	108	108
MATERIALS & SERVICES	211,926	346,179	352,240	358,750	340,340	340,340	340,340
52122 - TELEPHONE	86	40	26	-	40	40	40
52124 - UNIFORMS	422	496	700	700	500	500	500
52305 - ELEVATOR EXPENSES	3,572	3,983	6,494	4,000	4,200	4,200	4,200
52330 - LONG DISTANCE - CIRCUIT COURT	4,029	3,871	3,213	3,300	3,500	3,500	3,500
52348 - SPECIAL PROJECTS	584	29,679	25,000	25,000	52,000	52,000	52,000
52401 - CONTRACTED SERVICES	6,559	78,244	79,400	79,400	83,000	83,000	83,000
52601 - EQUIPMENT - NON CAPITAL	2,625	2,733	1,897	2,500	2,500	2,500	2,500
52611 - FURNITURE - NON CAPITAL	1,203	12,002	5,400	5,400	2,000	2,000	2,000
52631 - SAFETY EQUIPMENT & SUPPLIES	341	559	459	350	350	350	350
52651 - EQUIPMENT - REPAIR & MAINTENANCE	444	1,614	987	500	500	500	500
52656 - GAS & OIL	5,243	5,089	4,305	4,300	4,000	4,000	4,000
52657 - VEHICLE - REPAIR & MAINTENANCE	2,332	9,357	1,925	3,500	3,500	3,500	3,500
52711 - MEALS LODGING & REGISTRATION	496	1,002	1,321	850	1,000	1,000	1,000
52731 - TRAVEL & MILEAGE	249	32	200	200	200	200	200
52813 - BLDG REPAIR & MAINT - ANNEX B	1,927	6,349	2,956	8,500	2,500	2,500	2,500
52814 - BLDG REPAIR & MAINT - MUSEUM	145	-	200	200	200	200	200
52815 - BLDG REPAIR & MAINT - ANNEX A	9,393	12,396	16,156	33,500	8,500	8,500	8,500
52816 - BLDG REPAIR & MAINT - YOUTH SERV	908	1,317	585	1,800	1,800	1,800	1,800
52817 - BLDG REPAIR & MAINT - COURTHOUSE	31,015	8,725	17,002	20,000	18,500	18,500	18,500
52819 - BUILDING R&M - WALNUT ST	-	17,636	8,000	15,000	400	400	400
52820 - BLDG REPAIR & MAINT - OLD SHOPS	1,159	467	1,100	2,200	2,200	2,200	2,200
52824 - BUILDING R&M - 610 COURT ST	82	93	45	500	500	500	500
52825 - BLDG REPAIR & MAINT - 606 COURT ST	473	49	619	500	500	500	500
52828 - BLDG REPAIR & MAINT - ANNEX C	6,587	8,871	5,957	11,000	3,000	3,000	3,000
52829 - BLDG REPAIR & MAINT - HARDING HOUSE	-	-	30,706	-	12,000	12,000	12,000
52834 - BLDG REPAIR & MAINT - PUBLIC WORKS	7,077	9,955	8,598	14,000	10,000	10,000	10,000
52851 - JANITORIAL - CARPETS	260	235	1,316	1,500	1,500	1,500	1,500

Fd#	101	General Fund
Dept#	17	Administrative Services
SubDept#	5121	Facilities

Row Labels	Data						
	FY16 Actuals	FY17 Actuals	FY18 Projected	FY18 Budget	FY19 Proposal	FY19 Approved	FY19 Adopted
52861 - MAINTENANCE - GROUNDS	500	202	1,483	1,500	1,500	1,500	1,500
52871 - UTILITIES - ANNEX A & B	24,217	25,776	25,866	24,000	24,000	24,000	24,000
52872 - UTILITIES - COURTHOUSE	41,602	43,961	40,868	38,500	38,500	38,500	38,500
52874 - UTILITIES - ANNEX C	12,383	13,578	12,744	13,000	13,000	13,000	13,000
52875 - UTILITIES - OBARR	8,147	6,847	6,948	6,250	6,250	6,250	6,250
52876 - UTILITIES - OLD SHOPS	5,059	5,292	5,210	4,800	4,800	4,800	4,800
52880 - UTILITIES - TELEPHONE	24,443	24,323	24,757	21,500	21,500	21,500	21,500
52881 - UTILITIES - WALNUT ST	1,067	1,181	1,150	800	-	-	-
52884 - UTILITIES - HARDING HOUSE	-	-	3,448	-	2,800	2,800	2,800
52919 - SUPPLIES - EQUIPMENT	724	1,406	319	1,200	1,000	1,000	1,000
52925 - SUPPLIES - JANITORIAL - ANNEX	3,532	3,847	2,207	3,400	3,000	3,000	3,000
52927 - SUPPLIES - JANITORIAL - COURTHOUSE	2,881	3,390	1,921	3,000	3,000	3,000	3,000
52934 - SUPPLIES - ADMINISTRATION	(140)	466	173	600	600	600	600
52939 - SUPPLIES - SECURITY	300	1,116	581	1,500	1,500	1,500	1,500
CAPITAL OUTLAY	46,313	125,106	19,900	300,000	1,000,000	1,000,000	1,000,000
53101 - BUILDINGS	24,362	125,106	19,900	300,000	1,000,000	1,000,000	1,000,000
53301 - EQUIPMENT - CAPITAL	21,951	-	-	-	-	-	-

# ORGANIZATIONAL CHART

## INFORMATION SERVICES



# OPERATING BUDGET SUMMARY

## GENERAL FUND (101) ADMINISTRATIVE SERVICES (17) INFORMATION TECHNOLOGY (5113)

1. Community impacts/main services provided

- Maintain county’s telephone/voicemail system, Maintain computer network infrastructure
- Provide 24x7 technical support for 911 dispatch
- All County Services and Employees rely on IS Support
- Provide spatial data, services and maps to County departments, State Agencies, Federal Government, our funding partners – Sherman County, MCF&R, NWCPUD, City of The Dalles and public.

2. Fund balance/fiscal health:

<b>Year</b>	<b>FTE</b>	<b>Budget</b>	<b>Actual</b>	<b>Variance \$</b>	<b>Variance %</b>
15/16	5	822,751	602,384	220,367	27%
16/17	5	875,077	702,506	172,571	20%
17/18	6	998,708	826,070	172,638	17%
			(estimated)		
18/19	6	1,044,918			

3. Significant budget impacts or changes (include recent FTE changes):

- Filled on vacant 1 FTE for Succession planning
- MDT upgrades
- ORMS funds moving from various budgets into IS Budget
- Eden module additions

4. Opportunities to Enhance Revenue:

- Contracting services, i.e. co-location in Data Center, personal services

5. Capital Needs:

- Unstructured Data Software for log monitoring (CJIS requirement), finding breeches in security and matching data in differently structured databases
- Virtual Machine infrastructure replacement

6. Extraordinary issues to deal with in the near future (retirements, laws/mandates, etc):

- Cyber Security continues to be a priority for legislatures
- Increasing size of data and managing that data.

Fd# 101 General Fund  
 Dept# 17 Administrative Services  
 SubDept# 5113 Information Technology

Row Labels	Data		FY18 Projected	FY18 Budget	FY19 Proposal	FY19 Approved	FY19 Adopted
	FY16	Actuals					
<b>GENERAL FUND</b>							
<b>Resources</b>	<b>102,375</b>	<b>111,719</b>	<b>130,999</b>	<b>107,250</b>	<b>107,250</b>	<b>107,250</b>	<b>107,250</b>
ADMINISTRATIVE SERVICES	102,375	111,719	130,999	107,250	107,250	107,250	107,250
<b>INFORMATION TECHNOLOGY</b>	<b>102,375</b>	<b>111,719</b>	<b>130,999</b>	<b>107,250</b>	<b>107,250</b>	<b>107,250</b>	<b>107,250</b>
RESOURCES	102,375	111,719	130,999	107,250	107,250	107,250	107,250
411.159 - MAP PRODUCTION FEES	3,489	7,711	8,048	4,000	4,000	4,000	4,000
411.163 - MAP PRODUCTION FEES-SHERMAN COUNTY	1,624	3,439	8,993	750	750	750	750
411.165 - RECORDING FEES	49,518	57,095	73,614	56,000	56,000	56,000	56,000
411.197 - RECORDING FEES - SHERMAN COUNTY	3,520	4,959	4,596	3,500	3,500	3,500	3,500
414.304 - COMPUTER & DATA SERVICES	12,000	4,950	-	5,000	5,000	5,000	5,000
414.312 - CITY OF THE DALLES	12,000	12,000	12,000	12,000	12,000	12,000	12,000
414.313 - N WASCO PUD	6,000	6,000	6,000	6,000	6,000	6,000	6,000
414.315 - WASCO FIRE & RESCUE	6,000	6,000	6,000	6,000	6,000	6,000	6,000
414.346 - REMOTE ACCESS SERVICES	8,194	5,750	3,750	6,000	6,000	6,000	6,000
421.241 - MISC RECEIPTS	-	3,815	8,000	8,000	-	-	-
421.245 - PAYROLL REIMBURSEMENT	30	-	-	-	-	-	-
421.275 - LIQUOR CONTROL PAYMENTS	-	-	-	-	8,000	8,000	8,000
<b>Requirements</b>	<b>602,384</b>	<b>702,506</b>	<b>826,070</b>	<b>998,708</b>	<b>1,044,918</b>	<b>1,044,918</b>	<b>1,044,918</b>
ADMINISTRATIVE SERVICES	602,384	702,506	826,070	998,708	1,044,918	1,044,918	1,044,918
<b>INFORMATION TECHNOLOGY</b>	<b>602,384</b>	<b>702,506</b>	<b>826,070</b>	<b>998,708</b>	<b>1,044,918</b>	<b>1,044,918</b>	<b>1,044,918</b>
PERSONNEL	319,999	374,637	420,425	479,315	498,905	498,905	498,905
51270 - GIS COORDINATOR	59,045	63,002	59,427	63,384	63,384	63,384	63,384
51271 - GIS ANALYST	45,158	45,407	43,682	45,768	47,876	47,876	47,876
51322 - HUMAN RESOURCE MANAGER	75,769	78,876	75,795	80,940	85,776	85,776	85,776
51323 - DATABASE ADMINISTRATOR/PROGRAMMER	-	33,541	51,671	55,456	56,842	56,842	56,842
51328 - INFORMATION SERVICES TECH	46,178	49,274	67,791	86,736	87,438	87,438	87,438
51602 - OVERTIME	699	152	227	312	312	312	312
51621 - CELL PHONE ALLOWANCE	600	600	750	600	1,200	1,200	1,200
51640 - LONGEVITY	-	-	-	-	-	-	-
51681 - COMP/HOLIDAY BANK CASHOUT	12	101	-	-	-	-	-
51701 - FICA	16,183	19,419	21,409	24,061	24,322	24,322	24,322
51705 - WORKERS' COMPENSATION	438	1,365	1,116	1,982	2,052	2,052	2,052
51721 - PERS	27,553	29,029	40,912	47,423	44,310	44,310	44,310
51729 - HEALTH INSURANCE	44,388	49,291	53,005	66,782	79,346	79,346	79,346
51730 - DENTAL INSURANCE	2,773	3,059	3,093	4,147	4,076	4,076	4,076

Fd# 101 General Fund  
 Dept# 17 Administrative Services  
 SubDept# 5113 Information Technology

Row Labels	Data		FY18 Projected	FY18 Budget	FY19 Proposal	FY19 Approved	FY19 Adopted
	FY16 Actuals	FY17 Actuals					
51732 - LONG TERM DISABILITY	1,095	1,399	1,418	1,562	1,809	1,809	1,809
51733 - LIFE INSURANCE	108	122	128	162	162	162	162
MATERIALS & SERVICES	241,596	226,732	400,245	412,643	410,293	410,293	410,293
52111 - DUES & SUBSCRIPTIONS	400	100	-	600	600	600	600
52115 - LEGAL NOTICES & PUBLISHING	25	-	596	-	-	-	-
52122 - TELEPHONE	2,469	2,071	1,473	2,700	2,700	2,700	2,700
52401 - CONTRACTED SERVICES	26,956	24,520	49,264	39,638	49,638	49,638	49,638
52403 - CONTR SRVCS - HARDWARE SUPPORT	25,056	25,751	29,185	22,000	22,000	22,000	22,000
52501 - COMPUTER REPLACEMENTS	54,404	53,784	47,432	61,000	58,500	58,500	58,500
52502 - NETWORK COMPONENTS	4,265	9,164	2,873	11,000	6,000	6,000	6,000
52503 - NETWORK CONNECTIVITY	33,555	31,472	31,702	33,000	33,000	33,000	33,000
52504 - PC EQUIPMENT/TOOLS	-	233	22	250	250	250	250
52505 - PRINTERS	4,514	1,477	1,500	1,500	1,500	1,500	1,500
52506 - COMPUTER COMPONENTS	1,866	1,631	1,542	1,700	1,700	1,700	1,700
52510 - COMPUTER SOFTWARE	30,500	20,066	28,400	28,400	27,500	27,500	27,500
52512 - COMPUTER SOFTWARE - GIS	250	250	-	575	575	575	575
52518 - COMPUTER SUPPORT	-	-	144,400	144,400	144,950	144,950	144,950
52526 - COMPUTER SOFTWARE - MAINTENANCE	11,384	11,878	-	-	-	-	-
52527 - COMPUTER MAINT POOL	5,300	6,269	7,500	7,500	7,500	7,500	7,500
52541 - ELECTRONIC EQUIP DISPOSAL	-	-	13	100	100	100	100
52601 - EQUIPMENT - NON CAPITAL	1,207	3,506	11,418	11,400	4,400	4,400	4,400
52656 - GAS & OIL	403	315	344	750	750	750	750
52658 - COPIER - LEASE & MAINTENANCE	30,524	29,401	32,880	32,880	32,880	32,880	32,880
52701 - TRAINING & EDUCATION	1,750	495	5,000	5,000	7,500	7,500	7,500
52711 - MEALS LODGING & REGISTRATION	4,856	2,367	3,407	5,250	5,250	5,250	5,250
52731 - TRAVEL & MILEAGE	1,144	641	137	1,600	1,600	1,600	1,600
52910 - SUPPLIES - OFFICE	768	1,341	1,155	1,400	1,400	1,400	1,400
52933 - SUPPLIES - OFFICE - PLOTTING	-	-	-	-	-	-	-
CAPITAL OUTLAY	40,789	101,137	5,400	106,750	135,720	135,720	135,720
53307 - EQUIPMENT - COMPUTER	40,789	101,137	5,400	106,750	75,000	75,000	75,000
53502 - SOFTWARE	-	-	-	-	60,720	60,720	60,720

Fd# 101 General Fund  
 Dept# (All) Administration  
 SubDept# (Multiple Items) Non-Departmental

Row Labels	Data FY16 Actuals	FY17 Actuals	FY18 Projected	FY18 Budget	FY19 Proposal	FY19 Approved	FY19 Adopted
<b>GENERAL FUND</b>							
<b>Resources</b>	<b>17,543,822</b>	<b>19,366,228</b>	<b>18,502,638</b>	<b>17,761,807</b>	<b>19,043,021</b>	<b>19,043,021</b>	<b>19,043,021</b>
NON-DEPARTMENTAL RESOURCES	17,543,822	19,366,228	18,502,638	17,761,807	19,043,021	19,043,021	19,043,021
<b>GENERAL FUND RESOURCES</b>	<b>17,543,822</b>	<b>19,366,228</b>	<b>18,502,638</b>	<b>17,761,807</b>	<b>19,043,021</b>	<b>19,043,021</b>	<b>19,043,021</b>
RESOURCES	17,543,822	19,366,228	18,502,638	17,761,807	19,043,021	19,043,021	19,043,021
400.101 - BEGINNING FUND BALANCE	6,933,413	7,035,970	7,200,343	6,509,107	7,437,175	7,437,175	7,437,175
410.102 - CURRENT TAXES	7,853,547	8,221,882	8,551,780	8,350,000	8,648,636	8,648,636	8,648,636
410.103 - PRIOR YEARS TAXES	503,663	499,191	237,636	510,966	280,000	280,000	280,000
410.116 - PILT	23,285	23,085	30,000	30,000	30,000	30,000	30,000
411.155 - LANDFILL LICENSE FEE	100,038	118,823	96,701	110,548	131,060	131,060	131,060
411.171 - SOLID WASTE HOST FEE	731,741	1,118,845	905,373	840,000	960,000	960,000	960,000
411.194 - FRANCHISE FEES	36,269	37,883	31,187	35,000	30,375	30,375	30,375
412.609 - AD VAL RR CAR TAX	17,411	12,945	19,231	14,000	13,000	13,000	13,000
412.611 - AMUSEMENT TAX	5,138	11,106	514	2,100	2,100	2,100	2,100
412.612 - ASSESS/TAX FUNDING	197,526	271,649	207,890	224,520	224,520	224,520	224,520
412.616 - BLM IN LIEU OF TAX	7,520	-	-	-	-	-	-
412.622 - CIGARETTE TAX	22,205	27,024	24,576	24,576	25,560	25,560	25,560
412.623 - FR CO-OPS IN LIEU OF TAX	87,935	113,903	123,777	110,000	130,000	130,000	130,000
412.646 - LIQUOR TAX	130,652	151,239	115,950	141,504	147,444	147,444	147,444
412.659 - SCENIC ACT IN LIEU OF TAX	-	1,595	-	-	-	-	-
412.667 - TIMBER SEVERANCE OFFSET	171	207	631	150	150	150	150
412.701 - MARIJUANA TAX DISTRIBUTION	-	-	78,202	-	50,000	50,000	50,000
413.885 - TAYLOR GRAZING FUNDS - #15.227	3,268	3,916	3,200	3,200	3,200	3,200	3,200
417.104 - INTEREST EARNED	39,799	65,032	100,388	40,000	90,000	90,000	90,000
417.105 - UNSEG TAX INTEREST EARNED	68	4,375	55	200	200	200	200
418.404 - RENT - OFFICE	-	-	8,800	8,800	8,800	8,800	8,800
418.409 - BN RR LEASE	1,314	1,344	3,000	1,335	3,000	3,000	3,000
421.241 - MISC RECEIPTS	36,860	5,765	32,051	-	2,000	2,000	2,000
421.244 - RETURNED CHECK CHARGE	330	435	495	300	300	300	300
421.263 - MISC REVENUE	759	7,311	358	-	-	-	-
421.273 - COLUMBIA BASIN NURSING HOME PAYMENTS	57,045	40,000	40,000	40,000	40,000	40,000	40,000
421.276 - LIQUOR CONTROL PAYMENTS	98,237	119,421	101,201	101,201	105,501	105,501	105,501
450.205 - TRANSFER FROM LAND CORNER FUND	2,500	2,500	2,500	2,500	-	-	-
450.206 - TRANSFER FROM FOREST HEALTH FUND	-	-	-	75,000	75,000	75,000	75,000
450.208 - TRANSFER FROM ECONOMIC DEVELOPMENT FUND	280,000	999,650	585,000	585,000	590,000	590,000	590,000
450.209 - TRANSFER FROM LAW LIBRARY FUND	8,000	8,000	-	-	-	-	-
450.210 - TRANSFER FROM DISTRICT ATTORNEY FUND	5,000	1,800	1,800	1,800	-	-	-

450.227 - TRANSFER FROM COMMUNITY CORRECTIONS FUND	360,128	370,932	-	-	-	-	-
450.326 - TR FROM FACILITY CAPITAL RESERVE	-	90,400	-	-	15,000	15,000	15,000
<b>Requirements</b>	<b>2,235,961</b>	<b>2,887,662</b>	<b>2,330,487</b>	<b>7,830,055</b>	<b>8,613,035</b>	<b>8,533,145</b>	<b>8,533,145</b>
NON-DEPARTMENTAL EXPENDITURES	2,235,961	2,887,662	2,330,487	7,830,055	8,613,035	8,533,145	8,533,145
<b>GENERAL FUND EXPENDITURES</b>	<b>2,235,961</b>	<b>2,887,662</b>	<b>2,330,487</b>	<b>7,830,055</b>	<b>8,613,035</b>	<b>8,533,145</b>	<b>8,533,145</b>
TRANSFERS	2,235,961	2,887,662	2,330,487	2,330,487	2,845,418	2,845,418	2,845,418
55203 - TRANSFER TO COUNTY FAIR FUND	-	29,000	29,000	29,000	29,000	29,000	29,000
55211 - TRANSFERS TO MUSEUM FUND	17,500	17,500	17,500	17,500	17,500	17,500	17,500
55220 - TRANSFER TO 911 COMMUNICATIONS FUND	219,238	241,162	183,987	183,987	248,918	248,918	248,918
55322 - TRANSFER TO CAP ACQUISITION FUND	700,000	900,000	700,000	700,000	850,000	850,000	850,000
55326 - TRANSFER TO FACILITIES CAPITAL REPLACEME	699,223	900,000	700,000	700,000	850,000	850,000	850,000
55327 - TRANSFER TO OPERATING RESERVE	600,000	800,000	700,000	700,000	850,000	850,000	850,000
CONTINGENCY	-	-	-	1,205,000	1,455,000	1,375,110	1,375,110
57101 - CONTINGENCY	-	-	-	1,205,000	1,455,000	1,375,110	1,375,110
UNAPPROPRIATED	-	-	-	4,294,568	4,312,617	4,312,617	4,312,617
59101 - UNAPPROPRIATED	-	-	-	4,294,568	4,312,617	4,312,617	4,312,617



Fd#	101	General Fund
Dept#	18	Administration
SubDept#	5117	Administration

Row Labels	Data								
	FY16	Actuals	FY17	Actuals	FY18	FY18	FY19	FY19	FY19
					Projected	Budget	Proposal	Approved	Adopted
<b>GENERAL FUND</b>									
<b>Resources</b>	<b>40,495</b>	<b>21,340</b>	<b>19,159</b>	<b>26,200</b>	<b>26,200</b>	<b>26,200</b>	<b>26,200</b>	<b>26,200</b>	<b>26,200</b>
ADMINISTRATION	40,495	21,340	19,159	26,200	26,200	26,200	26,200	26,200	26,200
<b>ADMINISTRATION</b>	<b>40,495</b>	<b>21,340</b>	<b>19,159</b>	<b>26,200</b>	<b>26,200</b>	<b>26,200</b>	<b>26,200</b>	<b>26,200</b>	<b>26,200</b>
RESOURCES	40,495	21,340	19,159	26,200	26,200	26,200	26,200	26,200	26,200
420.451 - VEHICLES SOLD	19,625	-	-	4,000	4,000	4,000	4,000	4,000	4,000
421.240 - CBNH REIMBURSEMENT	-	17,201	17,200	17,200	17,200	17,200	17,200	17,200	17,200
421.243 - INSURANCE REFUNDS	939	-	-	-	-	-	-	-	-
421.246 - POSTAGE REIMBURSEMENT	3,608	2,919	1,959	4,000	4,000	4,000	4,000	4,000	4,000
421.267 - LEGAL FEE REIMBURSEMENT	16,166	1,220	-	1,000	1,000	1,000	1,000	1,000	1,000
421.268 - MISC REIMBURSEMENT	157	-	-	-	-	-	-	-	-
<b>Requirements</b>	<b>649,274</b>	<b>561,215</b>	<b>684,383</b>	<b>715,800</b>	<b>645,665</b>	<b>645,665</b>	<b>645,665</b>	<b>645,665</b>	<b>645,665</b>
ADMINISTRATION	649,274	561,215	684,383	715,800	645,665	645,665	645,665	645,665	645,665
<b>ADMINISTRATION</b>	<b>649,274</b>	<b>561,215</b>	<b>684,383</b>	<b>715,800</b>	<b>645,665</b>	<b>645,665</b>	<b>645,665</b>	<b>645,665</b>	<b>645,665</b>
PERSONNEL	1,984	382	326	-	-	-	-	-	-
51450 - COUNTY COUNSEL	-	-	-	-	-	-	-	-	-
51621 - CELL PHONE ALLOWANCE	-	-	-	-	-	-	-	-	-
51640 - LONGEVITY	-	-	-	-	-	-	-	-	-
51701 - FICA	-	-	-	-	-	-	-	-	-
51703 - UNEMPLOYMENT INSURANCE	927	236	-	-	-	-	-	-	-
51705 - WORKERS' COMPENSATION	(4)	-	-	-	-	-	-	-	-
51721 - PERS	1,061	146	326	-	-	-	-	-	-
MATERIALS & SERVICES	541,712	450,489	528,606	560,350	525,665	525,665	525,665	525,665	
52104 - BANK CHARGES	9,920	3,355	1,691	10,000	4,000	4,000	4,000	4,000	
52112 - INSURANCE - NURSING HOME	17,045	17,201	16,065	17,500	17,500	17,500	17,500	17,500	
52113 - INSURANCE & BONDS	113,191	110,692	94,039	112,000	112,000	112,000	112,000	112,000	
52114 - INSURANCE & BONDS - FAIR	-	-	(1)	-	-	-	-	-	
52115 - LEGAL NOTICES & PUBLISHING	22,293	6,850	6,545	18,000	14,000	14,000	14,000	14,000	
52116 - POSTAGE	24,304	20,294	12,401	23,000	20,000	20,000	20,000	20,000	
52118 - POSTAL PERMITS	-	225	400	400	225	225	225	225	
52125 - BUDGET WORKSHOPS	326	298	-	600	600	600	600	600	
52325 - LABOR/LEGAL COUNSEL	175,112	184,766	175,000	175,000	175,000	175,000	175,000	175,000	
52338 - PRE-TAX CHECK FEES	1,256	1,223	1,046	1,300	1,300	1,300	1,300	1,300	

Fd#	101	General Fund
Dept#	18	Administration
SubDept#	5117	Administration

Row Labels	Data							
	FY16 Actuals	FY17 Actuals	FY18 Projected	FY18 Budget	FY19 Proposal	FY19 Approved	FY19 Adopted	
52348 - SPECIAL PROJECTS	15,022	26,060	40,000	40,000	40,000	40,000	40,000	
52350 - TAXES/PERMITS/ASSESSMENTS	555	555	998	800	800	800	800	
52360 - BOPTA BOARD	727	540	800	800	-	-	-	
52370 - MISC EXPENDITURES	1,558	1,868	554	-	-	-	-	
52374 - SALARY PROVISIONS	-	-	52,500	25,000	38,000	38,000	38,000	
52401 - CONTRACTED SERVICES	97,005	20,423	65,838	75,000	50,000	50,000	50,000	
52412 - CONTR SRVCS - AUDIT CONTRACT	36,660	38,840	40,350	40,400	40,400	40,400	40,400	
52422 - CONTR SRVCS - SHREDDING CONTRACT	1,253	1,423	1,800	1,800	3,000	3,000	3,000	
52443 - CONTR SRVCS - ADD'L AUDIT SERVICES	7,924	6,500	-	-	-	-	-	
52652 - MAIL MACHINE - LEASE & MAINT	4,103	4,103	4,250	4,250	3,840	3,840	3,840	
52664 - VEHICLE TRADE-IN/OUTFITTING	6,920	-	7,000	7,000	-	-	-	
52803 - CO PROP-TAX/ASSMNT/EXP	3,924	4,210	6,968	7,500	5,000	5,000	5,000	
52999 - CASH OVER/SHORT	2,614	1,063	362	-	-	-	-	
CAPITAL OUTLAY	105,578	110,344	155,450	155,450	120,000	120,000	120,000	
53201 - VEHICLES	105,578	110,344	155,450	155,450	120,000	120,000	120,000	

# OPERATING BUDGET SUMMARY

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## GENERAL FUND (101) ADMINISTRATION (18) PASS-THROUGH GRANTS (5128)

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1. Community impacts/main services provided:

County serves as the fiscal agent for some pass-through grants. This allows other agencies to provide additional services such as Link and Dial-A-Ride. In the past, pass through grants were transferred to MCCOG but since MCCOG has been dissolved, MCEDD and other organizations have stepped up to provide the functions with the pass through grants and ideally this will continue as before.

2. Fund balance/fiscal health

<b>Year</b>	<b>FTE</b>	<b>Budget</b>	<b>Actual</b>	<b>Variance \$</b>	<b>Variance %</b>
15/16	0	191,742	195,490	(3,748)	-2%
16/17	0	186,092	195,107	(9,015)	-5%
17/18	0	185,385	155,218	30,167	16%
			(estimated)		
18/19	0	321,885			

3. Significant budget impacts or changes (include recent FTE changes):

As stated above – MCCOG is gone. MCEDD is filling much of the roll as are other organizations. The intent is for service to not be interrupted or significantly changed.

4. Opportunities to Enhance Revenue:

Not applicable as these are flow through grants.

5. Capital Needs:

Not applicable as these are flow through grants.

6. Extraordinary issues to deal with in the near future (retirements, laws/mandates, etc):

Adapting to MCCOG being gone and working with the new partners taking over the flow through grants MCCOG used to utilize.

Fd#	101	General Fund
Dept#	18	Administration
SubDept#	5128	Pass Through Grants

Row Labels	Data							
	FY16 Actuals	FY17 Actuals	FY18 Projected	FY18 Budget	FY19 Proposal	FY19 Approved	FY19 Adopted	
<b>GENERAL FUND</b>								
<b>Resources</b>	<b>172,834</b>	<b>217,763</b>	<b>91,872</b>	<b>185,385</b>	<b>320,385</b>	<b>320,385</b>	<b>320,385</b>	<b>320,385</b>
ADMINISTRATION	172,834	217,763	91,872	185,385	320,385	320,385	320,385	320,385
<b>PASS-THROUGH GRANTS</b>	<b>172,834</b>	<b>217,763</b>	<b>91,872</b>	<b>185,385</b>	<b>320,385</b>	<b>320,385</b>	<b>320,385</b>	<b>320,385</b>
RESOURCES	172,834	217,763	91,872	185,385	320,385	320,385	320,385	320,385
412.619 - CFL ALCOHOL/DRUG	16,030	34,011	18,742	25,000	25,000	25,000	25,000	25,000
412.645 - LINK - ODOT	-	-	-	15,000	150,000	150,000	150,000	150,000
412.663 - SPEC TRANSP TAX(COG)	80,000	80,000	50,250	67,000	67,000	67,000	67,000	67,000
413.927 - ODOT-PUBLIC TRANSIT DIV. GRANT - #20.513	76,804	103,752	22,880	78,385	78,385	78,385	78,385	78,385
<b>Requirements</b>	<b>195,490</b>	<b>195,107</b>	<b>155,218</b>	<b>171,885</b>	<b>321,885</b>	<b>321,885</b>	<b>321,885</b>	<b>321,885</b>
ADMINISTRATION	195,490	195,107	155,218	171,885	321,885	321,885	321,885	321,885
<b>PASS-THROUGH GRANTS</b>	<b>195,490</b>	<b>195,107</b>	<b>155,218</b>	<b>171,885</b>	<b>321,885</b>	<b>321,885</b>	<b>321,885</b>	<b>321,885</b>
MATERIALS & SERVICES	195,490	195,107	155,218	171,885	321,885	321,885	321,885	321,885
52201 - CENTER FOR LIVING	16,030	34,011	25,000	25,000	25,000	25,000	25,000	25,000
52208 - MCEDD/MCCOG - LINK	99,460	81,096	79,885	79,885	79,885	79,885	79,885	79,885
52216 - COG SPEC TRANSP TAX	80,000	80,000	50,250	67,000	67,000	67,000	67,000	67,000
52371 - ODOT GRANT FOR LINK	-	-	-	-	150,000	150,000	150,000	150,000
52455 - CONTR SRVCS - PINE HOLLOW VAULT TOIL	-	-	-	-	-	-	-	-
52910 - SUPPLIES - OFFICE	-	-	83	-	-	-	-	-

# OPERATING BUDGET SUMMARY

## GENERAL FUND (101) ADMINISTRATION (18) NORCOR (5135)

1. Community impacts/main services provided:  
Regional jail services for Wasco, Hood River, Sherman and Gilliam Counties
2. Fund balance/fiscal health:

Year	FTE	Budget	Actual	Variance \$	Variance %
15/16	0	2,077,658	2,071,010	6,648	0%
16/17	0	1,943,848	1,953,375	(9,527)	0%
17/18	0	1,469,748	1,356,229	113,519	8%
			(estimated)		
18/19	0	1,312,590			

3. Significant budget impacts or changes (include recent FTE changes):
  - The base funding for NORCOR has been held the same from FY17 to FY18 and to FY19.
  - It does appear to drop but this is due to paying a portion directly out of the Community Corrections Fund. This had been done by transfer into the General Fund and then paying out prior to FY18.
4. Opportunities to Enhance Revenue:
  - Increase rental beds to other agencies
  - Grant funded programs
5. Capital Needs: N/A.
6. Extraordinary issues to deal with in the near future (retirements, laws/mandates, etc):
  - Pending litigation surrounding ICE holds, which generate nearly \$1M in revenue.
  - In FY18, a Disability Rights of Oregon report on the treatment and handling of juvenile detainees, while exaggerated, is likely to create additional costs to alleviate these concerns.
  - These items may have an indirect and/or direct impact either in increased costs or decreased revenues, which may be passed on to Wasco County and the other partner organizations.

Fd#	101	General Fund
Dept#	18	Administration
SubDept#	5135	Norcors

Row Labels	Data								
	FY16	Actuals	FY17	Actuals	FY18	FY18	FY19	FY19	FY19
					Projected	Budget	Proposal	Approved	Adopted
<b>GENERAL FUND</b>									
<b>Resources</b>	<b>35,583</b>		<b>33,284</b>		<b>12,482</b>	<b>24,500</b>	<b>34,572</b>	<b>34,572</b>	<b>34,572</b>
ADMINISTRATION	35,583		33,284		12,482	24,500	34,572	34,572	34,572
<b>NORCOR</b>	<b>35,583</b>		<b>33,284</b>		<b>12,482</b>	<b>24,500</b>	<b>34,572</b>	<b>34,572</b>	<b>34,572</b>
RESOURCES	35,583		33,284		12,482	24,500	34,572	34,572	34,572
413.874 - JAI BLOCK GRANT - #16.523	-		-		-	-	-	-	-
413.876 - JUVENILE CRIME PREV - #16.540	32,942		33,284		12,482	24,500	34,572	34,572	34,572
413.883 - SCAAP GRANT - #16.606	2,641		-		-	-	-	-	-
<b>Requirements</b>	<b>2,071,010</b>		<b>1,953,375</b>		<b>1,356,229</b>	<b>1,469,748</b>	<b>1,312,590</b>	<b>1,352,590</b>	<b>1,352,590</b>
ADMINISTRATION	2,071,010		1,953,375		1,356,229	1,469,748	1,312,590	1,352,590	1,352,590
<b>NORCOR</b>	<b>2,071,010</b>		<b>1,953,375</b>		<b>1,356,229</b>	<b>1,469,748</b>	<b>1,312,590</b>	<b>1,352,590</b>	<b>1,352,590</b>
MATERIALS & SERVICES	2,071,010		1,953,375		1,356,229	1,469,748	1,312,590	1,352,590	1,352,590
52209 - NORCOR - ADULT FACILITY	1,697,762		1,493,676		908,157	1,021,676	864,518	904,518	904,518
52210 - NORCOR - JUVENILE DETENTION	352,796		423,072		423,072	423,072	423,072	423,072	423,072
52211 - MEDICAL CARE - NORCOR	17,811		36,627		25,000	25,000	25,000	25,000	25,000
52372 - SCAAP GRANT PMT	2,641		-		-	-	-	-	-

Fd#	101	General Fund
Dept#	18	Administration
SubDept#	5159	Special Payments

Row Labels	Data						
	FY16 Actuals	FY17 Actuals	FY18 Projected	FY18 Budget	FY19 Proposal	FY19 Approved	FY19 Adopted
<b>GENERAL FUND</b>							
<b>Requirements</b>	<b>385,356</b>	<b>425,877</b>	<b>418,713</b>	<b>433,685</b>	<b>437,856</b>	<b>477,746</b>	<b>477,746</b>
ADMINISTRATION	385,356	425,877	418,713	433,685	437,856	477,746	477,746
<b>SPECIAL PAYMENTS</b>	<b>385,356</b>	<b>425,877</b>	<b>418,713</b>	<b>433,685</b>	<b>437,856</b>	<b>477,746</b>	<b>477,746</b>
MATERIALS & SERVICES	385,356	425,877	418,713	433,685	437,856	477,746	477,746
52106 - DUES - ASSOC OREGON COUNTIES	19,482	14,725	19,000	19,000	19,000	19,000	19,000
52107 - DUES - CHAMBER	216	366	775	775	775	775	775
52108 - DUES - EDD & COG	14,749	35,095	5,028	20,000	5,531	5,531	5,531
52110 - DUES - NACO	504	-	550	550	550	550	550
52201 - CENTER FOR LIVING	26,370	26,553	27,000	27,000	27,000	27,000	27,000
52207 - CITY - COUNTY LIBRARY	25	31	-	-	-	-	-
52214 - SIX RIVERS MEDIATION	5,000	5,000	5,000	5,000	5,000	5,000	5,000
52215 - WILDLIFE CONTROL	5,010	4,107	5,000	5,000	5,000	5,000	5,000
52229 - NORTH CENTRAL PUBLIC HEALTH DEPARTMENT	314,000	340,000	356,360	356,360	375,000	414,890	414,890

# OPERATING BUDGET SUMMARY

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## CDBG GRANT FUND (330) ADMINISTRATION (18) CDBG GRANT (5330)

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1. Community impacts/main services provided:

Operate as a flow through entity to utilize a grant to build a new building for the Center for Living. All costs are born by the grant and the Center for Living.

2. Fund balance/fiscal health

Year	FTE	Budget	Actual	Variance \$	Variance %
15/16	0	5,538,470	44,550	5,493,920	99%
16/17	0	5,508,670	265,816	5,242,854	95%
17/18	0	5,365,122	58,095	5,307,027	99%
			(estimated)		
18/19	0	5,307,027			

3. Significant budget impacts or changes (include recent FTE changes):

The appropriation is re-budgeted each fiscal year for the expected remainder of the grant/project. This year's project bid amount is \$6,409,000.

4. Opportunities to Enhance Revenue:

Not applicable as this is a flow through grant, this year.

5. Capital Needs:

Not applicable as this is a flow through grant.

6. Extraordinary issues to deal with in the near future (retirements, laws/mandates, etc.):

None at this time.



Fd#	330	CDBG Grant
Dept#	(All)	CDBG Grant
SubDept#	(All)	CDBG Grant

Row Labels	Data						
	FY16 Actuals	FY17 Actuals	FY18 Projected	FY18 Budget	FY19 Proposal	FY19 Approved	FY19 Adopted
<b>CDBG GRANT FUND</b>							
<b>Resources</b>	<b>49,206</b>	<b>343,871</b>	<b>15,515</b>	<b>5,365,122</b>	<b>5,307,027</b>	<b>5,307,027</b>	<b>5,307,027</b>
NON-DEPARTMENTAL RESOURCES	-	513	5,448	121,650	73,622	73,622	73,622
<b>GENERAL OPERATING RESERVE</b>	<b>-</b>	<b>513</b>	<b>5,448</b>	<b>121,650</b>	<b>73,622</b>	<b>73,622</b>	<b>73,622</b>
RESOURCES	-	513	5,448	121,650	73,622	73,622	73,622
400.322 - BEGINNING FUND BALANCE	-	-	4,656	121,450	73,422	73,422	73,422
417.104 - INTEREST EARNED	-	513	792	200	200	200	200
ADMINISTRATION	49,206	343,358	10,067	5,243,472	5,233,405	5,233,405	5,233,405
<b>CDBG Fund</b>	<b>49,206</b>	<b>343,358</b>	<b>10,067</b>	<b>5,243,472</b>	<b>5,233,405</b>	<b>5,233,405</b>	<b>5,233,405</b>
RESOURCES	49,206	343,358	10,067	5,243,472	5,233,405	5,233,405	5,233,405
419.454 - CENTER FOR LIVING CONTRIBUTION	24,603	72,449	-	1,936,022	1,936,022	1,936,022	1,936,022
490.490 - LOAN PROCEEDS	-	-	-	1,500,000	1,500,000	1,500,000	1,500,000
413.931 - VOCA EXPANSION #16.575	24,603	270,909	10,067	1,807,450	1,797,383	1,797,383	1,797,383
<b>Requirements</b>	<b>44,550</b>	<b>265,816</b>	<b>49,372</b>	<b>5,365,122</b>	<b>5,307,027</b>	<b>5,307,027</b>	<b>5,307,027</b>
ADMINISTRATION	44,550	265,816	49,372	5,365,122	5,307,027	5,307,027	5,307,027
<b>CDBG Fund</b>	<b>44,550</b>	<b>265,816</b>	<b>49,372</b>	<b>5,365,122</b>	<b>5,307,027</b>	<b>5,307,027</b>	<b>5,307,027</b>
CAPITAL OUTLAY	44,550	265,816	49,372	5,365,122	5,307,027	5,307,027	5,307,027
53111 - CAPITAL EXPENDITURES	44,550	265,816	49,372	5,365,122	5,307,027	5,307,027	5,307,027

# ORGANIZATIONAL CHART

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## VETERANS

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# OPERATING BUDGET SUMMARY

## GENERAL FUND (101) ADMINISTRATION (18) VETERANS (5153)

1. Community impacts/main services provided: Benefits assistance to approximately 3,000 Veterans and their families.
2. Fund balance/fiscal health:

Year	FTE	Budget	Actual	Variance \$	Variance %
15/16	2	131,272	130,834	438	0%
16/17	2	145,251	143,409	1,842	1%
17/18	2	152,070	150,878	1,192	1%
			(estimated)		
18/19	2	142,599			

3. Significant budget impacts or changes (include recent FTE changes):
  - Pass through money from the state almost doubled, from \$44,069 to \$87,944 due to dedication of 1.5% of Oregon lottery revenues toward veterans services.
  - Loss of some funding held over from Oregon Veterans Home bond being paid off.
  - VSO staff waived medical and dental insurance, reducing personnel services expense.
4. Opportunities to Enhance Revenue: None, federal laws prevent charging for veterans services.
5. Capital Needs: None at this time.
6. Extraordinary issues to deal with in the near future (retirements, laws/mandates, etc):
  - Workload is increasing due to the aging of veterans: WWII and Korean era veterans are dying at an increased rate, Vietnam era veterans need more assistance as they lose health care on retirement and increased health issues as they age.
  - U.S. Dept. Veterans Affairs has made policy changes requiring more man-hours to track claims and appeals.

Fd#	101	General Fund
Dept#	18	Veterans Services
SubDept#	5153	Veterans Services

Row Labels	Data						
	FY16 Actuals	FY17 Actuals	FY18 Projected	FY18 Budget	FY19 Proposal	FY19 Approved	FY19 Adopted
<b>GENERAL FUND</b>							
<b>Resources</b>	<b>41,826</b>	<b>54,859</b>	<b>65,958</b>	<b>43,765</b>	<b>87,944</b>	<b>87,944</b>	<b>87,944</b>
ADMINISTRATION	41,826	54,859	65,958	43,765	87,944	87,944	87,944
<b>VETERANS</b>	<b>41,826</b>	<b>54,859</b>	<b>65,958</b>	<b>43,765</b>	<b>87,944</b>	<b>87,944</b>	<b>87,944</b>
RESOURCES	41,826	54,859	65,958	43,765	87,944	87,944	87,944
412.653 - ODVA - BASE	10,440	13,050	7,830	10,291	69,678	69,678	69,678
412.678 - ODVA - SB 5629 (EXPANSION)	31,386	41,809	58,128	33,474	18,266	18,266	18,266
<b>Requirements</b>	<b>130,834</b>	<b>143,409</b>	<b>150,878</b>	<b>152,070</b>	<b>142,599</b>	<b>142,599</b>	<b>142,599</b>
ADMINISTRATION	130,834	143,409	150,878	152,070	142,599	142,599	142,599
<b>VETERANS</b>	<b>130,834</b>	<b>143,409</b>	<b>150,878</b>	<b>152,070</b>	<b>142,599</b>	<b>142,599</b>	<b>142,599</b>
PERSONNEL	116,032	130,662	136,294	136,294	124,521	124,521	124,521
51022 - INTAKE COORDINATOR	39,282	34,136	-	-	-	-	-
51570 - VETERANS SERVICE OFFICER	46,583	63,761	99,200	99,200	103,824	103,824	103,824
51602 - OVERTIME	-	-	-	-	-	-	-
51701 - FICA	6,569	7,489	7,589	7,589	7,943	7,943	7,943
51705 - WORKERS' COMPENSATION	40	120	188	188	190	190	190
51721 - PERS	7,576	8,674	11,428	11,428	11,960	11,960	11,960
51729 - HEALTH INSURANCE	14,126	14,558	15,932	15,932	-	-	-
51730 - DENTAL INSURANCE	1,387	1,362	1,377	1,377	-	-	-
51732 - LONG TERM DISABILITY	415	508	526	526	550	550	550
51733 - LIFE INSURANCE	54	54	54	54	54	54	54
MATERIALS & SERVICES	14,802	12,747	14,584	15,776	18,078	18,078	18,078
52111 - DUES & SUBSCRIPTIONS	1,197	1,546	2,231	1,500	1,767	1,767	1,767
52122 - TELEPHONE	600	615	569	800	800	800	800
52126 - RENT - VETERANS SERVICES	-	-	1	1	1	1	1
52415 - CONTR SRVCS - JANITORIAL	3,108	3,060	1,913	3,075	3,060	3,060	3,060
52601 - EQUIPMENT - NON CAPITAL	807	187	128	500	500	500	500
52701 - TRAINING & EDUCATION	-	-	250	250	800	800	800
52711 - MEALS LODGING & REGISTRATION	1,511	1,114	2,145	2,800	3,000	3,000	3,000
52731 - TRAVEL & MILEAGE	-	10	148	100	1,400	1,400	1,400
52801 - BLDG REPAIR & MAINT	1,934	236	1,057	750	750	750	750

Fd#	101	General Fund
Dept#	18	Veterans Services
SubDept#	5153	Veterans Services

Row Labels	Data							
	FY16 Actuals	FY17 Actuals	FY18 Projected	FY18 Budget	FY19 Proposal	FY19 Approved	FY19 Adopted	
52807 - OFFICE IMPROVEMENTS	-	-	-	-	-	-	-	-
52870 - UTILITIES	3,836	3,824	3,642	3,500	3,500	3,500	3,500	3,500
52910 - SUPPLIES - OFFICE	1,809	2,155	2,500	2,500	2,500	2,500	2,500	2,500

# OPERATING BUDGET SUMMARY

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## KRAMER FIELD FUND (233) ADMINISTRATION (18) KRAMER FIELD (5233)

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- Community impacts/main services provided:  
Provide a funding source for Kramer Field repairs and improvements

- Fund balance/fiscal health:

Year	FTE	Budget	Actual	Variance \$	Variance %
15/16	0	32,950	-	32,950	100%
16/17	0	33,145	-	33,145	100%
17/18	0	33,434	-	33,434	100%
			(estimated)		
18/19	0	33,851			

- Significant budget impacts or changes (include recent FTE changes): N/A.
- Opportunities to Enhance Revenue:  
No revenue source – only growth is interest.
- Capital Needs:  
None identified as this point.
- Extraordinary issues to deal with in the near future (retirements, laws/mandates, etc):  
None identified at this point.

Fd# (Multiple Item County School/Court Facilities/Forest Health/Kramer Field/Econ Dev)  
 Dept# (All) Administration  
 SubDept# (All) Administration

Row Labels	Data						
	FY16 Actuals	FY17 Actuals	FY18 Projected	FY18 Budget	FY19 Proposal	FY19 Approved	FY19 Adopted
<b>SPECIAL ECON DEV PAYMENTS FUND</b>							
<b>Resources</b>	<b>1,989,236</b>	<b>2,283,603</b>	<b>1,538,893</b>	<b>1,306,283</b>	<b>1,570,169</b>	<b>1,570,169</b>	<b>1,570,169</b>
NON-DEPARTMENTAL RESOURCES	99,083	954,226	383,217	66,283	320,169	320,169	320,169
<b>SPECIAL ECON DEV PAYMENTS FUND</b>	<b>99,083</b>	<b>954,226</b>	<b>383,217</b>	<b>66,283</b>	<b>320,169</b>	<b>320,169</b>	<b>320,169</b>
RESOURCES	99,083	954,226	383,217	66,283	320,169	320,169	320,169
400.208 - BEGINNING FUND BALANCE	96,804	949,236	379,953	64,083	317,369	317,369	317,369
417.104 - INTEREST EARNED	2,279	4,990	3,264	2,200	2,800	2,800	2,800
ADMINISTRATION	1,890,153	1,329,377	1,155,676	1,240,000	1,250,000	1,250,000	1,250,000
<b>DESIGN LLC</b>	<b>1,700,000</b>	<b>1,128,738</b>	<b>1,050,000</b>	<b>1,050,000</b>	<b>1,050,000</b>	<b>1,050,000</b>	<b>1,050,000</b>
RESOURCES	1,700,000	1,128,738	1,050,000	1,050,000	1,050,000	1,050,000	1,050,000
419.441 - DESIGN LLC TAX ABATEMENT	1,700,000	-	-	-	-	-	-
419.455 - 2005 TAX ABATEMENT DEC 2007 - 2022	-	250,000	250,000	250,000	250,000	250,000	250,000
419.456 - 2013 TAX ABATEMENT DEC 2016 - 2031	-	800,000	800,000	800,000	800,000	800,000	800,000
419.458 - INITIAL PAYMENT ABATEMENT AGREEMENT	-	78,738	-	-	-	-	-
<b>ECONOMIC DEVELOPMENT</b>	<b>190,153</b>	<b>200,639</b>	<b>105,676</b>	<b>190,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>
RESOURCES	190,153	200,639	105,676	190,000	200,000	200,000	200,000
412.672 - VIDEO POKER-ECONOMIC DEV	190,153	200,639	105,676	190,000	200,000	200,000	200,000
<b>Requirements</b>	<b>1,040,000</b>	<b>1,942,348</b>	<b>1,221,523</b>	<b>1,306,283</b>	<b>1,570,169</b>	<b>1,570,169</b>	<b>1,570,169</b>
ADMINISTRATION	1,040,000	1,942,348	1,221,523	1,306,283	1,570,169	1,570,169	1,570,169
<b>DESIGN LLC</b>	<b>850,000</b>	<b>1,752,348</b>	<b>1,116,283</b>	<b>1,116,283</b>	<b>1,370,169</b>	<b>1,370,169</b>	<b>1,370,169</b>
TRANSFERS	90,000	809,650	400,000	400,000	395,000	395,000	395,000
55101 - TRANSFER TO GENERAL FUND	90,000	809,650	395,000	395,000	390,000	390,000	390,000
55211 - TRANSFERS TO MUSEUM FUND	-	-	5,000	5,000	5,000	5,000	5,000
MATERIALS & SERVICES	760,000	942,698	716,283	716,283	975,169	975,169	975,169
52223 - CGCC EDUCATION PROGRAMS	-	-	-	-	-	-	-
52225 - CITY OF THE DALLES	725,000	443,698	405,000	405,000	405,000	405,000	405,000
52230 - SCHOOL DISTRICT	-	240,000	240,000	240,000	240,000	240,000	240,000
52348 - SPECIAL PROJECTS	35,000	259,000	71,283	71,283	330,169	330,169	330,169
<b>ECONOMIC DEVELOPMENT</b>	<b>190,000</b>	<b>190,000</b>	<b>105,240</b>	<b>190,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>
TRANSFERS	190,000	190,000	105,240	190,000	200,000	200,000	200,000
55101 - TRANSFER TO GENERAL FUND	190,000	190,000	105,240	190,000	200,000	200,000	200,000
<b>COUNTY SCHOOL FUND</b>							
<b>Resources</b>	<b>353,094</b>	<b>89,769</b>	<b>109,977</b>	<b>312,550</b>	<b>302,750</b>	<b>443,115</b>	<b>443,115</b>

Fd# (Multiple Item County School/Court Facilities/Forest Health/Kramer Field/Econ Dev)  
 Dept# (All) Administration  
 SubDept# (All) Administration

Row Labels	Data						
	FY16 Actuals	FY17 Actuals	FY18 Projected	FY18 Budget	FY19 Proposal	FY19 Approved	FY19 Adopted
NON-DEPARTMENTAL RESOURCES	62,167	(12,692)	-	25,350	25,350	25,350	25,350
<b>COUNTY SCHOOL RESOURCES</b>	<b>62,167</b>	<b>(12,692)</b>	<b>-</b>	<b>25,350</b>	<b>25,350</b>	<b>25,350</b>	<b>25,350</b>
RESOURCES	62,167	(12,692)	-	25,350	25,350	25,350	25,350
400.204 - BEGINNING FUND BALANCE	62,167	(12,692)	-	25,350	25,350	25,350	25,350
ADMINISTRATION	290,927	102,461	109,977	287,200	277,400	417,765	417,765
<b>COUNTY SCHOOL RESOURCES</b>	<b>290,927</b>	<b>102,461</b>	<b>109,977</b>	<b>287,200</b>	<b>277,400</b>	<b>417,765</b>	<b>417,765</b>
412.609 - AD VAL RR CAR TAX	9,813	7,262	7,413	7,000	7,200	7,200	7,200
412.634 - ELECTRIC CO-OP TAX	87,935	56,866	61,889	75,000	65,000	65,000	65,000
413.868 - FEDERAL FOREST RECEIPTS - #10.665	192,314	37,953	40,000	205,000	205,000	345,365	345,365
413.905 - FLOOD CONTROL LEASES - #12.112	-	175	262	-	-	-	-
417.104 - INTEREST EARNED	865	205	413	200	200	200	200
<b>Requirements</b>	<b>364,296</b>	<b>89,730</b>	<b>312,550</b>	<b>312,550</b>	<b>302,750</b>	<b>443,115</b>	<b>443,115</b>
ADMINISTRATION	364,296	89,730	312,550	312,550	302,750	443,115	443,115
<b>COUNTY SCHOOL MATERIALS &amp; SERVICES</b>	<b>364,296</b>	<b>89,730</b>	<b>312,550</b>	<b>312,550</b>	<b>302,750</b>	<b>443,115</b>	<b>443,115</b>
52203 - DISTRIBUTE TO SCHOOLS	364,296	89,730	312,550	312,550	302,750	443,115	443,115
<b>COURT FACILITIES SECURITY FUND Resources</b>	<b>96,740</b>	<b>128,559</b>	<b>150,206</b>	<b>142,071</b>	<b>157,983</b>	<b>157,983</b>	<b>157,983</b>
NON-DEPARTMENTAL RESOURCES	62,318	97,743	129,935	114,871	130,983	130,983	130,983
<b>COURT FACILITIES SECURITY RESOURCES</b>	<b>62,318</b>	<b>97,743</b>	<b>129,935</b>	<b>114,871</b>	<b>130,983</b>	<b>130,983</b>	<b>130,983</b>
RESOURCES	62,318	97,743	129,935	114,871	130,983	130,983	130,983
400.229 - BEGINNING FUND BALANCE	61,910	96,721	128,559	114,471	129,983	129,983	129,983
417.104 - INTEREST EARNED	408	1,022	1,376	400	1,000	1,000	1,000
ADMINISTRATION	34,422	30,816	20,271	27,200	27,000	27,000	27,000
<b>COURT FACILITIES RESOURCES</b>	<b>34,422</b>	<b>30,816</b>	<b>20,271</b>	<b>27,200</b>	<b>27,000</b>	<b>27,000</b>	<b>27,000</b>
416.375 - COURT SECURITY FINES - OR JUDICIAL	27,816	30,134	19,071	26,000	27,000	27,000	27,000
416.377 - COURT SECURITY FINES - CITY THE DALLES	6,606	682	1,200	1,200	-	-	-
<b>Requirements</b>	<b>3,678</b>	<b>-</b>	<b>20,223</b>	<b>142,071</b>	<b>157,983</b>	<b>157,983</b>	<b>157,983</b>
ADMINISTRATION	3,678	-	20,223	43,000	43,000	43,000	43,000
<b>COURT FACILITIES MATERIALS &amp; SERVICES</b>	<b>3,678</b>	<b>-</b>	<b>20,223</b>	<b>43,000</b>	<b>43,000</b>	<b>43,000</b>	<b>43,000</b>
MATERIALS & SERVICES	3,678	-	20,223	43,000	43,000	43,000	43,000



Fd# (Multiple Item County School/Court Facilities/Forest Health/Kramer Field/Econ Dev)  
 Dept# (All) Administration  
 SubDept# (All) Administration

Row Labels	Data						
	FY16 Actuals	FY17 Actuals	FY18 Projected	FY18 Budget	FY19 Proposal	FY19 Approved	FY19 Adopted
52401 - CONTRACTED SERVICES	-	-	10,273	25,000	25,000	25,000	25,000
52601 - EQUIPMENT - NON CAPITAL	3,678	-	9,950	18,000	18,000	18,000	18,000
NON-DEPARTMENTAL EXPENDITURES	-	-	-	99,071	114,983	114,983	114,983
<b>COURT FACILITIES EXPENDITURES</b>	-	-	-	<b>99,071</b>	<b>114,983</b>	<b>114,983</b>	<b>114,983</b>
CONTINGENCY	-	-	-	99,071	114,983	114,983	114,983
57229 - CONTINGENCY	-	-	-	99,071	114,983	114,983	114,983
<b>FOREST HEALTH PROGRAM FUND</b>							
<b>Resources</b>	<b>222,043</b>	<b>129,645</b>	<b>276,959</b>	<b>129,211</b>	<b>279,658</b>	<b>279,658</b>	<b>279,658</b>
NON-DEPARTMENTAL RESOURCES	176,800	129,645	276,959	129,211	279,658	279,658	279,658
<b>FOREST HEALTH PROGRAM RESOURCES</b>	<b>176,800</b>	<b>129,645</b>	<b>276,959</b>	<b>129,211</b>	<b>279,658</b>	<b>279,658</b>	<b>279,658</b>
RESOURCES	176,800	129,645	276,959	129,211	279,658	279,658	279,658
400.206 - BEGINNING FUND BALANCE	176,079	128,002	274,889	128,831	276,958	276,958	276,958
417.104 - INTEREST EARNED	721	1,643	2,070	380	2,700	2,700	2,700
ADMINISTRATION	45,243	-	-	-	-	-	-
<b>FOREST HEALTH RESOURCES</b>	<b>45,243</b>	-	-	-	-	-	-
413.866 - FEDERAL TITLE III INCOME - #10.665	45,243	-	-	-	-	-	-
<b>Requirements</b>	-	-	-	<b>129,211</b>	<b>279,658</b>	<b>279,658</b>	<b>279,658</b>
NON-DEPARTMENTAL EXPENDITURES	-	-	-	129,211	279,658	279,658	279,658
<b>FOREST HEALTH EXPENDITURES</b>	-	-	-	<b>129,211</b>	<b>279,658</b>	<b>279,658</b>	<b>279,658</b>
TRANSFERS	-	-	-	75,000	75,000	75,000	75,000
55101 - TRANSFER TO GENERAL FUND	-	-	-	75,000	75,000	75,000	75,000
CONTINGENCY	-	-	-	54,211	204,658	204,658	204,658
57206 - CONTINGENCY	-	-	-	54,211	204,658	204,658	204,658
<b>KRAMER FIELD FUND</b>							
<b>Resources</b>	<b>32,994</b>	<b>33,303</b>	<b>33,551</b>	<b>33,434</b>	<b>33,851</b>	<b>33,851</b>	<b>33,851</b>
NON-DEPARTMENTAL RESOURCES	32,994	33,303	33,551	33,434	33,851	33,851	33,851
<b>KRAMER FIELD RESOURCES</b>	<b>32,994</b>	<b>33,303</b>	<b>33,551</b>	<b>33,434</b>	<b>33,851</b>	<b>33,851</b>	<b>33,851</b>
RESOURCES	32,994	33,303	33,551	33,434	33,851	33,851	33,851
400.233 - BEGINNING FUND BALANCE	32,822	32,994	33,303	33,269	33,551	33,551	33,551
417.104 - INTEREST EARNED	172	309	248	165	300	300	300
<b>Requirements</b>	-	-	-	<b>33,434</b>	<b>33,851</b>	<b>33,851</b>	<b>33,851</b>
ADMINISTRATION	-	-	-	33,434	33,851	33,851	33,851

Fd# (Multiple Item County School/Court Facilities/Forest Health/Kramer Field/Econ Dev)  
 Dept# (All) Administration  
 SubDept# (All) Administration

Row Labels	Data						
	FY16 Actuals	FY17 Actuals	FY18 Projected	FY18 Budget	FY19 Proposal	FY19 Approved	FY19 Adopted
<b>KRAMER FIELD</b>	-	-	-	<b>33,434</b>	<b>33,851</b>	<b>33,851</b>	<b>33,851</b>
MATERIALS & SERVICES	-	-	-	33,434	33,851	33,851	33,851
52401 - CONTRACTED SERVICES	-	-	-	33,434	33,851	33,851	33,851

# OPERATING BUDGET SUMMARY

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## FORT DALLES MUSEUM FUND (211) ADMINISTRATION (18) MUSEUM (5211)

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1. Community impacts/main services provided
  - Fort Dalles Museum and Anderson Homestead
  - Grounds rental for events, concerts and other community events

2. Fund balance/fiscal health:

Year	FTE	Budget	Actual	Variance \$	Variance %
15/16	1	271,864	81,663	190,201	70%
16/17	0.8	296,475	74,616	221,859	75%
17/18	1	293,539	98,511	195,028	66%
			(estimated)		
18/19	1	317,589			

3. Significant budget impacts or changes (include recent FTE changes):

The contract rate for cruise ship visitors has been increased and is now on an increase schedule for the next several years

4. Opportunities to Enhance Revenue:

- Increased admissions has helped and will continue to do so
- The Museum Commission has actively pursued the sale of memberships and the results in FY18 have been positive – continuing this along with the increased membership rate will aid growth
- Fund raising events

5. Capital Needs: Not being addressed at this time.

6. Extraordinary issues to deal with in the near future (retirements, laws/mandates, etc.):

- The Museum functions with one staff member and the support of volunteers. At this point, revenues have not grown to the point where the Museum can support additional staff. It is a catch-22 as if the Director had more time to focus on fundraising, there could be more revenue.
- The collection is being organized and the presentation of the collection has been greatly improved.
- The Museum is carrying a large fund balance, but this is due to a restricted donation for a capital project (a new building) only. This amount is \$142,775 and although part of the budget, it is the reason the actual expenses are so far below the budgeted expenses.

Fd#	211	Museum
Dept#	(All)	Museum
SubDept#	(All)	Museum

Row Labels	Data						
	FY16 Actuals	FY17 Actuals	FY18 Projected	FY18 Budget	FY19 Proposal	FY19 Approved	FY19 Adopted
<b>MUSEUM</b>							
<b>Resources</b>	<b>279,917</b>	<b>298,129</b>	<b>317,082</b>	<b>293,540</b>	<b>317,589</b>	<b>317,589</b>	<b>317,589</b>
NON-DEPARTMENTAL RESOURCES	220,569	206,869	247,837	224,540	256,589	256,589	256,589
<b>MUSEUM NON OPERATING RESOURCES</b>	<b>220,569</b>	<b>206,869</b>	<b>247,837</b>	<b>224,540</b>	<b>256,589</b>	<b>256,589</b>	<b>256,589</b>
RESOURCES	220,569	206,869	247,837	224,540	256,589	256,589	256,589
400.211 - BEGINNING FUND BALANCE	202,032	44,603	223,517	58,065	89,314	89,314	89,314
400.900 - RESERVED BEGINNING FUND BALANCE	-	142,775	-	142,775	142,775	142,775	142,775
417.104 - INTEREST EARNED	1,037	1,991	1,820	1,200	2,000	2,000	2,000
450.101 - TRANSFER FROM GENERAL FUND	17,500	17,500	17,500	17,500	17,500	17,500	17,500
450.208 - TRANSFER FROM ECONOMIC DEVELOPMENT FUND	-	-	5,000	5,000	5,000	5,000	5,000
ADMINISTRATION	59,348	91,260	69,245	69,000	61,000	61,000	61,000
<b>MUSEUM OPERATING EXPENDITURES</b>	<b>59,348</b>	<b>91,260</b>	<b>62,245</b>	<b>62,000</b>	<b>61,000</b>	<b>61,000</b>	<b>61,000</b>
RESOURCES	59,348	91,260	62,245	62,000	61,000	61,000	61,000
411.129 - ADMISSIONS	15,859	18,452	22,047	20,000	22,500	22,500	22,500
411.136 - MERCHANDISE SALES	2,264	3,389	2,698	3,000	3,000	3,000	3,000
411.191 - MEMBERSHIPS	5,142	5,437	8,000	8,000	6,500	6,500	6,500
412.676 - DALLES CITY-MUSEUMS	16,042	23,958	22,500	22,500	22,500	22,500	22,500
412.681 - STATE GRANT/REIMBURSEMENT	-	35,000	-	-	-	-	-
414.313 - N WASCO PUD	9,871	-	-	-	-	-	-
419.436 - DONATIONS	10,170	5,024	7,000	7,000	6,500	6,500	6,500
421.241 - MISC RECEIPTS	-	-	-	1,500	-	-	-
<b>MARTIN DONATION</b>	<b>-</b>	<b>-</b>	<b>7,000</b>	<b>7,000</b>	<b>-</b>	<b>-</b>	<b>-</b>
RESOURCES	-	-	7,000	7,000	-	-	-
419.436 - DONATIONS	-	-	7,000	7,000	-	-	-
<b>Requirements</b>	<b>92,539</b>	<b>74,616</b>	<b>98,511</b>	<b>293,540</b>	<b>317,589</b>	<b>317,589</b>	<b>317,589</b>
ADMINISTRATION	92,539	74,616	98,511	106,230	114,904	114,904	114,904
<b>MUSEUM OPERATING EXPENDITURES</b>	<b>81,663</b>	<b>74,616</b>	<b>98,511</b>	<b>106,229</b>	<b>114,904</b>	<b>114,904</b>	<b>114,904</b>
PERSONNEL	33,831	28,607	32,885	34,428	39,254	39,254	39,254
51571 - MUSEUM STAFF	22,117	17,292	21,218	23,720	24,720	24,720	24,720
51574 - PART TIME - GROUNDS	-	-	-	-	-	-	-
51602 - OVERTIME	453	288	56	408	-	-	-
51701 - FICA	1,727	1,345	1,627	1,463	1,891	1,891	1,891

Fd#	211	Museum
Dept#	(All)	Museum
SubDept#	(All)	Museum

Row Labels	Data						
	FY16 Actuals	FY17 Actuals	FY18 Projected	FY18 Budget	FY19 Proposal	FY19 Approved	FY19 Adopted
51703 - UNEMPLOYMENT INSURANCE	1,378	-	-	-	-	-	-
51705 - WORKERS' COMPENSATION	(3)	38	51	30	60	60	60
51721 - PERS	970	1,558	2,451	47	2,848	2,848	2,848
51729 - HEALTH INSURANCE	6,465	7,279	6,781	7,966	8,898	8,898	8,898
51730 - DENTAL INSURANCE	636	681	585	688	679	679	679
51732 - LONG TERM DISABILITY	68	99	93	79	131	131	131
51733 - LIFE INSURANCE	20	27	24	27	27	27	27
<b>MATERIALS &amp; SERVICES</b>	<b>47,832</b>	<b>45,628</b>	<b>63,126</b>	<b>71,800</b>	<b>69,150</b>	<b>69,150</b>	<b>69,150</b>
52101 - ADVERTISING & PROMOTIONS	4,461	5,423	4,500	4,500	4,500	4,500	4,500
52111 - DUES & SUBSCRIPTIONS	-	300	188	800	250	250	250
52116 - POSTAGE	603	425	600	600	500	500	500
52122 - TELEPHONE	1,203	1,237	1,231	1,200	1,250	1,250	1,250
52141 - SPECIAL EVENTS	870	298	1,000	1,500	500	500	500
52333 - MUSEUM EXPENSES	-	5,858	3,033	3,000	1,350	1,350	1,350
52401 - CONTRACTED SERVICES	13,429	9,897	12,600	18,400	18,400	18,400	18,400
52651 - EQUIPMENT - REPAIR & MAINTENANCE	92	-	500	500	500	500	500
52658 - COPIER - LEASE & MAINTENANCE	443	176	525	800	500	500	500
52701 - TRAINING & EDUCATION	-	785	1,500	1,500	1,000	1,000	1,000
52801 - BLDG REPAIR & MAINT	594	3,364	20,000	20,000	20,000	20,000	20,000
52808 - OUTSIDE PLANT MAINTENANCE	-	-	500	500	500	500	500
52861 - MAINTENANCE - GROUNDS	7,301	4,113	6,439	7,500	7,500	7,500	7,500
52870 - UTILITIES	11,002	10,059	8,753	7,700	10,000	10,000	10,000
52942 - SUPPLIES - MERCHANDISE	101	180	-	-	100	100	100
52952 - SUPPLIES - MUSEUM	6,459	1,987	1,288	3,000	2,000	2,000	2,000
52971 - BOOKS	1,274	1,526	469	300	300	300	300
<b>CAPITAL OUTLAY</b>	<b>-</b>	<b>381</b>	<b>2,500</b>	<b>1</b>	<b>6,500</b>	<b>6,500</b>	<b>6,500</b>
53111 - CAPITAL EXPENDITURES	-	-	-	1	6,500	6,500	6,500
53520 - ANDERSON HOUSE ROOF	-	381	2,500	-	-	-	-
<b>MARTIN DONATION</b>	<b>10,876</b>	<b>-</b>	<b>-</b>	<b>1</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>CAPITAL OUTLAY</b>	<b>10,876</b>	<b>-</b>	<b>-</b>	<b>1</b>	<b>-</b>	<b>-</b>	<b>-</b>
53521 - ANDERSON HOUSE ROOF	-	-	-	1	-	-	-
53523 - Surgeon's Quarters' Heat Pump	10,876	-	-	-	-	-	-

Fd#	211	Museum
Dept#	(All)	Museum
SubDept#	(All)	Museum

Row Labels	Data							
	FY16 Actuals	FY17 Actuals	FY18 Projected	FY18 Budget	FY19 Proposal	FY19 Approved	FY19 Adopted	
NON-DEPARTMENTAL EXPENDITURES	-	-	-	187,310	202,685	202,685	202,685	
<b>MUSEUM NON OPERATING EXPENDITURES</b>	-	-	-	<b>187,310</b>	<b>202,685</b>	<b>202,685</b>	<b>202,685</b>	
CONTINGENCY	-	-	-	120,000	142,775	142,775	142,775	
57211 - CONTINGENCY	-	-	-	120,000	142,775	142,775	142,775	
UNAPPROPRIATED	-	-	-	67,310	59,910	59,910	59,910	
59211 - UNAPPROPRIATED	-	-	-	67,310	59,910	59,910	59,910	

# OPERATING BUDGET SUMMARY

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## COUNTY FAIR FUND (203) ADMINISTRATION (18) COUNTY FAIR (5260)

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1. Community impacts/main services provided:

- Facility for large group gatherings
- Wasco County Fair

2. Fund balance/fiscal health:

Year	FTE	Budget	Actual	Variance \$	Variance %
15/16	0.6	202,434	143,550	58,884	29%
16/17	0.6	223,653	175,357	48,296	22%
17/18	0.45	256,349	205,916	50,433	20%
			(estimated)		
18/19	0.3	251,042			

3. Significant budget impacts or changes (include recent FTE changes):

Facilities Operator position is distributed between Fund 203 – County Fair Fund and Fund 223 – Hunt Park at 30/70 split for FY19

4. Opportunities to Enhance Revenue:

- The Fair Board is exploring selling tickets online
- The carnival at the 2017 Fair provided a high commission for advance tickets sold

5. Capital Needs:

- Work still needs to be done on the water and electrical systems. Several plug-ins do not work or circuits get blown under common loads. A generator needs to be wired into service.
- A generator needs to be wired in for service.

6. Extraordinary issues to deal with in the near future (retirements, laws/mandates, etc):

- There are eleven (11) different electric accounts for the Fair/Park complex. Each account has a base charge of \$50/month. This was \$26.90 in the prior year. Many of the accounts only have extremely minimal usage (less than 10 kw per month) so that the base charge dwarfs the charge for power. The Fair Board and Finance are exploring ways to possibly minimize this \$6,600 annual charge.
- Internet service is not sufficient.

Fd#	203	Fair
Dept#	(All)	Fair
SubDept#	(All)	Fair

Row Labels	Data						
	FY16 Actuals	FY17 Actuals	FY18 Projected	FY18 Budget	FY19 Proposal	FY19 Approved	FY19 Adopted
<b>COUNTY FAIR FUND</b>							
<b>Resources</b>	<b>269,267</b>	<b>284,776</b>	<b>265,026</b>	<b>256,349</b>	<b>251,042</b>	<b>251,042</b>	<b>251,042</b>
NON-DEPARTMENTAL RESOURCES	125,717	109,419	112,550	83,669	88,974	88,974	88,974
<b>COUNTY FAIR RESOURCES</b>	<b>125,717</b>	<b>109,419</b>	<b>112,550</b>	<b>83,669</b>	<b>88,974</b>	<b>88,974</b>	<b>88,974</b>
RESOURCES	125,717	109,419	112,550	83,669	88,974	88,974	88,974
400.203 - BEGINNING FUND BALANCE	125,213	79,742	82,577	54,199	59,110	59,110	59,110
417.104 - INTEREST EARNED	504	677	972	470	864	864	864
450.101 - TRANSFER FROM GENERAL FUND	-	29,000	29,000	29,000	29,000	29,000	29,000
ADMINISTRATION	143,550	175,357	152,476	172,680	162,068	162,068	162,068
<b>COUNTY FAIR RESOURCES</b>	<b>143,550</b>	<b>175,357</b>	<b>152,476</b>	<b>172,680</b>	<b>162,068</b>	<b>162,068</b>	<b>162,068</b>
411.129 - ADMISSIONS	25,443	21,271	25,722	22,000	26,000	26,000	26,000
411.131 - FAIR-CAMPING FEES	16,047	6,900	5,045	36,000	17,000	17,000	17,000
411.132 - FAIR REVENUE	33,668	61,727	52,185	36,368	36,368	36,368	36,368
411.133 - FAIR-COMMERCIAL BOOTHS	-	7,537	6,045	5,000	6,500	6,500	6,500
411.137 - FAIR-STALL RENTALS	1,080	499	246	1,112	500	500	500
411.143 - GROUNDS-RV DUMP	-	6	-	-	-	-	-
411.144 - GROUNDS-SHOWERS	354	-	-	-	-	-	-
411.182 - FAIR-CARNIVAL	-	-	3,476	-	3,500	3,500	3,500
411.196 - DERBY ENTRY FEE	-	-	350	-	-	-	-
412.647 - LOTTERY DISTRIBUTION	53,667	53,667	53,167	50,500	53,000	53,000	53,000
418.405 - RENT-FAIR HOUSE	-	945	3,240	7,200	7,200	7,200	7,200
419.436 - DONATIONS	9,817	17,984	3,000	12,000	12,000	12,000	12,000
419.437 - DONATIONS-FAIR FRIENDS	1,000	-	-	-	-	-	-
419.440 - COMMUNITY/PARTNER GRANT	-	-	-	-	-	-	-
419.451 - QUEEN'S FUND	2,471	4,705	-	2,500	-	-	-
421.259 - FAIR-MISC	3	116	-	-	-	-	-
<b>Requirements</b>	<b>192,560</b>	<b>202,198</b>	<b>205,916</b>	<b>256,349</b>	<b>251,042</b>	<b>251,042</b>	<b>251,042</b>
ADMINISTRATION	192,560	202,198	205,916	187,313	183,688	183,688	183,688
<b>COUNTY FAIR PERSONNEL</b>	<b>192,560</b>	<b>202,198</b>	<b>205,916</b>	<b>187,313</b>	<b>183,688</b>	<b>183,688</b>	<b>183,688</b>
PERSONNEL	24,430	22,353	19,397	21,362	15,097	15,097	15,097
51573 - FACILITIES OPERATOR	13,832	14,958	13,350	14,288	10,004	10,004	10,004



Fd#	203	Fair
Dept#	(All)	Fair
SubDept#	(All)	Fair

Row Labels	Data						
	FY16 Actuals	FY17 Actuals	FY18 Projected	FY18 Budget	FY19 Proposal	FY19 Approved	FY19 Adopted
51602 - OVERTIME	-	131	-	-	-	-	-
51640 - LONGEVITY	-	-	-	-	-	-	-
51680 - VACATION CASH OUT	-	1,011	-	-	-	-	-
51681 - COMP/HOLIDAY BANK CASHOUT	-	18	-	-	-	-	-
51701 - FICA	894	1,194	1,021	1,093	765	765	765
51705 - WORKERS' COMPENSATION	250	270	96	352	241	241	241
51721 - PERS	2,214	892	1,538	1,646	1,153	1,153	1,153
51729 - HEALTH INSURANCE	6,741	3,538	3,051	3,585	2,669	2,669	2,669
51730 - DENTAL INSURANCE	416	272	263	310	204	204	204
51732 - LONG TERM DISABILITY	67	58	65	76	53	53	53
51733 - LIFE INSURANCE	16	11	11	12	8	8	8
MATERIALS & SERVICES	168,130	179,845	186,519	165,950	168,590	168,590	168,590
52101 - ADVERTISING & PROMOTIONS	7,209	8,672	17,013	8,000	9,000	9,000	9,000
52111 - DUES & SUBSCRIPTIONS	1,619	1,643	1,050	1,600	1,600	1,600	1,600
52114 - INSURANCE & BONDS - FAIR	28,543	30,173	30,393	30,000	30,000	30,000	30,000
52115 - LEGAL NOTICES & PUBLISHING	-	64	-	-	-	-	-
52122 - TELEPHONE	1,646	1,068	1,606	-	640	640	640
52135 - QUEEN SCHOLARSHIPS	-	500	500	500	500	500	500
52147 - QUEEN'S FUND	1,253	4,145	2,346	2,500	2,500	2,500	2,500
52316 - GROUNDS	3,919	1,155	4,000	4,000	4,000	4,000	4,000
52386 - FAIR	68,276	78,882	70,664	68,000	68,000	68,000	68,000
52401 - CONTRACTED SERVICES	2,338	6,000	4,965	4,000	4,000	4,000	4,000
52601 - EQUIPMENT - NON CAPITAL	15,225	2,807	6,000	6,000	6,000	6,000	6,000
52651 - EQUIPMENT - REPAIR & MAINTENANCE	2,614	2,108	4,500	4,500	4,500	4,500	4,500
52656 - GAS & OIL	639	419	850	850	850	850	850
52711 - MEALS LODGING & REGISTRATION	4,299	4,960	4,992	5,500	5,500	5,500	5,500
52731 - TRAVEL & MILEAGE	1,685	2,817	2,388	2,000	2,000	2,000	2,000
52801 - BLDG REPAIR & MAINT	4,405	11,902	9,469	8,000	6,000	6,000	6,000
52870 - UTILITIES	16,769	19,621	23,487	17,000	20,000	20,000	20,000
52909 - SUPPLIES	7,691	2,909	2,297	3,500	3,500	3,500	3,500
CAPITAL OUTLAY	-	-	-	1	1	1	1
53111 - CAPITAL EXPENDITURES	-	-	-	1	1	1	1

Fd#	203	Fair
Dept#	(All)	Fair
SubDept#	(All)	Fair

Row Labels	Data							
	FY16 Actuals	FY17 Actuals	FY18 Projected	FY18 Budget	FY19 Proposal	FY19 Approved	FY19 Adopted	
NON-DEPARTMENTAL EXPENDITURES	-	-	-	69,036	67,354	67,354	67,354	
<b>COUNTY FAIR EXPENDITURES</b>	-	-	-	<b>69,036</b>	<b>67,354</b>	<b>67,354</b>	<b>67,354</b>	
CONTINGENCY	-	-	-	20,000	18,318	18,318	18,318	
57203 - CONTINGENCY	-	-	-	20,000	18,318	18,318	18,318	
UNAPPROPRIATED	-	-	-	49,036	49,036	49,036	49,036	
59203 - UNAPPROPRIATED	-	-	-	49,036	49,036	49,036	49,036	

# OPERATING BUDGET SUMMARY

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## HUNT PARK (223) ADMINISTRATINO (18) PARKS (5223)

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1. Community impacts/main services provided:
  - Facility for large group gatherings and events
  - Short term RV camping

2. Fund balance/fiscal health:

Year	FTE	Budget	Actual	Variance \$	Variance %
15/16	0.4	147,300	52,191	95,109	65%
16/17	0.4	205,960	51,982	153,978	75%
17/18	0.55	262,694	60,588	202,106	77%
			(estimated)		
18/19	0.7	343,898			

3. Significant budget impacts or changes (include recent FTE changes):

- Facilities Operator position is distributed between Fund 203 – County Fair Fund and Fund 223 – Hunt Park at 30/70 split for FY19

4. Opportunities to Enhance Revenue:

5. Capital Needs:

Work still needs to be done on the water and electrical systems. Several plug-ins do not work or circuits get blown under common loads.

6. Extraordinary issues to deal with in the near future (retirements, laws/mandates, etc):

- There are eleven (11) different electric accounts for the Fair/Park complex. Each account has a base charge of \$50/month. This was \$26.90 in the prior year. Many of the accounts only have extremely minimal usage (less than 10 kw per month) so that the base charge dwarfs the charge for power. The Fair Board and Finance and exploring ways to possibly minimize this \$6,600 annual charge.
- Internet service is not sufficient.

Fd#	223	Park
Dept#	(All)	Park
SubDept#	(All)	Park

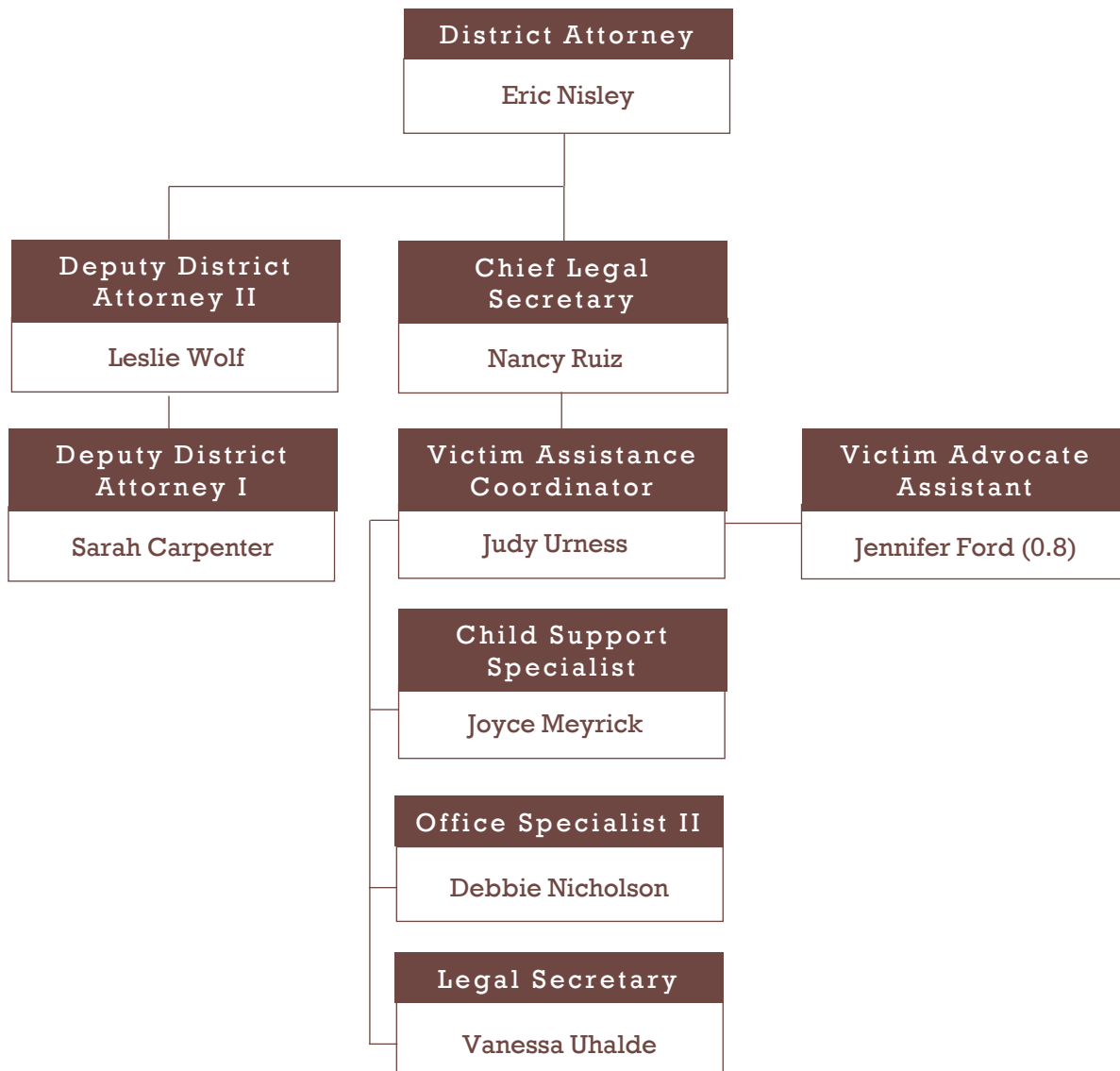
Row Labels	Data						
	FY16 Actuals	FY17 Actuals	FY18 Projected	FY18 Budget	FY19 Proposal	FY19 Approved	FY19 Adopted
<b>PARKS FUND</b>							
<b>Resources</b>	<b>225,841</b>	<b>278,721</b>	<b>316,486</b>	<b>262,694</b>	<b>343,898</b>	<b>343,898</b>	<b>343,898</b>
NON-DEPARTMENTAL RESOURCES	124,174	174,765	229,167	180,694	257,898	257,898	257,898
<b>PARKS RESOURCES</b>	<b>124,174</b>	<b>174,765</b>	<b>229,167</b>	<b>180,694</b>	<b>257,898</b>	<b>257,898</b>	<b>257,898</b>
RESOURCES	124,174	174,765	229,167	180,694	257,898	257,898	257,898
400.223 - BEGINNING FUND BALANCE	123,409	172,934	227,490	180,119	255,898	255,898	255,898
417.104 - INTEREST EARNED	765	1,831	1,677	575	2,000	2,000	2,000
ADMINISTRATION	101,667	103,956	87,319	82,000	86,000	86,000	86,000
<b>PARKS</b>	<b>101,667</b>	<b>103,956</b>	<b>87,319</b>	<b>82,000</b>	<b>86,000</b>	<b>86,000</b>	<b>86,000</b>
RESOURCES	101,667	103,956	87,319	82,000	86,000	86,000	86,000
411.141 - GROUNDS-CAMPING FEES	35,081	25,632	26,153	25,000	25,000	25,000	25,000
411.144 - GROUNDS-SHOWERS	2,599	2,779	2,007	2,000	2,000	2,000	2,000
412.658 - STATE RV ALLOCATION	57,412	74,259	55,000	55,000	59,000	59,000	59,000
412.681 - STATE GRANT/REIMBURSEMENT	6,575	-	-	-	-	-	-
418.405 - RENT-FAIR HOUSE	-	1,155	3,960	-	-	-	-
421.241 - MISC RECEIPTS	-	131	198	-	-	-	-
<b>Requirements</b>	<b>52,191</b>	<b>51,982</b>	<b>60,588</b>	<b>262,694</b>	<b>343,898</b>	<b>343,898</b>	<b>343,898</b>
ADMINISTRATION	52,191	51,982	60,588	74,562	117,525	117,525	117,525
<b>PARKS</b>	<b>52,191</b>	<b>51,982</b>	<b>60,588</b>	<b>74,562</b>	<b>117,525</b>	<b>117,525</b>	<b>117,525</b>
PERSONNEL	16,286	14,902	23,833	26,111	35,230	35,230	35,230
51573 - FACILITIES OPERATOR	9,221	9,972	16,317	17,464	23,344	23,344	23,344
51602 - OVERTIME	-	87	-	-	-	-	-
51640 - LONGEVITY	-	-	-	-	-	-	-
51680 - VACATION CASH OUT	-	674	-	-	-	-	-
51681 - COMP/HOLIDAY BANK CASHOUT	-	12	-	-	-	-	-
51701 - FICA	596	796	1,248	1,336	1,786	1,786	1,786
51705 - WORKERS' COMPENSATION	166	180	243	431	563	563	563
51721 - PERS	1,476	595	1,880	2,012	2,689	2,689	2,689
51729 - HEALTH INSURANCE	4,494	2,359	3,729	4,381	6,229	6,229	6,229
51730 - DENTAL INSURANCE	277	181	322	379	476	476	476
51732 - LONG TERM DISABILITY	45	39	80	93	124	124	124
51733 - LIFE INSURANCE	11	7	13	15	19	19	19

Fd#	223	Park
Dept#	(All)	Park
SubDept#	(All)	Park

Row Labels	Data						
	FY16 Actuals	FY17 Actuals	FY18 Projected	FY18 Budget	FY19 Proposal	FY19 Approved	FY19 Adopted
MATERIALS & SERVICES	35,905	37,080	36,755	48,450	62,295	62,295	62,295
52122 - TELEPHONE	832	1,068	645	1,100	960	960	960
52316 - GROUNDS	171	818	150	5,000	5,000	5,000	5,000
52401 - CONTRACTED SERVICES	7,168	2,914	2,621	9,500	19,500	19,500	19,500
52456 - CONTR SRVCS - PINE HOLLOW PARK MAINT	3,000	-	-	-	-	-	-
52601 - EQUIPMENT - NON CAPITAL	4,762	6,350	8,000	8,000	8,000	8,000	8,000
52651 - EQUIPMENT - REPAIR & MAINTENANCE	2,234	665	2,500	2,500	2,500	2,500	2,500
52656 - GAS & OIL	639	969	171	850	935	935	935
52731 - TRAVEL & MILEAGE	-	13	1,000	1,000	1,000	1,000	1,000
52801 - BLDG REPAIR & MAINT	2,303	8,206	7,585	5,000	5,000	5,000	5,000
52870 - UTILITIES	13,167	14,249	12,604	10,500	14,400	14,400	14,400
52909 - SUPPLIES	1,629	1,828	1,478	5,000	5,000	5,000	5,000
CAPITAL OUTLAY	-	-	-	1	20,000	20,000	20,000
53111 - CAPITAL EXPENDITURES	-	-	-	1	20,000	20,000	20,000
NON-DEPARTMENTAL EXPENDITURES	-	-	-	188,132	226,373	226,373	226,373
<b>PARKS EXPENDITURES</b>	-	-	-	<b>188,132</b>	<b>226,373</b>	<b>226,373</b>	<b>226,373</b>
CONTINGENCY	-	-	-	20,000	60,000	60,000	60,000
57223 - CONTINGENCY	-	-	-	20,000	60,000	60,000	60,000
UNAPPROPRIATED	-	-	-	168,132	166,373	166,373	166,373
59223 - UNAPPROPRIATED	-	-	-	168,132	166,373	166,373	166,373

# ORGANIZATIONAL CHART

## DISTRICT ATTORNEY



# OPERATING BUDGET SUMMARY

## GENERAL FUND (101) DISTRICT ATTORNEY (19) DISTRICT ATTORNEY (5133)

1. Community impacts/main services provided:

- Prosecution of crimes and probation violations in Wasco County. In 2017, we filed 1,159 separate matters. This breaks down into 255 felonies, 384 misdemeanors, and 520 probation violations. This does not include violation matters.
- Prosecute delinquency matters in Circuit Court.
- Assist Wasco County Sheriff, City of The Dalles Police, Intertribe, Oregon State Police, and Federal Law enforcement with investigation of crimes including drafting search warrants and crime scene attendance.
- Appear on dependency cases (less frequently than in the past).

2. Fund balance/fiscal health:

Year	FTE	Budget	Actual	Variance \$	Variance %
15/16	7.2	539,782	553,841	(14,059)	-3%
16/17	7.4	576,865	577,999	(1,134)	0%
17/18	7.7	700,904	582,482	118,422	17%
			(estimated)		
18/19	7.7	680,795			

3. Significant budget impacts or changes (include recent FTE changes): Lost Child Support program due to staffing loss. CAMI Grant mandatory funding shift resulted in Child Abuse Center utilization in Hood River for Wasco County.
4. Opportunities to Enhance: We continue to work on digitizing our files.
5. Capital Needs: Moving of rolling filing cabinet and remodel of area where cabinets are located now. Some level of security at our front entrance.
6. Extraordinary issues to deal with in the near future (retirements, laws/mandates, etc): Grand Jury recordation presents significant funding and logistical issues. This will create more work for us as well; it will require filing of motions and court time to address defense counsel’s access to transcripts of recordings. It will also require transcription of grand jury proceedings. It may require hiring additional staff, most likely a paralegal.

Eventually, the county will need to hire another prosecutor and additional support staff. This will become an immediate necessity of the City closes down it Municipal Court or converts it to a simple traffic court. Municipal Court handles around 300 criminal cases per year. Also, having only three prosecutors creates staffing problems if two prosecutors are out of the office.

Fd#	101	General Fund
Dept#	19	District Attorney
SubDept#	5133	District Attorney

Row Labels	Data							
	FY16 Actuals	FY17 Actuals	FY18 Projected	FY18 Budget	FY19 Proposal	FY19 Approved	FY19 Adopted	
<b>GENERAL FUND</b>								
<b>Resources</b>	<b>207,019</b>	<b>220,990</b>	<b>142,036</b>	<b>229,943</b>	<b>221,484</b>	<b>221,484</b>	<b>221,484</b>	<b>221,484</b>
DISTRICT ATTORNEY	207,019	220,990	142,036	229,943	221,484	221,484	221,484	221,484
<b>DISTRICT ATTORNEY</b>	<b>207,019</b>	<b>220,990</b>	<b>142,036</b>	<b>229,943</b>	<b>221,484</b>	<b>221,484</b>	<b>221,484</b>	<b>221,484</b>
RESOURCES	207,019	220,990	142,036	229,943	221,484	221,484	221,484	221,484
412.102 - VICTIM'S/WITNESS ASSISTANCE PROGRAM	18,787	25,296	18,921	24,557	28,609	28,609	28,609	28,609
412.617 - CAMI GRANT-WASCO	47,755	48,168	45,000	45,000	56,507	56,507	56,507	56,507
412.621 - CHILD SUPPORT ENFORCEMENT	10,338	9,824	2,322	6,000	-	-	-	-
412.640 - DOJ - DEPENDENCY	2,883	-	-	-	-	-	-	-
413.892 - VOCA BASIC - #16.575	44,777	64,650	42,916	85,386	56,365	56,365	56,365	56,365
413.908 - FEDERAL TITLE IV INCOME - #93.658	-	-	-	-	-	-	-	-
413.916 - CHILD SUPPORT ENFORCEMENT #93.563	60,476	52,206	12,784	49,000	-	-	-	-
421.241 - MISC RECEIPTS	181	16	-	-	-	-	-	-
421.242 - PHOTO/DIGITAL COPY FEES	21,822	20,830	20,094	20,000	20,000	20,000	20,000	20,000
413.931 - VOCA EXPANSION #16.575	-	-	-	-	34,023	34,023	34,023	34,023
413.932 - VOCA SST #16.757	-	-	-	-	18,480	18,480	18,480	18,480
413.933 - VOCA ONE TIME 16.575	-	-	-	-	7,500	7,500	7,500	7,500
<b>Requirements</b>	<b>553,841</b>	<b>577,999</b>	<b>582,482</b>	<b>700,904</b>	<b>680,795</b>	<b>680,795</b>	<b>680,795</b>	<b>680,795</b>
DISTRICT ATTORNEY	553,841	577,999	582,482	700,904	680,795	680,795	680,795	680,795
<b>DISTRICT ATTORNEY</b>	<b>553,841</b>	<b>577,999</b>	<b>582,482</b>	<b>700,904</b>	<b>680,795</b>	<b>680,795</b>	<b>680,795</b>	<b>680,795</b>
PERSONNEL	497,326	516,009	483,495	605,092	563,767	563,767	563,767	563,767
51269 - SEASONAL/TEMPORARY	-	-	3,129	-	9,984	9,984	9,984	9,984
51451 - DEPUTY DA I	61,983	65,863	63,496	67,722	69,192	69,192	69,192	69,192
51452 - CHIEF LEGAL SECRETARY	43,239	42,515	41,713	44,550	45,674	45,674	45,674	45,674
51453 - CHILD SUPPORT SPECIALIST	38,746	39,367	-	42,487	-	-	-	-
51454 - LEGAL SECRETARY	36,614	36,462	34,532	36,884	37,796	37,796	37,796	37,796
51455 - OFFICE SPECIALIST II	21,970	24,109	29,682	29,280	30,648	30,648	30,648	30,648
51456 - VICTIM ASSISTANCE	37,427	40,791	38,242	40,800	40,800	40,800	40,800	40,800
51457 - OFFICE SPECIALIST I	30,935	27,389	29,413	31,536	32,328	32,328	32,328	32,328
51458 - DEPUTY DA II	73,652	77,618	73,131	78,588	79,560	79,560	79,560	79,560
51459 - Victim Advocate Grant Position	3,645	11,953	19,416	55,211	26,130	26,130	26,130	26,130
51640 - LONGEVITY	-	-	-	-	-	-	-	-



Fd#	101	General Fund
Dept#	19	District Attorney
SubDept#	5133	District Attorney

Row Labels	Data							
	FY16 Actuals	FY17 Actuals	FY18 Projected	FY18 Budget	FY19 Proposal	FY19 Approved	FY19 Adopted	
51680 - VACATION CASH OUT	-	-	-	-	-	-	-	
51681 - COMP/HOLIDAY BANK CASHOUT	731	947	-	700	-	-	-	
51701 - FICA	25,325	26,708	23,836	28,227	26,353	26,353	26,353	
51703 - UNEMPLOYMENT INSURANCE	-	-	317	-	-	-	-	
51705 - WORKERS' COMPENSATION	168	467	368	812	705	705	705	
51721 - PERS	42,835	42,679	48,536	58,664	55,371	55,371	55,371	
51729 - HEALTH INSURANCE	72,639	71,950	71,335	81,972	101,692	101,692	101,692	
51730 - DENTAL INSURANCE	5,546	5,158	4,516	5,507	5,435	5,435	5,435	
51732 - LONG TERM DISABILITY	1,655	1,828	1,649	1,936	1,883	1,883	1,883	
51733 - LIFE INSURANCE	216	205	186	216	216	216	216	
MATERIALS & SERVICES	56,515	51,093	98,987	95,812	117,028	117,028	117,028	
52111 - DUES & SUBSCRIPTIONS	5,581	5,130	8,120	5,500	5,530	5,530	5,530	
52122 - TELEPHONE	904	1,224	1,110	1,200	1,400	1,400	1,400	
52302 - DA LAW LIBRARY	4,012	3,445	2,961	3,684	4,000	4,000	4,000	
52303 - DA WITNESS FEES	-	-	300	300	300	300	300	
52331 - MEDICAL CARE/ASSESSMENT	481	-	2,200	2,200	2,500	2,500	2,500	
52332 - MEDICAL EXAMINER	22,912	13,667	12,000	12,000	7,500	7,500	7,500	
52347 - SPECIAL INVESTIGATIONS	3,960	6,748	8,000	8,000	8,000	8,000	8,000	
52349 - ELECTRONIC DISCOVERY FEE	2,532	2,165	2,405	2,400	2,880	2,880	2,880	
52356 - VICTIM DONATION EXPENDITURE	-	-	-	-	7,258	7,258	7,258	
52409 - CONTR SRVCS - OTHER	-	-	-	-	13,600	13,600	13,600	
52446 - CONTR SRVCS - CAMI	-	215	34,602	35,000	35,000	35,000	35,000	
52604 - EQUIPMENT - OFFICE	943	482	9,528	9,528	10,714	10,714	10,714	
52651 - EQUIPMENT - REPAIR & MAINTENANCE	26	333	433	500	500	500	500	
52703 - TRAINING & EDUCATION - CAMI	4,814	5,826	4,500	4,500	6,000	6,000	6,000	
52711 - MEALS LODGING & REGISTRATION	5,018	6,401	8,649	5,500	5,850	5,850	5,850	
52731 - TRAVEL & MILEAGE	1,035	1,860	181	1,500	1,500	1,500	1,500	
52910 - SUPPLIES - OFFICE	4,297	3,398	4,000	4,000	3,996	3,996	3,996	
52912 - SUPPLIES - CAMI	-	199	-	-	500	500	500	
CAPITAL OUTLAY	-	10,897	-	-	-	-	-	
53111 - CAPITAL EXPENDITURES	-	10,897	-	-	-	-	-	

Fd#	209	Law Library Fund
Dept#	(All)	District Attorney
SubDept#	(All)	Law Library Fund

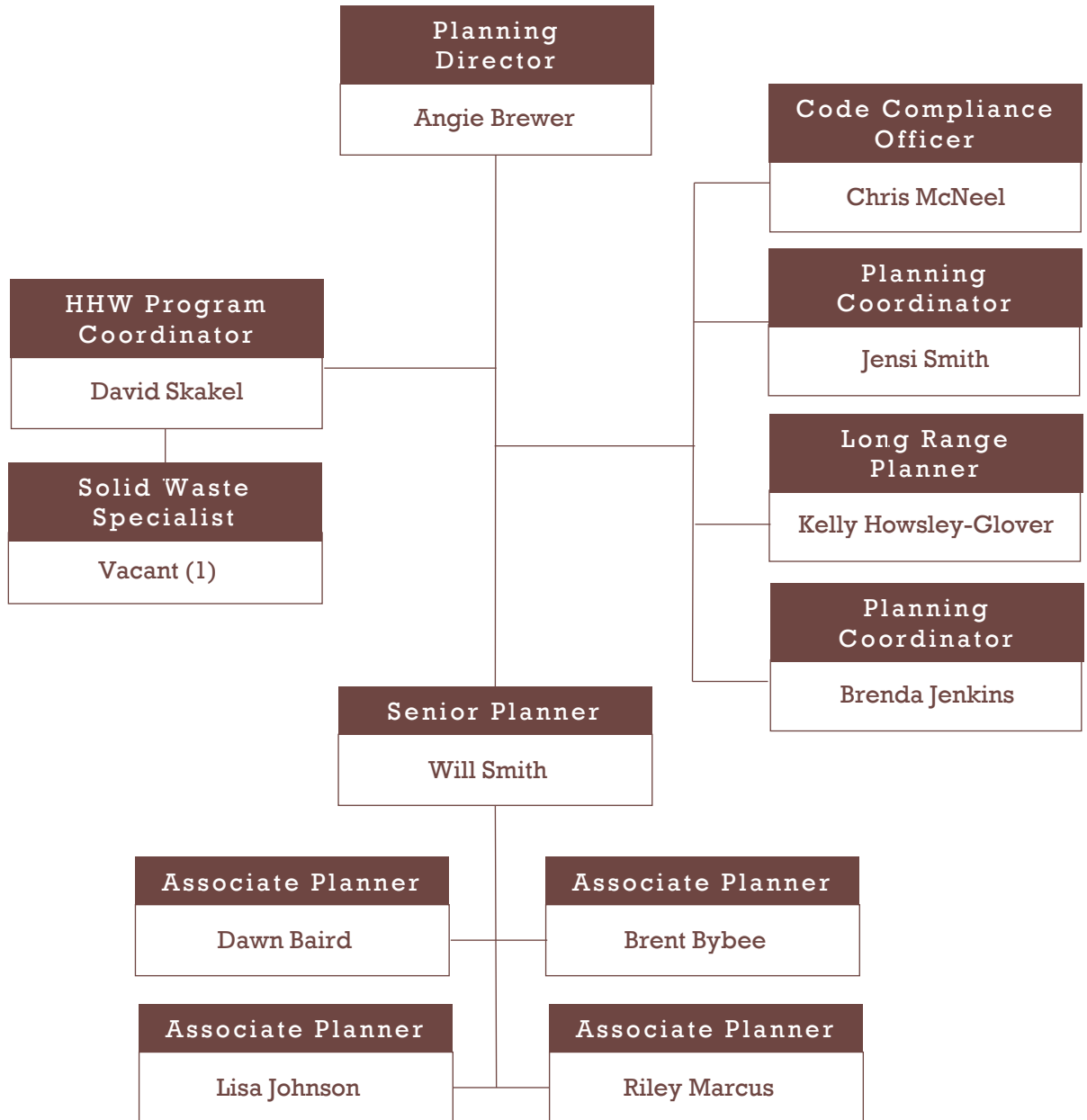
Row Labels	Data								
	FY16	Actuals	FY17	Actuals	FY18	FY18	FY19	FY19	FY19
					Projected	Budget	Proposal	Approved	Adopted
<b>LAW LIBRARY FUND</b>									
<b>Resources</b>	<b>151,686</b>		<b>156,516</b>		<b>169,052</b>	<b>159,106</b>	<b>160,104</b>	<b>160,104</b>	<b>160,104</b>
NON-DEPARTMENTAL RESOURCES	126,155		130,985		136,064	129,106	130,104	130,104	130,104
<b>LAW LIBRARY RESOURCES</b>	<b>126,155</b>		<b>130,985</b>		<b>136,064</b>	<b>129,106</b>	<b>130,104</b>	<b>130,104</b>	<b>130,104</b>
RESOURCES	126,155		130,985		136,064	129,106	130,104	130,104	130,104
400.209 - BEGINNING FUND BALANCE	125,428		129,645		134,514	128,406	128,704	128,704	128,704
417.104 - INTEREST EARNED	727		1,340		1,549	700	1,400	1,400	1,400
DISTRICT ATTORNEY	25,531		25,531		32,988	30,000	30,000	30,000	30,000
<b>LAW LIBRARY</b>	<b>25,531</b>		<b>25,531</b>		<b>32,988</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>
RESOURCES	25,531		25,531		32,988	30,000	30,000	30,000	30,000
411.157 - LIBRARY FEES	25,531		25,531		32,988	30,000	30,000	30,000	30,000
<b>Requirements</b>	<b>22,041</b>		<b>22,001</b>		<b>40,348</b>	<b>159,106</b>	<b>160,104</b>	<b>160,104</b>	<b>160,104</b>
DISTRICT ATTORNEY	14,041		14,001		40,348	46,984	46,364	46,364	46,364
<b>LAW LIBRARY</b>	<b>14,041</b>		<b>14,001</b>		<b>40,348</b>	<b>46,984</b>	<b>46,364</b>	<b>46,364</b>	<b>46,364</b>
MATERIALS & SERVICES	14,041		14,001		40,348	46,984	46,364	46,364	46,364
52111 - DUES & SUBSCRIPTIONS	-		-		8,184	8,184	-	-	-
52119 - RENT	-		-		8,800	8,800	8,800	8,800	8,800
52601 - EQUIPMENT - NON CAPITAL	-		-		-	-	2,500	2,500	2,500
52971 - BOOKS	14,041		14,001		23,364	30,000	35,064	35,064	35,064
NON-DEPARTMENTAL EXPENDITURES	8,000		8,000		-	112,122	113,740	113,740	113,740
<b>LAW LIBRARY EXPENDITURES</b>	<b>8,000</b>		<b>8,000</b>		<b>-</b>	<b>112,122</b>	<b>113,740</b>	<b>113,740</b>	<b>113,740</b>
TRANSFERS	8,000		8,000		-	-	-	-	-
55101 - TRANSFER TO GENERAL FUND	8,000		8,000		-	-	-	-	-
CONTINGENCY	-		-		-	110,300	110,300	110,300	110,300
57209 - CONTINGENCY	-		-		-	110,300	110,300	110,300	110,300
UNAPPROPRIATED	-		-		-	1,822	3,440	3,440	3,440
59209 - UNAPPROPRIATED	-		-		-	1,822	3,440	3,440	3,440

Fd#	210	District Attorney Fund
Dept#	(All)	District Attorney
SubDept#	(All)	District Attorney

Row Labels	Data						
	FY16 Actuals	FY17 Actuals	FY18 Projected	FY18 Budget	FY19 Proposal	FY19 Approved	FY19 Adopted
<b>DISTRICT ATTORNEY</b>							
<b>Resources</b>	<b>31,871</b>	<b>24,438</b>	<b>20,615</b>	<b>18,400</b>	<b>16,141</b>	<b>16,141</b>	<b>16,141</b>
NON-DEPARTMENTAL RESOURCES	29,484	19,897	17,484	14,400	12,141	12,141	12,141
<b>DISTRICT ATTORNEY NON OPERATING RESOURCES</b>	<b>29,484</b>	<b>19,897</b>	<b>17,484</b>	<b>14,400</b>	<b>12,141</b>	<b>12,141</b>	<b>12,141</b>
RESOURCES	29,484	19,897	17,484	14,400	12,141	12,141	12,141
400.210 - BEGINNING FUND BALANCE	29,347	19,721	17,334	14,300	12,011	12,011	12,011
417.104 - INTEREST EARNED	137	176	150	100	130	130	130
DISTRICT ATTORNEY	2,387	4,541	3,130	4,000	4,000	4,000	4,000
<b>DISTRICT ATTORNEY OPERATING EXPENDITURES</b>	<b>2,387</b>	<b>4,541</b>	<b>3,130</b>	<b>4,000</b>	<b>4,000</b>	<b>4,000</b>	<b>4,000</b>
RESOURCES	2,387	4,541	3,130	4,000	4,000	4,000	4,000
419.431 - VICTIM DONATION	1,454	3,004	2,164	3,000	3,000	3,000	3,000
419.432 - DRUG COURT DONATIONS	933	1,537	966	1,000	1,000	1,000	1,000
<b>Requirements</b>	<b>12,150</b>	<b>7,105</b>	<b>8,604</b>	<b>18,400</b>	<b>16,141</b>	<b>16,141</b>	<b>16,141</b>
DISTRICT ATTORNEY	7,150	5,305	6,804	15,600	16,141	16,141	16,141
<b>DISTRICT ATTORNEY OPERATING EXPENDITURES</b>	<b>7,150</b>	<b>5,305</b>	<b>6,804</b>	<b>15,600</b>	<b>16,141</b>	<b>16,141</b>	<b>16,141</b>
MATERIALS & SERVICES	7,150	5,305	6,804	15,600	16,141	16,141	16,141
52353 - DRUG TESTING	1,533	589	908	2,000	1,200	1,200	1,200
52356 - VICTIM DONATION EXPENDITURE	3,622	2,036	5,643	10,000	9,676	9,676	9,676
52370 - MISC EXPENDITURES	-	-	-	-	-	-	-
52390 - TREATMENT	1,350	-	-	1,000	1,000	1,000	1,000
52391 - INCENTIVES	416	596	-	500	500	500	500
52398 - ADMINISTRATIVE COST	-	-	-	-	1,800	1,800	1,800
52711 - MEALS LODGING & REGISTRATION	90	2,054	83	2,000	1,900	1,900	1,900
52731 - TRAVEL & MILEAGE	139	30	51	100	65	65	65
52910 - SUPPLIES - OFFICE	-	-	118	-	-	-	-
NON-DEPARTMENTAL EXPENDITURES	5,000	1,800	1,800	2,800	-	-	-
<b>DISTRICT ATTORNEY NON OPERATING EXPENDIT</b>	<b>5,000</b>	<b>1,800</b>	<b>1,800</b>	<b>2,800</b>	<b>-</b>	<b>-</b>	<b>-</b>
TRANSFERS	5,000	1,800	1,800	1,800	-	-	-
55101 - TRANSFER TO GENERAL FUND	5,000	1,800	1,800	1,800	-	-	-
CONTINGENCY	-	-	-	1,000	-	-	-
57210 - CONTINGENCY	-	-	-	1,000	-	-	-

# ORGANIZATIONAL CHART

## PLANNING



# OPERATING BUDGET SUMMARY

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## GENERAL FUND (101) PLANNING (21) PLANNING & DEVELOPMENT (5124)

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1. Community Impacts / Main Services Provided:

- Customer Service – for landowners, realtors, applicants, partner agencies, and others
- Development Review – land use compatibility verification, permits, and land use decisions
- Long-Range Planning – balancing of economic needs and resource protection through voluntary and required comprehensive plan amendments and ordinance updates
- Special Project Planning – program level projects for improved public support and services
- Code Compliance – enhance the beauty, livability, economy, health and safety
- Inter-Jurisdictional Coordination – ensure efficiencies and opportunities where possible
- Household Hazardous Waste & Recycling Program – Oversight and management of the program; hazardous waste disposal and recycling education and outreach to residents
- Addressing – ensuring citizens receive mail and can be found in the event of an emergency

2. Fund Balance/Fiscal Health

Year	FTE	Budget	Actual	Variance \$	Variance %
15/16	9.4	680,247	542,817	137,430	20%
16/17	9.4	759,017	671,315	87,702	12%
17/18	9.4	752,362	699,405	52,957	7%
			(estimated)		
18/19	9.8	810,905			

3. Significant budget impacts or changes (include recent FTE changes):

- Will exceed projected revenue by approximately \$50,000 or more.
- Change to FTE: increase shared Program Assistant from 0.4FTE to 0.8 FTE in Planning budget
  - Necessary for succession planning and an archiving and indexing project.
  - Temporary increase, one position remains after retirement in 2020.
  - Unexpected increase in revenue will cover the cost of the increase.
- Other small adjustments reflect anticipated costs of public notification requirements of rule changes, staff training resources, and office supplies.

4. Opportunities to Enhance Revenue:

- Pursue code compliance fees allowed by current ordinances:
  - Land use violations: fines in the form of increased permit costs for retroactive reviews.
  - Nuisance violations: fines in the form of citations.
  - All violations: fines can be levied by the Board of Commissioners.
- Review the fee schedule for any changes deemed appropriate by the Board of Commissioners.

5. Capital Needs:

- None specified for this process.

6. Extraordinary issues to deal with in the near future (retirements, laws/mandates, etc.):
- Retirement of two long-time staff in 2018 and 2020 (FTE ask is succession planning)
  - Long-term commitment of building codes services is still to be determined.
  - In the middle of updating the Comprehensive plan (anticipated and planned).
  - High levels of involvement in the Gorge 2020 Scenic Area rule update process.
  - Vehicles were never cycled down last year; we expect that they will this year and that we will also need to repair our existing vehicles.
  - Unfunded mandate: FEMA Biological Opinion Model Code (changes to floodplain protections)
  - Unfunded mandate: FEMA RiskMap project (updates to the floodplain map using Lidar)
  - Remodel of the building is being planned for the near future
    - i. Updates to the HVAC system *may* be necessary to comply with OSHA report
    - ii. Security and ADA improvements
    - iii. Expansion of space for staff work stations and front counter
    - iv. Addition of conference spaces for all county staff

Fd#	101	General Fund
Dept#	21	Planning
SubDept#	5124	Planning & Development

Row Labels	Data						
	FY16 Actuals	FY17 Actuals	FY18 Projected	FY18 Budget	FY19 Proposal	FY19 Approved	FY19 Adopted
<b>GENERAL FUND</b>							
<b>Resources</b>	<b>139,775</b>	<b>208,196</b>	<b>133,769</b>	<b>192,272</b>	<b>161,980</b>	<b>161,980</b>	<b>161,980</b>
PLANNING	139,775	208,196	133,769	192,272	161,980	161,980	161,980
<b>PLANNING &amp; DEVELOPMENT</b>	<b>139,775</b>	<b>208,196</b>	<b>133,769</b>	<b>192,272</b>	<b>161,980</b>	<b>161,980</b>	<b>161,980</b>
RESOURCES	139,775	208,196	133,769	192,272	161,980	161,980	161,980
411.154 - LAND USE PERMITS	86,372	107,812	124,168	95,000	102,000	102,000	102,000
411.165 - RECORDING FEES	8,357	10,274	8,412	4,000	5,000	5,000	5,000
411.198 - CODE COMPLIANCE	-	-	-	50	1,000	1,000	1,000
412.681 - STATE GRANT/REIMBURSEMENT	-	-	-	48,122	8,500	8,500	8,500
413.851 - NATL SCENIC AREA GRANT - #10.670	45,000	90,000	-	45,000	45,000	45,000	45,000
414.359 - PROJECT SERVICES	-	-	-	50	380	380	380
421.241 - MISC RECEIPTS	-	-	108	50	50	50	50
421.242 - PHOTO/DIGITAL COPY FEES	46	110	1,082	-	50	50	50
<b>Requirements</b>	<b>542,817</b>	<b>671,315</b>	<b>699,405</b>	<b>752,362</b>	<b>810,905</b>	<b>810,905</b>	<b>810,905</b>
PLANNING	542,817	671,315	699,405	752,362	810,905	810,905	810,905
<b>PLANNING &amp; DEVELOPMENT</b>	<b>542,817</b>	<b>671,315</b>	<b>699,405</b>	<b>752,362</b>	<b>810,905</b>	<b>810,905</b>	<b>810,905</b>
PERSONNEL	497,788	627,733	661,150	681,466	758,854	758,854	758,854
51550 - PLANNING DIR	62,690	63,633	68,819	68,819	77,198	77,198	77,198
51551 - ASSOC PLANNERS	148,036	164,325	204,520	204,520	219,900	219,900	219,900
51552 - PLANNING COORDINATOR	42,607	43,442	43,440	43,440	44,592	44,592	44,592
51553 - PLANNING ASSISTANT	24,911	76,305	54,059	63,882	74,844	74,844	74,844
51554 - SENIOR PLANNER	53,688	68,155	69,936	69,936	65,622	65,622	65,622
51555 - CODE ENFORCEMENT OFFICER	42,994	46,444	37,560	47,941	50,188	50,188	50,188
51602 - OVERTIME	1,911	-	72	-	-	-	-
51621 - CELL PHONE ALLOWANCE	-	-	-	-	-	-	-
51640 - LONGEVITY	-	-	-	-	-	-	-
51680 - VACATION CASH OUT	1,484	-	-	-	-	-	-
51681 - COMP/HOLIDAY BANK CASHOUT	259	69	81	-	-	-	-
51701 - FICA	29,347	35,318	37,285	37,285	39,230	39,230	39,230
51705 - WORKERS' COMPENSATION	1,404	3,852	6,325	6,325	7,414	7,414	7,414
51721 - PERS	33,827	46,504	57,050	57,050	63,457	63,457	63,457
51729 - HEALTH INSURANCE	48,102	71,025	74,116	74,116	106,720	106,720	106,720
51730 - DENTAL INSURANCE	4,623	5,943	5,714	5,714	6,579	6,579	6,579

Fd#	101	General Fund
Dept#	21	Planning
SubDept#	5124	Planning & Development

Row Labels	Data							
	FY16 Actuals	FY17 Actuals	FY18 Projected	FY18 Budget	FY19 Proposal	FY19 Approved	FY19 Adopted	
51732 - LONG TERM DISABILITY	1,723	2,482	1,987	2,214	2,822	2,822	2,822	
51733 - LIFE INSURANCE	182	236	186	224	288	288	288	
MATERIALS & SERVICES	45,029	43,582	38,255	70,896	52,051	52,051	52,051	
52105 - COPYING & PRINTING	417	1,573	262	1,500	1,000	1,000	1,000	
52111 - DUES & SUBSCRIPTIONS	1,999	2,280	503	3,831	3,746	3,746	3,746	
52115 - LEGAL NOTICES & PUBLISHING	1,721	2,736	788	2,850	5,850	5,850	5,850	
52116 - POSTAGE	306	1,235	147	2,500	500	500	500	
52122 - TELEPHONE	553	361	233	1,800	1,650	1,650	1,650	
52339 - RECORDING FEES	5,947	8,214	7,530	4,000	500	500	500	
52340 - REFUNDS	8,340	5,487	845	2,500	2,500	2,500	2,500	
52387 - CODE ENFORCEMENT PROJECTS & LIENS	-	-	1,000	1,000	1,000	1,000	1,000	
52401 - CONTRACTED SERVICES	-	-	3,503	10,672	5,000	5,000	5,000	
52411 - CONTR SRVCS - CITY UGB	11,193	11,585	11,698	11,698	12,180	12,180	12,180	
52656 - GAS & OIL	1,811	1,258	948	2,500	2,500	2,500	2,500	
52657 - VEHICLE - REPAIR & MAINTENANCE	511	176	305	2,600	1,250	1,250	1,250	
52701 - TRAINING & EDUCATION	40	618	873	3,675	3,725	3,725	3,725	
52711 - MEALS LODGING & REGISTRATION	3,067	3,053	6,317	7,600	5,600	5,600	5,600	
52731 - TRAVEL & MILEAGE	-	-	134	50	50	50	50	
52910 - SUPPLIES - OFFICE	9,124	5,006	3,172	12,120	5,000	5,000	5,000	
52911 - SUPPLIES - PRINTED	-	-	-	-	-	-	-	



# OPERATING BUDGET SUMMARY

## HOUSEHOLD HAZARDOUS WASTE (207) PUBLIC HEALTH (23) HHW (7207)

1. Community Impacts / Main Services Provided:

The Tri-County Hazardous Waste & Recycling Program provides hazardous waste disposal and recycling education & outreach to residents of Wasco, Sherman and Hood River counties.

The Tri-County Program is a partnership between Wasco, Sherman and Hood River counties and the local governments of The Dalles, Hood River, Dufur, Maupin, Mosier and Cascade Locks. The program was previously housed under the North Central Public Health District in The Dalles, Oregon and was transferred to the Wasco County Planning Department July 1, 2015.

Hazardous Waste is an issue that is hard to address as individual communities, particularly in rural areas. By working together, these community partners are able to pool resources and expertise to provide services to all our citizens in a cost-effective way.

The Program Coordinator and Program Assistant (1.6 FTE) coordinate this program, staff a multi-jurisdiction steering committee, host several special events and collection events for the public throughout the region and provide high levels of customer service to our community.

2. Fund Balance/Fiscal Health:

Year	FTE	Budget	Actual	Variance \$	Variance %
15/16	1	542,663	314,891	227,772	42%
16/17	1.6	583,064	306,090	276,974	48%
17/18	1.6	514,910	355,920	158,990	31%
			(estimated)		
18/19	2.2	640,495			

3. Significant Budget Impacts or Changes (include recent FTE changes):

- Increase of Program Assistant FTE from 0.6 to 1.2 (increase of 0.6 FTE)
- \$7,000 increase to expand and reorganize “Advertising and Promotion” budget
- \$35,000 increase in “General Grants” budget
- \$7,000 in capital improvements to add eyewash/shower unit at Hood River hazardous waste collection location
- \$30,000 capital added for vehicle

4. Opportunities to Enhance Revenue:

- Increased construction (as part of improvement in local economy) translates to

increased program revenue stemming from hhw surcharge at Wasco Landfill.

- Sale of compost bins
- Adjustment of CPI
- Cost avoidance by collaborating with statewide e-waste collection program
- Eventual statewide product stewardship law(s) requiring manufacturers of hazardous waste to share disposal costs with local communities

5. Capital Needs: As noted above, addition of eyewash/shower unit at Hood River HHW facility (\$7,000).

6. Extraordinary Issues/Opportunities:

- Providing coordination of Oregon Green School program within our service area.
- Re-starting Master Recycler Program
- Expanding collection events continue to take additional materials (e.g. e-waste and hazardous waste)
- Update Bylaws
- Update ordinance language

Fd# 207 Household Hazardous Waste  
 Dept# (All) Public Health  
 SubDept# (All) Household Hazardous Waste

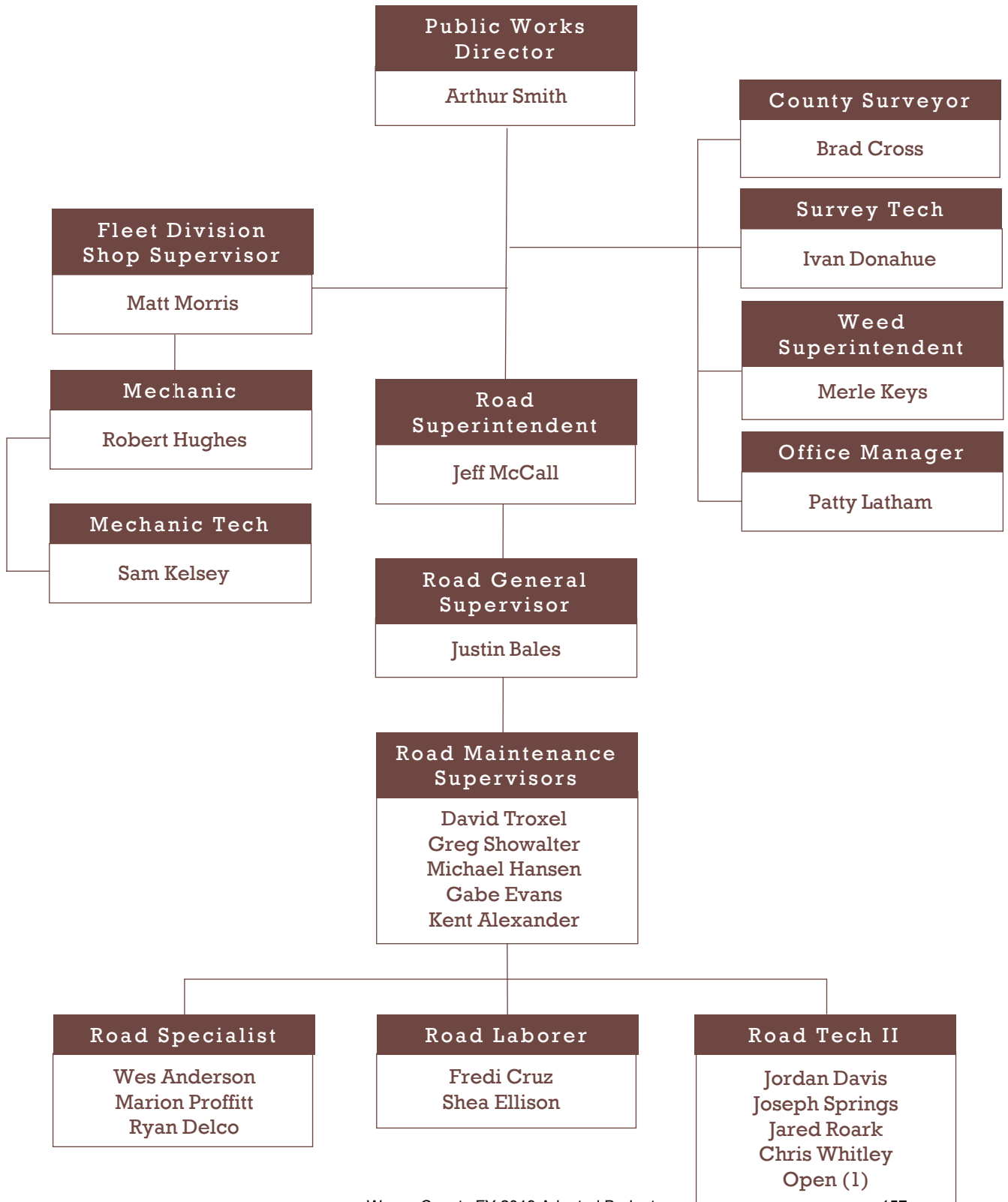
Row Labels	Data						
	FY16 Actuals	FY17 Actuals	FY18 Projected	FY18 Budget	FY19 Proposal	FY19 Approved	FY19 Adopted
<b>HOUSEHOLD HAZARDOUS WASTE FUND</b>							
<b>Resources</b>	<b>491,463</b>	<b>551,429</b>	<b>573,615</b>	<b>519,910</b>	<b>640,495</b>	<b>640,495</b>	<b>640,495</b>
NON-DEPARTMENTAL RESOURCES	146,918	186,287	247,499	194,110	220,195	220,195	220,195
<b>HOUSEHOLD HAZARDOUS WASTE RESOURCES</b>	<b>146,918</b>	<b>186,287</b>	<b>247,499</b>	<b>194,110</b>	<b>220,195</b>	<b>220,195</b>	<b>220,195</b>
RESOURCES	146,918	186,287	247,499	194,110	220,195	220,195	220,195
400.207 - BEGINNING FUND BALANCE	145,909	184,072	245,341	192,610	217,695	217,695	217,695
417.104 - INTEREST EARNED	1,009	2,215	2,159	1,500	2,500	2,500	2,500
HHW	344,545	365,142	326,116	325,800	420,300	420,300	420,300
<b>HOUSEHOLD HAZARDOUS WASTE RESOURCES</b>	<b>344,545</b>	<b>365,142</b>	<b>326,116</b>	<b>325,800</b>	<b>420,300</b>	<b>420,300</b>	<b>420,300</b>
411.148 - HHW SURCHARGE	330,313	352,033	306,116	300,000	400,000	400,000	400,000
414.323 - SHERMAN CO-PUBLIC HEALTH	7,200	7,450	12,200	12,200	12,200	12,200	12,200
420.453 - EQUIPMENT SOLD	-	-	-	-	-	-	-
421.241 - MISC RECEIPTS	3,703	2,410	1,200	7,000	1,500	1,500	1,500
421.246 - POSTAGE REIMBURSEMENT	3,329	3,249	6,600	6,600	6,600	6,600	6,600
<b>Requirements</b>	<b>314,891</b>	<b>306,090</b>	<b>355,920</b>	<b>519,910</b>	<b>640,495</b>	<b>640,495</b>	<b>640,495</b>
HHW	314,891	306,090	355,920	519,910	640,495	640,495	640,495
<b>HOUSEHOLD HAZARDOUS WASTE CONTINGENCY</b>	<b>314,891</b>	<b>306,090</b>	<b>355,920</b>	<b>519,910</b>	<b>640,495</b>	<b>640,495</b>	<b>640,495</b>
CONTINGENCY	-	-	-	75,000	63,229	63,229	63,229
57207 - CONTINGENCY	-	-	-	75,000	63,229	63,229	63,229
PERSONNEL	100,513	104,511	95,339	92,176	152,189	152,189	152,189
51189 - SOLID WASTE COORDINATOR	46,960	46,960	44,025	46,968	46,968	46,968	46,968
51201 - SOLID WASTE SPECIALIST	12,268	22,757	21,598	23,352	45,443	45,443	45,443
51550 - PLANNING DIR	8,900	8,900	6,680	7,647	8,578	8,578	8,578
51555 - CODE ENFORCEMENT OFFICER	1,470	1,000	267	730	764	764	764
51621 - CELL PHONE ALLOWANCE	600	600	563	600	600	600	600
51681 - COMP/HOLIDAY BANK CASHOUT	841	726	1	-	-	-	-
51701 - FICA	4,021	5,231	5,575	4,276	7,822	7,822	7,822
51705 - WORKERS' COMPENSATION	744	399	155	793	902	902	902
51721 - PERS	5,301	6,230	8,425	6,445	11,703	11,703	11,703
51729 - HEALTH INSURANCE	18,158	10,598	7,069	963	27,449	27,449	27,449
51730 - DENTAL INSURANCE	924	698	578	79	1,556	1,556	1,556
51732 - LONG TERM DISABILITY	290	369	362	293	341	341	341
51733 - LIFE INSURANCE	36	43	40	30	63	63	63
MATERIALS & SERVICES	214,378	201,579	249,082	253,125	299,125	299,125	299,125

Fd#	207	Household Hazardous Waste
Dept#	(All)	Public Health
SubDept#	(All)	Household Hazardous Waste

Row Labels	Data		FY18 Projected	FY18 Budget	FY19 Proposal	FY19 Approved	FY19 Adopted
	FY16 Actuals	FY17 Actuals					
52101 - ADVERTISING & PROMOTIONS	17,683	27,813	26,402	28,000	35,000	35,000	35,000
52103 - AGENCY LICENSES/ASSESS/PERMITS	1,178	4,583	2,111	4,000	4,000	4,000	4,000
52113 - INSURANCE & BONDS	283	520	770	600	600	600	600
52116 - POSTAGE	8,662	4,218	9,000	9,000	9,000	9,000	9,000
52148 - GENERAL GRANTS	-	-	15,000	15,000	50,000	50,000	50,000
52149 - MINI GRANTS	9,348	-	15,000	15,000	15,000	15,000	15,000
52229 - NORTH CENTRAL PUBLIC HEALTH DEPARTMENT	-	-	-	-	-	-	-
52327 - LAND LEASE	33,243	10,784	10,000	10,000	10,000	10,000	10,000
52398 - ADMINISTRATIVE COST	13,029	13,029	13,425	13,425	13,425	13,425	13,425
52401 - CONTRACTED SERVICES	111,221	124,532	140,000	140,000	140,000	140,000	140,000
52604 - EQUIPMENT - OFFICE	-	1,011	-	-	-	-	-
52656 - GAS & OIL	109	335	637	900	900	900	900
52657 - VEHICLE - REPAIR & MAINTENANCE	126	788	604	700	700	700	700
52711 - MEALS LODGING & REGISTRATION	3,093	4,076	3,341	4,000	4,000	4,000	4,000
52731 - TRAVEL & MILEAGE	103	83	45	500	500	500	500
52801 - BLDG REPAIR & MAINT	4,834	6,500	5,601	6,000	6,000	6,000	6,000
52910 - SUPPLIES - OFFICE	384	281	7,146	6,000	10,000	10,000	10,000
52919 - SUPPLIES - EQUIPMENT	6,914	-	-	-	-	-	-
52929 - SUPPLIES - MEDICAL	1,320	1,580	-	-	-	-	-
52936 - SUPPLIES - PROGRAM/ED	2,848	1,446	-	-	-	-	-
UNAPPROPRIATED	-	-	-	88,109	88,952	88,952	88,952
59207 - UNAPPROPRIATED	-	-	-	88,109	88,952	88,952	88,952
CAPITAL OUTLAY	-	-	11,500	11,500	37,000	37,000	37,000
53111 - CAPITAL EXPENDITURES	-	-	11,500	11,500	7,000	7,000	7,000
53201 - VEHICLES	-	-	-	-	30,000	30,000	30,000

# ORGANIZATIONAL CHART

## PUBLIC WORKS



# OPERATING BUDGET SUMMARY

## GENERAL FUND (101) PUBLIC WORKS (22) SURVEYOR (5122)

1. Community impacts/main services provided:

- Review private surveyors’ surveys and plats for accuracy and controlling deed elements
- File, scan, and index surveys and plats
- Archive and maintain library of surveys
- Provide research for citizens, private land surveyors, county departments, and other entities (both public and private)

2. Fund (expenditures) balance/fiscal health:

<b>Year</b>	<b>FTE</b>	<b>Budget</b>	<b>Actual</b>	<b>Variance \$</b>	<b>Variance %</b>
15/16	0.5	62,487	55,935	6,552	10%
16/17	0.6	65,199	67,417	(2,218)	-3%
17/18	0.4	47,827	42,811	5,016	10%
			(estimated)		
18/19	0.4	44,075			

3. Significant budget impacts or changes (include recent FTE changes): None.

4. Opportunities to Enhance Revenue: Increase survey filing and review fees. Currently our fees are in line with similar counties, but we should continue to monitor actual costs and increase our fees when necessary.

5. Capital Needs: None.

6. Extraordinary issues to deal with in the near future (retirements, laws/mandates, etc):

Currently the Surveyor Position is partially funded through an IGA with Hood River County to provide Surveying Services. No changes are expected in the foreseeable future to this agreement so funding is stable, however if the agreement were to dissolve it would have a significant impact on funding for the Surveyor Position.

The past concerns over budgeting for state mandated archival requirements are resolved by implementing the new ORMS system (Oregon Records Management Solution).

Fd#	101	General Fund
Dept#	22	Public Works
SubDept#	5122	Surveyor

Row Labels	Data							
	FY16	Actuals	FY17 Actuals	FY18 Projected	FY18 Budget	FY19 Proposal	FY19 Approved	FY19 Adopted
<b>GENERAL FUND</b>								
<b>Resources</b>	<b>12,825</b>	<b>25,800</b>	<b>18,413</b>	<b>12,200</b>	<b>14,200</b>	<b>14,200</b>	<b>14,200</b>	<b>14,200</b>
PUBLIC WORKS	12,825	25,800	18,413	12,200	14,200	14,200	14,200	14,200
<b>SURVEYOR</b>	<b>12,825</b>	<b>25,800</b>	<b>18,413</b>	<b>12,200</b>	<b>14,200</b>	<b>14,200</b>	<b>14,200</b>	<b>14,200</b>
RESOURCES	12,825	25,800	18,413	12,200	14,200	14,200	14,200	14,200
411.175 - SURVEY FILING FEES	3,150	4,910	7,080	4,500	5,500	5,500	5,500	5,500
411.176 - SURVEYOR PLAT CHECK	9,675	8,870	11,333	7,500	8,500	8,500	8,500	8,500
412.681 - STATE GRANT/REIMBURSEMENT	-	12,020	-	-	-	-	-	-
421.241 - MISC RECEIPTS	-	-	-	100	100	100	100	100
421.242 - PHOTO/DIGITAL COPY FEES	-	-	-	100	100	100	100	100
<b>Requirements</b>	<b>55,935</b>	<b>67,417</b>	<b>42,811</b>	<b>47,827</b>	<b>44,075</b>	<b>44,075</b>	<b>44,075</b>	<b>44,075</b>
PUBLIC WORKS	55,935	67,417	42,811	47,827	44,075	44,075	44,075	44,075
<b>SURVEYOR</b>	<b>55,935</b>	<b>67,417</b>	<b>42,811</b>	<b>47,827</b>	<b>44,075</b>	<b>44,075</b>	<b>44,075</b>	<b>44,075</b>
PERSONNEL	54,005	64,229	34,053	38,327	36,575	36,575	36,575	36,575
51251 - SURVEYOR	37,638	39,496	22,018	23,836	22,202	22,202	22,202	22,202
51260 - SURVEY & ENGINEERING TECH	-	-	3,652	4,639	4,639	4,639	4,639	4,639
51621 - CELL PHONE ALLOWANCE	300	303	184	195	180	180	180	180
51680 - VACATION CASH OUT	-	7,458	-	-	-	-	-	-
51701 - FICA	2,669	3,442	1,978	2,182	2,067	2,067	2,067	2,067
51705 - WORKERS' COMPENSATION	42	55	315	377	390	390	390	390
51721 - PERS	6,072	6,992	2,721	3,460	3,113	3,113	3,113	3,113
51729 - HEALTH INSURANCE	6,741	5,950	2,806	3,234	3,559	3,559	3,559	3,559
51730 - DENTAL INSURANCE	347	329	243	277	272	272	272	272
51732 - LONG TERM DISABILITY	182	191	127	116	142	142	142	142
51733 - LIFE INSURANCE	14	13	10	11	11	11	11	11
MATERIALS & SERVICES	1,930	3,188	8,757	9,500	7,500	7,500	7,500	7,500
52111 - DUES & SUBSCRIPTIONS	340	405	540	600	600	600	600	600
52122 - TELEPHONE	837	494	900	900	900	900	900	900
52401 - CONTRACTED SERVICES	-	675	3,000	3,000	-	-	-	-
52510 - COMPUTER SOFTWARE	-	-	-	-	-	-	-	-
52603 - EQUIPMENT - FIELD	-	-	500	500	500	500	500	500
52604 - EQUIPMENT - OFFICE	-	-	300	300	300	300	300	300

Fd#	101	General Fund
Dept#	22	Public Works
SubDept#	5122	Surveyor

Row Labels	Data						
	FY16 Actuals	FY17 Actuals	FY18 Projected	FY18 Budget	FY19 Proposal	FY19 Approved	FY19 Adopted
52651 - EQUIPMENT - REPAIR & MAINTENANCE	47	-	500	500	500	500	500
52656 - GAS & OIL	282	100	300	300	300	300	300
52701 - TRAINING & EDUCATION	245	242	1,000	1,000	1,000	1,000	1,000
52711 - MEALS LODGING & REGISTRATION	170	401	549	1,000	1,000	1,000	1,000
52731 - TRAVEL & MILEAGE	-	-	100	100	100	100	100
52910 - SUPPLIES - OFFICE	9	174	817	300	300	300	300
52921 - SUPPLIES - FIELD	-	697	252	1,000	2,000	2,000	2,000



Fd#	205	Land Corner Perservation
Dept#	(All)	Public Works
SubDept#	(All)	Land Corner Perservation

Row Labels	Data		FY18 Projected	FY18 Budget	FY19 Proposal	FY19 Approved	FY19 Adopted
	FY16 Actuals	FY17 Actuals					
<b>LAND CORNER PRESERVATION FUND</b>							
<b>Resources</b>	<b>138,412</b>	<b>105,356</b>	<b>83,777</b>	<b>75,738</b>	<b>94,438</b>	<b>94,438</b>	<b>94,438</b>
NON-DEPARTMENTAL RESOURCES	106,988	71,604	50,129	41,738	60,438	60,438	60,438
<b>LAND CORNER PRESRVTN RESOURCES</b>	<b>106,988</b>	<b>71,604</b>	<b>50,129</b>	<b>41,738</b>	<b>60,438</b>	<b>60,438</b>	<b>60,438</b>
RESOURCES	106,988	71,604	50,129	41,738	60,438	60,438	60,438
400.205 - BEGINNING FUND BALANCE	106,497	70,991	49,528	41,238	59,838	59,838	59,838
417.104 - INTEREST EARNED	491	613	602	500	600	600	600
PUBLIC WORKS	31,424	33,752	33,648	34,000	34,000	34,000	34,000
<b>LAND CORNER PRESERVATION</b>	<b>31,424</b>	<b>33,752</b>	<b>33,648</b>	<b>34,000</b>	<b>34,000</b>	<b>34,000</b>	<b>34,000</b>
RESOURCES	31,424	33,752	33,648	34,000	34,000	34,000	34,000
411.177 - SURVEYOR FEES	31,424	33,752	33,648	34,000	34,000	34,000	34,000
<b>Requirements</b>	<b>67,423</b>	<b>55,829</b>	<b>23,939</b>	<b>75,738</b>	<b>94,438</b>	<b>94,438</b>	<b>94,438</b>
NON-DEPARTMENTAL EXPENDITURES	2,500	2,500	2,500	54,817	72,257	72,257	72,257
<b>LAND CORNER PRESRVTN EXPENDITURES</b>	<b>2,500</b>	<b>2,500</b>	<b>2,500</b>	<b>54,817</b>	<b>72,257</b>	<b>72,257</b>	<b>72,257</b>
TRANSFERS	2,500	2,500	2,500	2,500	-	-	-
55101 - TRANSFER TO GENERAL FUND	2,500	2,500	2,500	2,500	-	-	-
CONTINGENCY	-	-	-	20,000	39,940	39,940	39,940
57205 - CONTINGENCY	-	-	-	20,000	39,940	39,940	39,940
UNAPPROPRIATED	-	-	-	32,317	32,317	32,317	32,317
59205 - UNAPPROPRIATED	-	-	-	32,317	32,317	32,317	32,317
PUBLIC WORKS	64,923	53,329	21,439	20,921	22,181	22,181	22,181
<b>LAND CORNER PRESERVATION</b>	<b>64,923</b>	<b>53,329</b>	<b>21,439</b>	<b>20,921</b>	<b>22,181</b>	<b>22,181</b>	<b>22,181</b>
PERSONNEL	56,066	52,429	18,439	17,920	16,581	16,581	16,581
51251 - SURVEYOR	37,638	35,217	10,335	8,573	7,401	7,401	7,401
51260 - SURVEY & ENGINEERING TECH	-	-	3,652	4,639	4,639	4,639	4,639
51269 - SEASONAL/TEMPORARY	1,760	2,880	-	-	-	-	-
51602 - OVERTIME	24	-	-	-	-	-	-
51621 - CELL PHONE ALLOWANCE	300	273	86	70	60	60	60
51701 - FICA	2,806	2,759	1,077	1,009	926	926	926
51705 - WORKERS' COMPENSATION	182	25	70	170	175	175	175
51721 - PERS	6,072	5,293	1,363	1,635	1,394	1,394	1,394
51729 - HEALTH INSURANCE	6,741	5,502	1,637	1,641	1,780	1,780	1,780

Fd#	205	Land Corner Perservation
Dept#	(All)	Public Works
SubDept#	(All)	Land Corner Perservation

Row Labels	Data							
	FY16 Actuals	FY17 Actuals	FY18 Projected	FY18 Budget	FY19 Proposal	FY19 Approved	FY19 Adopted	
51730 - DENTAL INSURANCE	347	296	142	139	136	136	136	
51732 - LONG TERM DISABILITY	182	172	70	39	64	64	64	
51733 - LIFE INSURANCE	14	12	6	5	6	6	6	
MATERIALS & SERVICES	2,700	900	3,000	3,000	5,500	5,500	5,500	
52398 - ADMINISTRATIVE COST	-	-	-	-	2,500	2,500	2,500	
52401 - CONTRACTED SERVICES	2,700	900	3,000	3,000	3,000	3,000	3,000	
CAPITAL OUTLAY	6,157	-	-	1	100	100	100	
53306 - EQUIPMENT - ENGINEERING	6,157	-	-	1	100	100	100	

# OPERATING BUDGET SUMMARY

## GENERAL FUND (101) PUBLIC WORKS (22) WATERMASTER (5123)

1. Community impacts/main services provided:

- Regulation of water use so that senior water rights get the amount they are entitled to under Oregon Law. Respond to water use complaints from the public. Conduct dam safety inspections to prevent the loss of life and property from dam failure.
- Maintain accurate water right and well records. Research water rights for new and prospective land owners, realtors, etc. Provide copies of water rights and well logs, maps showing diversion locations, place of use, etc.
- Collect stream flow and well water level data which is used to more effectively manage the water resource.

2. Fund balance/fiscal health

Year	FTE	Budget	Actual	Variance \$	Variance %
15/16	0	3,730	3,494	236	6%
16/17	0	2,415	3,297	(882)	-37%
17/18	0	2,415	3,272	(857)	-35%
			(estimated)		
18/19	0	3,730			

3. Significant budget impacts or changes (include recent FTE changes): None.

4. Opportunities to Enhance Revenue: None.

5. Capital Needs: None.

6. Extraordinary issues to deal with in the near future (retirements, laws/mandates, etc):

The economic importance of water becomes more and more important with each passing year. Balancing the needs of various water user groups (agriculture, municipal, commercial, industrial, domestic, etc) with instream requirements is becoming more and more complex. Landowners in the Fifteenmile Watershed have been dealing with issues related to the Federal Endangered Species Act (ESA). I have been working on this issue with the Watershed Council, SWCD, landowners and other stakeholders. My role is primarily to provide technical expertise on Oregon Water Law and provide data related to water use, stream flow, ground water levels, etc. I am also dealing with issues related to declining groundwater levels in several areas in Wasco County, including Mosier/ Seven mile Hill, Fifteen mile Watershed, Three mile Watershed and the area in and around The Dalles, which is designated as a Critical Ground Water Area.

Fd#	101	General Fund
Dept#	22	Public Works
SubDept#	5123	Watermaster

Row Labels	Data						
	FY16 Actuals	FY17 Actuals	FY18 Projected	FY18 Budget	FY19 Proposal	FY19 Approved	FY19 Adopted
<b>GENERAL FUND</b>							
<b>Resources</b>	<b>1,865</b>	<b>1,865</b>	-	<b>1,865</b>	<b>1,865</b>	<b>1,865</b>	<b>1,865</b>
PUBLIC WORKS	1,865	1,865	-	1,865	1,865	1,865	1,865
<b>WATERMASTER</b>	<b>1,865</b>	<b>1,865</b>	-	<b>1,865</b>	<b>1,865</b>	<b>1,865</b>	<b>1,865</b>
RESOURCES	1,865	1,865	-	1,865	1,865	1,865	1,865
414.339 - HOOD RIVER COUNTY - WATERMASTER	1,865	1,865	-	1,865	1,865	1,865	1,865
<b>Requirements</b>	<b>3,494</b>	<b>3,297</b>	<b>3,271</b>	<b>2,415</b>	<b>3,730</b>	<b>3,730</b>	<b>3,730</b>
PUBLIC WORKS	3,494	3,297	3,271	2,415	3,730	3,730	3,730
<b>WATERMASTER</b>	<b>3,494</b>	<b>3,297</b>	<b>3,271</b>	<b>2,415</b>	<b>3,730</b>	<b>3,730</b>	<b>3,730</b>
MATERIALS & SERVICES	3,494	3,297	3,271	2,415	3,730	3,730	3,730
52119 - RENT	3,180	3,180	3,180	1,865	3,180	3,180	3,180
52122 - TELEPHONE	140	117	91	150	150	150	150
52910 - SUPPLIES - OFFICE	174	-	-	400	400	400	400

# OPERATING BUDGET SUMMARY

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## PUBLIC WORKS (202) PUBLIC WORKS (22) PUBLIC WORKS (5281)

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1. Community impacts/main services provided:

- Provide maintenance and safety improvements for 660 miles of county roads, 125 bridges, hundreds of culverts, and many other road features other such as ditches, guardrails, signs and traffic paint.
- Manage and preserve the county road system in compliance with ORS 386.
- Provide 24 hour snow and emergency response.

2. Fund balance/fiscal health:

Year	FTE	Budget	Actual	Variance \$	Variance %
15/16	19.5	2,547,535	2,263,152	284,383	11%
16/17	22.5	3,187,339	3,090,016	97,323	3%
17/18	24	3,356,669	3,094,877 (estimated)	261,792	8%
18/19	24	3,219,031			

3. Significant budget impacts or changes (include recent FTE changes):

- 2014/15 – Received an unexpected SRS payment of \$691,371.
- 2015/16 – Anticipate to receive a SRS payment of \$520,207.
- 2016/17 - In place of SRS funding, we anticipate a timber receipt payment of approximately \$100,000.
- 2017/18 – Anticipate to receive approximately \$250,000 in additional funding from HB 2017 (State transportation funding legislation), also anticipate receiving some amount of SRS funding – between \$400k to \$500k (as part of the Federal Omnibus Bill)

4. Opportunities to Enhance Revenue:

- Continue to contract with other government agencies to perform road work and provide engineering / surveying services.
- Continue to seek out and apply for grant funding opportunities.
- Continue to work with state-wide committees (OACES) and other groups to promote consistent road funding.

5. Capital Needs: FLAP project – Tygh Valley / Wamic safety improvements is scheduled for construction sometime in this fiscal year. Matching funds up to \$30,000 is expected.

6. Extraordinary issues to deal with in the near future (retirements, laws/mandates, etc): The department has approximately five (5) employees that are eligible to retire over the next few years. Strong need for developing and implementing a succession plan.

Fd#	101	General Fund
Dept#	22	Public Works
SubDept#	5123	Watermaster

Row Labels	Data						
	FY16 Actuals	FY17 Actuals	FY18 Projected	FY18 Budget	FY19 Proposal	FY19 Approved	FY19 Adopted
<b>GENERAL FUND</b>							
<b>Resources</b>	<b>1,865</b>	<b>1,865</b>	-	<b>1,865</b>	<b>1,865</b>	<b>1,865</b>	<b>1,865</b>
PUBLIC WORKS	1,865	1,865	-	1,865	1,865	1,865	1,865
<b>WATERMASTER</b>	<b>1,865</b>	<b>1,865</b>	-	<b>1,865</b>	<b>1,865</b>	<b>1,865</b>	<b>1,865</b>
RESOURCES	1,865	1,865	-	1,865	1,865	1,865	1,865
414.339 - HOOD RIVER COUNTY - WATERMASTER	1,865	1,865	-	1,865	1,865	1,865	1,865
<b>Requirements</b>	<b>3,494</b>	<b>3,297</b>	<b>3,271</b>	<b>2,415</b>	<b>3,730</b>	<b>3,730</b>	<b>3,730</b>
PUBLIC WORKS	3,494	3,297	3,271	2,415	3,730	3,730	3,730
<b>WATERMASTER</b>	<b>3,494</b>	<b>3,297</b>	<b>3,271</b>	<b>2,415</b>	<b>3,730</b>	<b>3,730</b>	<b>3,730</b>
MATERIALS & SERVICES	3,494	3,297	3,271	2,415	3,730	3,730	3,730
52119 - RENT	3,180	3,180	3,180	1,865	3,180	3,180	3,180
52122 - TELEPHONE	140	117	91	150	150	150	150
52910 - SUPPLIES - OFFICE	174	-	-	400	400	400	400

Fd#	202	Public Works
Dept#	22	Public Works
SubDept#	5281	Public Works

Row Labels	Data						
	FY16 Actuals	FY17 Actuals	FY18 Projected	FY18 Budget	FY19 Proposal	FY19 Approved	FY19 Adopted
<b>PUBLIC WORKS FUND</b>							
<b>Resources</b>	<b>2,871,109</b>	<b>2,575,186</b>	<b>2,676,449</b>	<b>2,593,787</b>	<b>3,166,107</b>	<b>3,587,204</b>	<b>3,587,204</b>
PUBLIC WORKS	2,871,109	2,575,186	2,676,449	2,593,787	3,166,107	3,587,204	3,587,204
<b>PUBLIC WORKS</b>	<b>2,871,109</b>	<b>2,575,186</b>	<b>2,676,449</b>	<b>2,593,787</b>	<b>3,166,107</b>	<b>3,587,204</b>	<b>3,587,204</b>
RESOURCES	2,871,109	2,575,186	2,676,449	2,593,787	3,166,107	3,587,204	3,587,204
411.185 - PERMITS & FEES	-	12,327	12,042	8,500	12,000	12,000	12,000
412.648 - MOTOR VEHICLE FUNDS	1,860,378	1,883,035	1,975,000	1,975,000	2,449,182	2,449,182	2,449,182
412.665 - STP FUND EXCHANGE	169,725	338,081	266,519	266,519	276,389	276,389	276,389
412.681 - STATE GRANT/REIMBURSEMENT	4,458	13,390	50,000	50,000	75,000	75,000	75,000
413.865 - FEDERAL FOREST RECEIPTS - #10.665	576,941	113,860	122,568	122,568	132,336	553,433	553,433
413.878 - MINERAL LEASES - #15.214	-	782	100	100	100	100	100
413.905 - FLOOD CONTROL LEASES - #12.112	-	175	174	100	100	100	100
414.321 - PETROLEUM PRODUCTS SOLD	136,473	108,541	145,502	100,000	130,000	130,000	130,000
414.342 - CONT WORK-OTHER GOVT	62,732	68,285	76,758	50,000	65,000	65,000	65,000
414.358 - PETROLEUM PRODUCTS - 21 CENTS	18,919	12,854	14,730	10,000	15,000	15,000	15,000
420.453 - EQUIPMENT SOLD	23,931	908	602	10,000	10,000	10,000	10,000
421.241 - MISC RECEIPTS	16,390	5,700	941	500	500	500	500
421.245 - PAYROLL REIMBURSEMENT	10	255	-	-	-	-	-
421.256 - MISC SUPPLIES AND EQUIP SOLD	-	102	250	250	250	250	250
421.257 - MISCELLANEOUS REFUNDS	105	102	200	100	100	100	100
421.258 - TOOLEY TERRACE PRINCIPAL REPAYMENT	-	15,143	-	-	-	-	-
421.265 - DAMAGE PAYMENTS	1,047	1,646	11,062	150	150	150	150
<b>Requirements</b>	<b>2,263,152</b>	<b>3,090,016</b>	<b>3,094,877</b>	<b>3,356,669</b>	<b>3,219,031</b>	<b>3,219,031</b>	<b>3,219,031</b>
PUBLIC WORKS	2,263,152	3,090,016	3,094,877	3,356,669	3,219,031	3,219,031	3,219,031
<b>PUBLIC WORKS</b>	<b>2,263,152</b>	<b>3,090,016</b>	<b>3,094,877</b>	<b>3,356,669</b>	<b>3,219,031</b>	<b>3,219,031</b>	<b>3,219,031</b>
PERSONNEL	1,366,712	1,590,528	1,611,958	1,873,929	1,819,046	1,819,046	1,819,046
51249 - ROADMASTER	71,590	76,388	72,948	76,465	84,624	84,624	84,624
51251 - SURVEYOR	-	-	35,050	43,907	44,405	44,405	44,405
51254 - ROAD SUPERINTENDENT	68,364	71,897	66,856	71,904	71,174	71,174	71,174
51255 - GENERAL SUPERVISOR	62,754	66,960	56,391	67,512	57,564	57,564	57,564
51256 - SHOP SUPERVISOR	48,114	52,762	50,451	54,136	55,497	55,497	55,497
51258 - ROAD MAINT SUPERVISOR	245,919	259,845	203,651	266,471	263,602	263,602	263,602
51259 - SIGN SPECIALIST	-	-	-	-	-	-	-

Fd#	202	Public Works
Dept#	22	Public Works
SubDept#	5281	Public Works

	Data						
51260 - SURVEY & ENGINEERING TECH	-	-	29,217	37,114	37,114	37,114	37,114
51261 - OFFICE MANAGER	46,570	46,570	43,660	46,560	46,560	46,560	46,560
51262 - ROAD SURVEYOR	66,833	65,239	5,101	73,179	-	-	-
51263 - ROAD SPECIALIST	174,686	178,094	183,755	216,236	181,890	181,890	181,890
51264 - ROAD TECH II	87,112	106,765	130,929	120,360	252,956	252,956	252,956
51265 - MECHANICS	42,725	44,807	43,197	46,379	48,722	48,722	48,722
51266 - PROJECT MANAGER	-	-	-	-	-	-	-
51267 - SECRETARY II	19,071	9,792	-	-	-	-	-
51269 - SEASONAL/TEMPORARY	2,142	6,833	85,557	30,000	31,287	31,287	31,287
51339 - ROAD LABORERS	-	88,133	97,942	126,208	-	-	-
51602 - OVERTIME	9,930	36,565	13,606	30,408	30,408	30,408	30,408
51621 - CELL PHONE ALLOWANCE	1,800	1,700	1,193	1,560	960	960	960
51640 - LONGEVITY	-	-	-	-	-	-	-
51660 - LEAD PAY	-	-	30,408	30,408	-	-	-
51680 - VACATION CASH OUT	-	1,373	9,368	-	-	-	-
51681 - COMP/HOLIDAY BANK CASHOUT	2,814	6,315	1,612	1,000	-	-	-
51701 - FICA	70,584	83,483	79,248	92,591	89,778	89,778	89,778
51703 - UNEMPLOYMENT INSURANCE	-	-	-	-	-	-	-
51705 - WORKERS' COMPENSATION	35,099	39,330	22,533	68,088	66,892	66,892	66,892
51721 - PERS	125,530	139,033	151,423	180,305	179,050	179,050	179,050
51729 - HEALTH INSURANCE	166,799	188,033	179,560	171,658	254,173	254,173	254,173
51730 - DENTAL INSURANCE	13,403	14,585	12,913	15,466	15,880	15,880	15,880
51732 - LONG TERM DISABILITY	4,378	5,461	4,869	5,355	5,878	5,878	5,878
51733 - LIFE INSURANCE	495	565	521	659	632	632	632
MATERIALS & SERVICES	836,815	1,286,981	1,307,919	1,247,740	1,369,985	1,369,985	1,369,985
52111 - DUES & SUBSCRIPTIONS	1,370	1,295	1,545	2,640	2,640	2,640	2,640
52113 - INSURANCE & BONDS	47,899	54,489	51,595	52,500	51,595	51,595	51,595
52115 - LEGAL NOTICES & PUBLISHING	-	-	500	500	500	500	500
52116 - POSTAGE	293	80	500	500	500	500	500
52122 - TELEPHONE	8,913	9,249	9,000	9,000	9,000	9,000	9,000
52142 - FUEL SYSTEM R&M (FUNDED BY 16 CENTS)	2,209	2,928	3,718	5,000	5,000	5,000	5,000
52350 - TAXES/PERMITS/ASSESSMENTS	2,740	2,502	3,000	3,000	3,000	3,000	3,000
52363 - TESTING & CERTIFICATIONS	1,944	1,644	1,808	2,500	4,000	4,000	4,000
52426 - CONTR SRVCS - WORK	12,299	175,014	204,984	145,000	185,000	185,000	185,000
52605 - EQUIPMENT - OFFICE/ENG/RADIO	6,357	13,135	10,500	10,500	10,000	10,000	10,000



# OPERATING BUDGET SUMMARY

## PUBLIC WORKS (202) PUBLIC WORKS (22) WEED & PEST (5182)

1. Community impacts/main services provided:

- Comprehensive information on weed control issues, as well as enforcement, as mandated by County Board of Commissioners and ORS Statues.
- Meet State and Federal mandates – ORS Rules
- Public safety on road shoulders for site distance, water distribution and pavement wear.

2. Fund balance/fiscal health

Year	FTE	Budget	Actual	Variance \$	Variance %
15/16	1	250,821	232,270	18,551	7%
16/17	1	384,100	241,766	142,334	37%
17/18	1	281,636	281,630	6	0%
			(estimated)		
18/19	1	247,151			

3. Significant budget impacts or changes (include recent FTE changes):

- While funding from some agencies has been reduced, others have increased or remained stable.
- Weed Dept and Public Works Dept are working together to train a PW employee to eventually become a certified weed applicator and ensure successfully servicing all current contracts (succession plan).

4. Opportunities to Enhance Revenue:

- Continue to offer services to interested agencies.
- Seek expansion of the services provided for the existing agencies.

5. Capital Needs:

None

6. Extraordinary issues to deal with in the near future (retirements, laws/mandates, etc):

None

Fd#	202	Public Works
Dept#	22	Public Works
SubDept#	5182	Weed & Pest

Row Labels	Data						
	FY16 Actuals	FY17 Actuals	FY18 Projected	FY18 Budget	FY19 Proposal	FY19 Approved	FY19 Adopted
<b>PUBLIC WORKS FUND</b>							
<b>Resources</b>	-	-	<b>238,784</b>	<b>220,000</b>	<b>225,000</b>	<b>225,000</b>	<b>225,000</b>
PUBLIC WORKS	-	-	238,784	220,000	225,000	225,000	225,000
<b>WEED &amp; PEST</b>	-	-	<b>238,784</b>	<b>220,000</b>	<b>225,000</b>	<b>225,000</b>	<b>225,000</b>
RESOURCES	-	-	238,784	220,000	225,000	225,000	225,000
414.327 - B P A CONTRACT	-	-	34,000	34,000	34,000	34,000	34,000
414.332 - FROM CITIES/AGENCIES	-	-	10,110	12,000	13,000	13,000	13,000
414.335 - STATE HWY CONTRACT	-	-	80,000	80,000	80,000	80,000	80,000
414.336 - STATE SUB CONTRACT	-	-	65,000	65,000	65,000	65,000	65,000
414.338 - WARM SPRINGS CONTRACT	-	-	24,000	20,000	28,000	28,000	28,000
414.345 - ODOT LANDSCAPE CONTRACT	-	-	4,000	4,000	-	-	-
414.352 - W&P - OTHER GOVERNMENTS	-	-	21,674	5,000	5,000	5,000	5,000
<b>Requirements</b>	-	-	<b>286,266</b>	<b>281,636</b>	<b>247,151</b>	<b>247,151</b>	<b>247,151</b>
PUBLIC WORKS	-	-	286,266	281,636	247,151	247,151	247,151
<b>WEED &amp; PEST</b>	-	-	<b>286,266</b>	<b>281,636</b>	<b>247,151</b>	<b>247,151</b>	<b>247,151</b>
PERSONNEL	-	-	100,152	98,236	101,551	101,551	101,551
51273 - WEED SUPERINTENDENT	-	-	55,800	59,520	59,520	59,520	59,520
51602 - OVERTIME	-	-	12,267	3,504	4,992	4,992	4,992
51701 - FICA	-	-	4,605	4,186	4,263	4,263	4,263
51705 - WORKERS' COMPENSATION	-	-	506	2,981	2,863	2,863	2,863
51721 - PERS	-	-	13,477	12,189	12,360	12,360	12,360
51729 - HEALTH INSURANCE	-	-	12,612	14,825	16,531	16,531	16,531
51730 - DENTAL INSURANCE	-	-	585	688	679	679	679
51732 - LONG TERM DISABILITY	-	-	276	316	316	316	316
51733 - LIFE INSURANCE	-	-	24	27	27	27	27
MATERIALS & SERVICES	-	-	161,114	158,400	145,600	145,600	145,600
52113 - INSURANCE & BONDS	-	-	1,649	1,200	1,200	1,200	1,200
52122 - TELEPHONE	-	-	2,749	2,100	2,100	2,100	2,100
52601 - EQUIPMENT - NON CAPITAL	-	-	-	1,000	-	-	-
52631 - SAFETY EQUIPMENT & SUPPLIES	-	-	787	800	1,200	1,200	1,200
52651 - EQUIPMENT - REPAIR & MAINTENANCE	-	-	5,000	5,000	-	-	-
52656 - GAS & OIL	-	-	10,000	10,000	7,500	7,500	7,500

Fd#	202	Public Works
Dept#	22	Public Works
SubDept#	5182	Weed & Pest

Row Labels	Data						
	FY16 Actuals	FY17 Actuals	FY18 Projected	FY18 Budget	FY19 Proposal	FY19 Approved	FY19 Adopted
52657 - VEHICLE - REPAIR & MAINTENANCE	-	-	7,786	5,000	-	-	-
52701 - TRAINING & EDUCATION	-	-	886	1,000	2,000	2,000	2,000
52731 - TRAVEL & MILEAGE	-	-	100	100	100	100	100
52870 - UTILITIES	-	-	905	700	500	500	500
52910 - SUPPLIES - OFFICE	-	-	1,252	1,500	1,000	1,000	1,000
52972 - CHEMICALS & MATERIALS	-	-	130,000	130,000	130,000	130,000	130,000
CAPITAL OUTLAY	-	-	25,000	25,000	-	-	-
53301 - EQUIPMENT - CAPITAL	-	-	25,000	25,000	-	-	-

Fd# 202 Public Works  
 Dept# (Multiple Items) Public Works - Other  
 SubDept# (All) Non-Department/Transfer/Contingency/Unappropriated

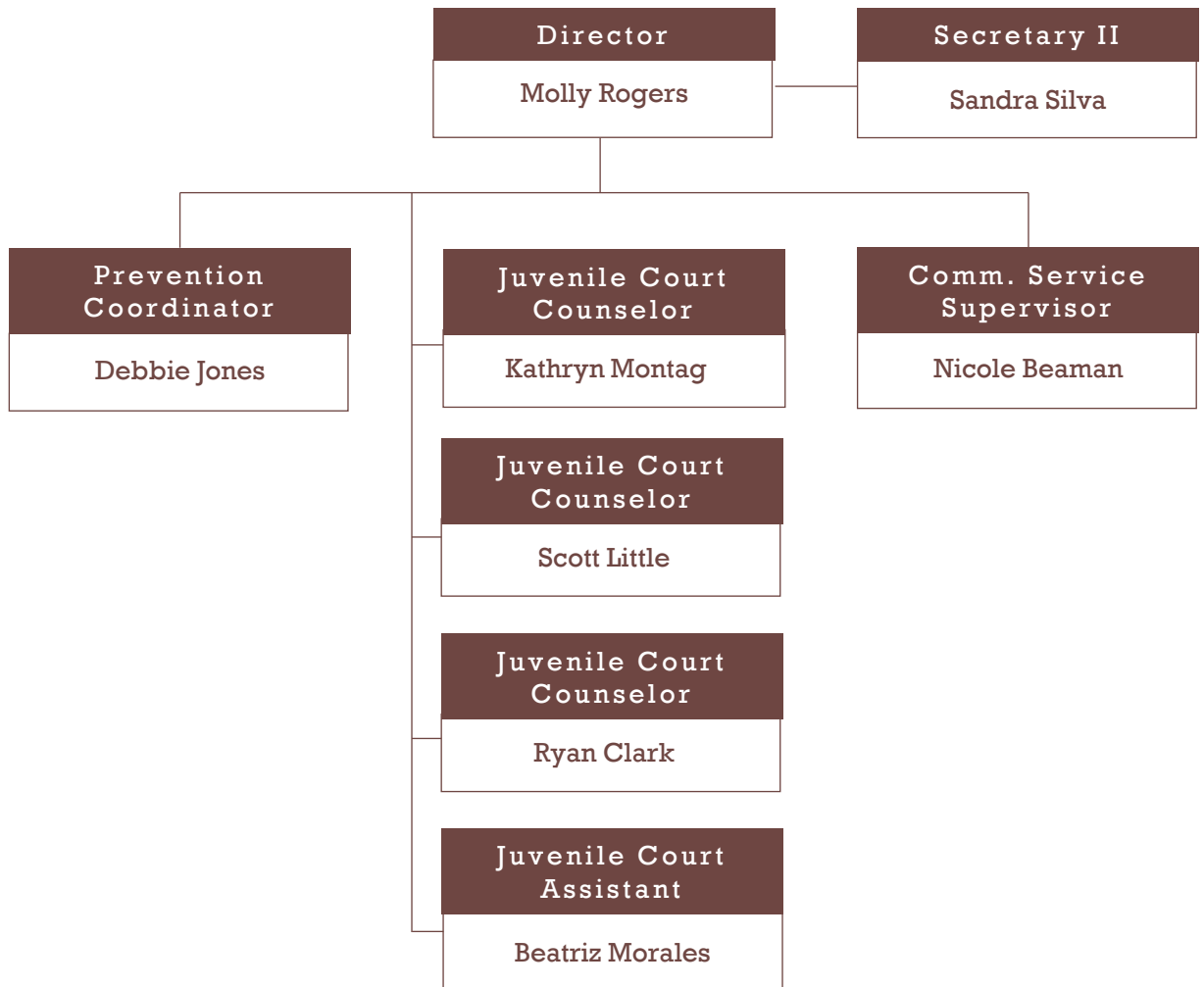
Row Labels	Data						
	FY16 Actuals	FY17 Actuals	FY18 Projected	FY18 Budget	FY19 Proposal	FY19 Approved	FY19 Adopted
<b>PUBLIC WORKS FUND</b>							
<b>Resources</b>	<b>5,143,291</b>	<b>5,387,481</b>	<b>4,613,289</b>	<b>5,453,296</b>	<b>2,178,558</b>	<b>2,178,558</b>	<b>2,178,558</b>
NON-DEPARTMENTAL RESOURCES	5,143,291	5,387,481	4,613,289	5,453,296	2,178,558	2,178,558	2,178,558
<b>PUBLIC WORKS RESOURCES</b>	<b>5,143,291</b>	<b>5,387,481</b>	<b>4,613,289</b>	<b>5,453,296</b>	<b>2,178,558</b>	<b>2,178,558</b>	<b>2,178,558</b>
RESOURCES	5,143,291	5,387,481	4,613,289	5,453,296	2,178,558	2,178,558	2,178,558
400.202 - BEGINNING FUND BALANCE	5,114,198	5,334,985	4,383,719	5,194,621	2,147,378	2,147,378	2,147,378
415.356 - RENT-E 2ND ST	3,180	3,180	3,180	3,180	3,180	3,180	3,180
417.104 - INTEREST EARNED	25,813	49,316	31,732	35,000	28,000	28,000	28,000
417.106 - LID INTEREST	100	-	-	-	-	-	-
450.219 - TRANSFER FROM WEED FUND	-	-	194,658	220,495	-	-	-
<b>Requirements</b>	<b>-</b>	<b>-</b>	<b>2,000,000</b>	<b>4,628,778</b>	<b>2,103,483</b>	<b>2,524,580</b>	<b>2,524,580</b>
NON-DEPARTMENTAL EXPENDITURES	-	-	2,000,000	4,628,778	2,103,483	2,524,580	2,524,580
<b>PUBLIC WORKS EXPENDITURES</b>	<b>-</b>	<b>-</b>	<b>2,000,000</b>	<b>4,628,778</b>	<b>2,103,483</b>	<b>2,524,580</b>	<b>2,524,580</b>
TRANSFERS	-	-	2,000,000	2,000,000	1	1	1
55321 - TRANSFER TO ROAD RESERVE FUND	-	-	2,000,000	2,000,000	1	1	1
CONTINGENCY	-	-	-	420,000	480,810	901,907	901,907
57202 - CONTINGENCY	-	-	-	420,000	480,810	901,907	901,907
UNAPPROPRIATED	-	-	-	2,208,778	1,622,672	1,622,672	1,622,672
59202 - UNAPPROPRIATED	-	-	-	2,208,778	1,622,672	1,622,672	1,622,672

Fd#	321	Road Reserve Fund
Dept#	(All)	Public Works
SubDept#	(All)	Public Works

Row Labels	Data						
	FY16 Actuals	FY17 Actuals	FY18 Projected	FY18 Budget	FY19 Proposal	FY19 Approved	FY19 Adopted
<b>ROAD RESERVE FUND</b>							
<b>Resources</b>	<b>2,810,043</b>	<b>2,836,374</b>	<b>4,873,616</b>	<b>4,850,437</b>	<b>4,915,617</b>	<b>4,915,617</b>	<b>4,915,617</b>
NON-DEPARTMENTAL RESOURCES	2,810,043	2,836,374	4,873,616	4,850,437	4,915,617	4,915,617	4,915,617
<b>ROAD RESERVE RESOURCES</b>	<b>2,810,043</b>	<b>2,836,374</b>	<b>4,873,616</b>	<b>4,850,437</b>	<b>4,915,617</b>	<b>4,915,617</b>	<b>4,915,617</b>
RESOURCES	2,810,043	2,836,374	4,873,616	4,850,437	4,915,617	4,915,617	4,915,617
400.321 - BEGINNING FUND BALANCE	2,795,410	2,810,043	2,836,374	2,833,437	4,873,616	4,873,616	4,873,616
417.104 - INTEREST EARNED	14,633	26,331	37,242	17,000	42,000	42,000	42,000
450.202 - TRANSFER FROM PUBLIC WORKS FUND	-	-	2,000,000	2,000,000	1	1	1
<b>Requirements</b>	-	-	-	<b>4,850,437</b>	<b>4,915,617</b>	<b>4,915,617</b>	<b>4,915,617</b>
PUBLIC WORKS	-	-	-	4,850,437	4,915,617	4,915,617	4,915,617
<b>ROAD RESERVE</b>	-	-	-	<b>4,850,437</b>	<b>4,915,617</b>	<b>4,915,617</b>	<b>4,915,617</b>
CAPITAL OUTLAY	-	-	-	4,850,437	4,915,617	4,915,617	4,915,617
53108 - OPERATING RESERVE	-	-	-	2,850,437	2,915,617	2,915,617	2,915,617
53302 - EQUIPMENT - ROAD	-	-	-	2,000,000	2,000,000	2,000,000	2,000,000

# ORGANIZATIONAL CHART

## YOUTH SERVICES



# OPERATING BUDGET SUMMARY

## GENERAL FUND (101) YOUTH (24) YOUTH SERVICES (5134)

1. Community impacts/main services provided:

- Wasco County Department of Youth Services is the overarching department for services ranging from prevention through services for youth who are referred to the department for delinquency behaviors.
- The Juvenile Division of Youth Services is supported through the general fund and is mandated by Oregon Revised Statutes to receive and process referrals from law enforcement and community agencies for the community supervision of youth.
- In 2017 there were 184 youth referred to Youth Services. These referrals range from dependency issues (child maltreatment) through acts that if committed by an adult would be felony charges. During 2017 youth referred to the department for violations of marijuana and alcohol accounted for 39% of the total referrals.
- In 2016 and continuing through 2017 the Department of Youth Services has partnered with Wasco County Community Corrections to provide a full time Community Work Supervisor. The program has expanded to include both the energy program for needy families and the sale of wood to create a funding stream to assist youth offenders in paying restitution to victims.
- In 2017 through a partnership with North Wasco County School District 21 an alternative school setting was developed in the Department of Youth Services. The school is a collaboration of staff and support services to assist youth in re-engaging in school or moving toward alternative educational goals.

2. Fund balance/fiscal health

Year	FTE	Budget	Actual	Variance \$	Variance %
15/16	6	494,154	478,470	15,684	3%
16/17	6.4	534,020	560,377	(26,357)	-5%
17/18	7	618,723	579,396	39,327	6%
			(estimated)		
18/19	7	635,977			

3. Significant budget impacts or changes (include recent FTE changes): No significant changes within the current fiscal year. The department is not expecting any changes during the upcoming year.
4. Opportunities to Enhance Revenue: The Department of Youth Services is partnering with NORCOR, Center for Living and other social services to apply for a federal grant to implement services for youth in custody.
5. Capital Needs: N/A this year.
6. Extraordinary issues to deal with in the near future (retirements, laws/mandates, etc): - N/A this year

Fd#	101	General Fund
Dept#	24	Youth
SubDept#	5134	Youth Services

Row Labels	Data								
	FY16	Actuals	FY17	Actuals	FY18	FY18	FY19	FY19	FY19
					Projected	Budget	Proposal	Approved	Adopted
<b>GENERAL FUND</b>									
<b>Resources</b>	<b>45,808</b>	<b>92,436</b>	<b>30,660</b>	<b>42,300</b>	<b>45,175</b>	<b>45,175</b>	<b>45,175</b>	<b>45,175</b>	<b>45,175</b>
PREVENTION DIVISION	45,808	92,436	30,660	42,300	45,175	45,175	45,175	45,175	45,175
<b>YOUTH SERVICES</b>	<b>45,808</b>	<b>92,436</b>	<b>30,660</b>	<b>42,300</b>	<b>45,175</b>	<b>45,175</b>	<b>45,175</b>	<b>45,175</b>	<b>45,175</b>
RESOURCES	45,808	92,436	30,660	42,300	45,175	45,175	45,175	45,175	45,175
411.152 - JUVENILE DRUG SCREEN	10	20	-	100	100	100	100	100	100
411.169 - SKILL GROUP FEES	3,964	4,200	2,310	1,500	1,500	1,500	1,500	1,500	1,500
411.174 - CLIENT FEES-SUPERVISION	420	393	188	900	900	900	900	900	900
412.601 - 1065 CORRECTIONS ASSESS	39,228	55,473	17,396	25,000	25,000	25,000	25,000	25,000	25,000
412.696 - COMM WORK SERVICE - CITY OF TD	-	27,675	-	13,500	13,500	13,500	13,500	13,500	13,500
416.376 - CIRCUIT COURT FINES	94	-	-	-	-	-	-	-	-
419.436 - DONATIONS	-	1,500	7,325	-	-	-	-	-	-
421.241 - MISC RECEIPTS	-	1,275	2,627	-	2,875	2,875	2,875	2,875	2,875
421.242 - PHOTO/DIGITAL COPY FEES	1,086	637	315	300	300	300	300	300	300
421.245 - PAYROLL REIMBURSEMENT	130	30	-	-	-	-	-	-	-
421.264 - CEOJJC TRAVEL REMIBURSEMENT	876	1,233	500	1,000	1,000	1,000	1,000	1,000	1,000
<b>Requirements</b>	<b>478,470</b>	<b>560,377</b>	<b>579,396</b>	<b>618,723</b>	<b>635,977</b>	<b>635,977</b>	<b>635,977</b>	<b>635,977</b>	<b>635,977</b>
PREVENTION DIVISION	478,470	560,377	579,396	618,723	635,977	635,977	635,977	635,977	635,977
<b>YOUTH SERVICES</b>	<b>478,470</b>	<b>560,377</b>	<b>579,396</b>	<b>618,723</b>	<b>635,977</b>	<b>635,977</b>	<b>635,977</b>	<b>635,977</b>	<b>635,977</b>
PERSONNEL	457,054	528,683	534,634	580,443	602,885	602,885	602,885	602,885	602,885
51500 - YOUTH SERVICES DIRECTOR	74,076	81,514	75,044	80,448	83,256	83,256	83,256	83,256	83,256
51503 - SECRETARY II	36,793	43,032	38,014	40,640	41,808	41,808	41,808	41,808	41,808
51505 - JUV COURT COUNSELOR ASSISTANT	40,684	43,410	41,353	44,037	46,272	46,272	46,272	46,272	46,272
51506 - TITLE III COUNSELOR	5,630	32,772	40,366	43,907	44,640	44,640	44,640	44,640	44,640
51507 - JUV COURT COUNSELORS	169,843	180,038	171,174	182,586	185,568	185,568	185,568	185,568	185,568
51602 - OVERTIME	47	33	82	98	48	48	48	48	48
51621 - CELL PHONE ALLOWANCE	600	600	563	600	600	600	600	600	600
51622 - STIPEND	-	-	3,392	3,815	4,224	4,224	4,224	4,224	4,224
51681 - COMP/HOLIDAY BANK CASHOUT	21	511	2,770	2,520	-	-	-	-	-
51701 - FICA	24,317	28,315	27,252	29,015	29,516	29,516	29,516	29,516	29,516
51705 - WORKERS' COMPENSATION	1,254	3,629	4,140	4,746	6,824	6,824	6,824	6,824	6,824
51721 - PERS	46,433	52,171	63,337	67,517	69,477	69,477	69,477	69,477	69,477



Fd#	101	General Fund
Dept#	24	Youth
SubDept#	5134	Youth Services

Row Labels	Data							
	FY16 Actuals	FY17 Actuals	FY18 Projected	FY18 Budget	FY19 Proposal	FY19 Approved	FY19 Adopted	
51729 - HEALTH INSURANCE	51,478	56,292	61,349	73,782	83,580	83,580	83,580	
51730 - DENTAL INSURANCE	4,160	4,309	3,841	4,494	4,755	4,755	4,755	
51732 - LONG TERM DISABILITY	1,556	1,886	1,792	2,049	2,128	2,128	2,128	
51733 - LIFE INSURANCE	162	171	165	189	189	189	189	
MATERIALS & SERVICES	21,416	31,694	44,762	38,280	33,092	33,092	33,092	
52111 - DUES & SUBSCRIPTIONS	1,694	1,796	2,371	1,697	1,699	1,699	1,699	
52122 - TELEPHONE	1,031	1,043	858	1,250	1,250	1,250	1,250	
52304 - ELECTRONIC MONITORING	3,324	3,460	1,760	3,103	3,468	3,468	3,468	
52321 - INTERPRETER SERVICES	-	-	-	-	-	-	-	
52323 - JUVENILE AID	2,890	6,979	1,796	3,000	3,000	3,000	3,000	
52324 - JUVENILE DETENTION	-	-	550	550	1,780	1,780	1,780	
52342 - RESTITUTION-TITLE II	-	-	-	-	1,000	1,000	1,000	
52345 - SHELTER CARE	-	2,580	4,000	4,000	4,000	4,000	4,000	
52358 - WITNESS FEES	-	-	2,500	2,500	1,250	1,250	1,250	
52368 - DRUG SCREENS	670	383	500	500	500	500	500	
52401 - CONTRACTED SERVICES	-	-	6,500	6,500	-	-	-	
52651 - EQUIPMENT - REPAIR & MAINTENANCE	-	-	-	-	-	-	-	
52656 - GAS & OIL	2,117	2,414	3,408	2,400	3,000	3,000	3,000	
52657 - VEHICLE - REPAIR & MAINTENANCE	1,214	854	508	1,500	1,500	1,500	1,500	
52701 - TRAINING & EDUCATION	989	764	4,025	2,580	1,945	1,945	1,945	
52711 - MEALS LODGING & REGISTRATION	2,382	2,708	2,705	2,000	2,750	2,750	2,750	
52731 - TRAVEL & MILEAGE	1,090	837	2,645	1,500	1,250	1,250	1,250	
52734 - TRAVEL - CEOJJC	199	779	960	1,000	1,000	1,000	1,000	
52910 - SUPPLIES - OFFICE	3,309	4,936	3,749	2,000	2,500	2,500	2,500	
52940 - TITLE III WORK CREW	507	1,937	3,728	-	500	500	500	
52946 - SUPPLIES - SKILL GROUP	-	224	2,200	2,200	700	700	700	

# OPERATING BUDGET SUMMARY

## YOUTHTHINK (232) PREVENTION DIVISION (24) YOUTHTHINK SERVICES (5232)

### 1. Community impacts/main services provided:

- YouthThink is a community based prevention coalition that focuses on raising awareness as to the “WHY” behind risky and destructive behavior such as the underage use and abuse of alcohol, tobacco, and other drugs. We believe it is important to educate and inform our youth and adults regarding the potential dangerous consequences of harmful substances, especially to the developing teen brain, but to also discover the real reasons why people, young and old turn to self-destructive behaviors.
- YouthThink has fostered strong partnerships with groups such as Pacific Source, Columbia Gorge Health Council, Oregon Department of Education, University of Oregon and Oregon Health Authority, to provide transformation initiatives through the CCO region. The focus of these efforts have been to share what we are learning as the key pilot site for parent education workshops “boot camps” which educates parents and care providers on the importance of increasing social-emotional learning through increasing emotional literacy. YouthThink developed a teen version of the parenting workshop and has been actively rolling out the new boot camps across the region.
- YouthThink plays a key role in assisting school districts county-wide with in-class presentations and information dissemination on current behavioral health related issues and trends. This includes outreach to parents and other key stake holders to always ask the question “What about the children?” when making important decisions and paying attention to our role modeling behaviors. YouthThink believes that through education and promotion of positive behavioral health we can prevent many of the harmful outcomes that are plaguing our county. Through behavioral health promotion we play a key financial role in initiating a cost avoidance strategy for our communities and county as a whole.
- YouthThink continues to play a key leadership role across the state of Oregon. The coalition coordinator, Debby Jones, serves as the acting chair of the State of Oregon’s Addiction, Mental Health and Prevention Advisory Committee. Debby also serves on the state’s Early Learning Council’s Measuring Success Committee and the Oregon Athletic Association Suicide Prevention Committee. These state held leadership positions provide a strong voice for Wasco County.

### 2. Fund balance/fiscal health:

Year	FTE	Budget	Actual	Variance \$	Variance %
15/16	1	171,651	155,830	15,821	9%
16/17	1	209,846	137,009	72,837	35%
17/18	1	214,435	160,141	54,294	25%
			(estimated)		
18/19	1	222,293			

3. Significant budget impacts or changes (include recent FTE changes): None.

4. Opportunities to Enhance Revenue:

YouthThink continues to seek outside funding to support this county-based program. Recently, YouthThink presented at the city council meeting of the City of The Dalles. When the city passed the 3% tax on the sales of marijuana, one of the options for funding is the prevention of youth accessing and using marijuana prior to 21 years of age. At the time of the hearings there was support from all perspectives to ensure our youth do not access or use marijuana. YouthThink and the Department of Youth Services continue to be committed to collaborating with the City of The Dalles, law enforcement and education to promote healthy choices and prevent youth from starting to use controlled substances.

5. Capital Needs: YouthThink is relocating into the Harding House this upcoming year. We do not anticipate any capital needs outside of the current building planning through Facilities.

6. Extraordinary issues to deal with in the near future (retirements, laws/mandates, etc): N/A.

Fd#	232	Youth Think
Dept#	(All)	Youth
SubDept#	(All)	Youth Services

Row Labels	Data								
	FY16	Actuals	FY17	Actuals	FY18	FY18	FY19	FY19	FY19
				Projected	Budget	Proposal	Approved	Adopted	
<b>YOUTH THINK FUND</b>									
<b>Resources</b>	<b>267,271</b>	<b>239,925</b>	<b>242,035</b>	<b>214,435</b>	<b>222,293</b>	<b>222,293</b>	<b>222,293</b>	<b>222,293</b>	<b>222,293</b>
NON-DEPARTMENTAL RESOURCES	103,896	112,425	103,530	53,472	68,793	68,793	68,793	68,793	
<b>COMM ON CHILDREN &amp; FAMILIES RESOURCES</b>	<b>103,896</b>	<b>112,425</b>	<b>103,530</b>	<b>53,472</b>	<b>68,793</b>	<b>68,793</b>	<b>68,793</b>	<b>68,793</b>	<b>68,793</b>
RESOURCES	103,896	112,425	103,530	53,472	68,793	68,793	68,793	68,793	
400.232 - BEGINNING FUND BALANCE	103,267	111,441	102,915	53,472	67,893	67,893	67,893	67,893	
417.104 - INTEREST EARNED	629	984	614	-	900	900	900	900	
PREVENTION DIVISION	163,375	127,500	138,505	160,963	153,500	153,500	153,500	153,500	
<b>YOUTHTHINK SERVICES</b>	<b>163,375</b>	<b>127,500</b>	<b>138,505</b>	<b>160,963</b>	<b>153,500</b>	<b>153,500</b>	<b>153,500</b>	<b>153,500</b>	<b>153,500</b>
RESOURCES	163,375	127,500	138,505	160,963	153,500	153,500	153,500	153,500	
412.608 - STATE AD70 GRANT	58,042	35,729	36,022	61,500	61,500	61,500	61,500	61,500	
412.639 - OREGON HEALTH AUTHORITY	275	-	-	-	31,500	31,500	31,500	31,500	
412.641 - STATE-HEALTHY START	47,532	-	-	-	-	-	-	-	
412.642 - JCP - PREVENTION	16,853	65,417	-	-	47,500	47,500	47,500	47,500	
412.660 - STATE TRANSFORMATION	-	-	-	-	-	-	-	-	
412.674 - STATE GRANT	-	-	78,463	78,463	-	-	-	-	
412.675 - STATE-YOUTH INVEST-GF	6,600	10,925	-	-	-	-	-	-	
413.858 - YOUTH SUICIDE PREVENTION - #93.243	17,600	3,875	4,000	-	-	-	-	-	
413.918 - FPS - #93.556	-	-	-	-	-	-	-	-	
414.312 - CITY OF THE DALLES	6,500	10,600	20,000	20,000	12,000	12,000	12,000	12,000	
419.436 - DONATIONS	500	954	10	-	-	-	-	-	
419.447 - HEALTHY LIVING FOUNDATION	9,350	-	-	-	-	-	-	-	
419.450 - FORD FAMILY FOUNDATION - 10TH ST	-	-	10	1,000	1,000	1,000	1,000	1,000	
421.268 - MISC REIMBURSEMENT	123	-	-	-	-	-	-	-	
<b>Requirements</b>	<b>155,832</b>	<b>137,009</b>	<b>160,141</b>	<b>214,435</b>	<b>222,293</b>	<b>222,293</b>	<b>222,293</b>	<b>222,293</b>	<b>222,293</b>
PREVENTION DIVISION	155,832	137,009	160,141	163,659	168,089	168,089	168,089	168,089	
<b>YOUTHTHINK SERVICES</b>	<b>155,832</b>	<b>137,009</b>	<b>160,141</b>	<b>163,659</b>	<b>168,089</b>	<b>168,089</b>	<b>168,089</b>	<b>168,089</b>	<b>168,089</b>
PERSONNEL	71,655	75,717	74,870	78,616	83,046	83,046	83,046	83,046	
51513 - PREVENTION COORDINATOR	50,746	53,922	52,153	53,928	56,664	56,664	56,664	56,664	
51621 - CELL PHONE ALLOWANCE	600	600	563	600	600	600	600	600	
51681 - COMP/HOLIDAY BANK CASHOUT	-	-	-	-	-	-	-	-	
51701 - FICA	3,935	4,174	4,035	4,171	4,381	4,381	4,381	4,381	

Fd#	232	Youth Think
Dept#	(All)	Youth
SubDept#	(All)	Youth Services

Row Labels	Data							
	FY16 Actuals	FY17 Actuals	FY18 Projected	FY18 Budget	FY19 Proposal	FY19 Approved	FY19 Adopted	
51705 - WORKERS' COMPENSATION	110	95	41	153	159	159	159	
51721 - PERS	8,235	8,653	10,438	10,797	11,338	11,338	11,338	
51729 - HEALTH INSURANCE	7,063	7,279	6,781	7,966	8,898	8,898	8,898	
51730 - DENTAL INSURANCE	693	681	585	688	679	679	679	
51732 - LONG TERM DISABILITY	246	286	251	286	300	300	300	
51733 - LIFE INSURANCE	27	27	24	27	27	27	27	
MATERIALS & SERVICES	84,177	61,292	85,271	85,043	85,043	85,043	85,043	
52101 - ADVERTISING & PROMOTIONS	204	1,276	2,243	7,500	7,500	7,500	7,500	
52111 - DUES & SUBSCRIPTIONS	-	703	243	243	243	243	243	
52113 - INSURANCE & BONDS	639	635	589	650	650	650	650	
52116 - POSTAGE	-	-	-	500	500	500	500	
52122 - TELEPHONE	751	809	742	700	700	700	700	
52336 - PASS-THRU DONATIONS	7,101	4,108	3,799	-	-	-	-	
52362 - CCF GRANTS	-	256	-	-	-	-	-	
52402 - CONTR SRVCS - DRUG FREE	-	2,832	-	-	-	-	-	
52409 - CONTR SRVCS - OTHER	14,844	25,823	34,800	34,800	34,800	34,800	34,800	
52416 - CONTR SRVCS - CYF GRANT	-	-	-	-	-	-	-	
52418 - CONTR SRVCS - JCP PREVENTION	11,209	11,277	4,560	-	-	-	-	
52423 - CONTR SRVCS - AD70	11,289	235	-	-	-	-	-	
52424 - CONTR SRVCS - OR COMM GRANT	458	-	-	-	-	-	-	
52435 - CONTR SRVCS - YOUTH INVESTMENT	1,271	4,827	-	-	-	-	-	
52436 - CONTR SRVCS - HEALTHY START	29,163	-	-	-	-	-	-	
52440 - CONTR SRVCS - GREAT START	1,264	-	-	-	-	-	-	
52450 - CONTR SRVCS - SUICIDE PREVENTION	1,000	719	-	-	-	-	-	
52454 - CONTR SRVCS - FAMILY PRESERVATION GRANT	-	-	-	-	-	-	-	
52458 - CONTR SRVCS - JCP BASIC GRANT	-	-	-	-	-	-	-	
52467 - CONTR SRVCS - CCF MINI GRANTS	-	335	-	-	-	-	-	
52468 - CONTR SRVCS - A & D MINI GRANTS	-	116	-	-	-	-	-	
52711 - MEALS LODGING & REGISTRATION	1,724	1,464	2,500	2,500	2,500	2,500	2,500	
52731 - TRAVEL & MILEAGE	325	40	514	1,500	1,500	1,500	1,500	
52910 - SUPPLIES - OFFICE	1,165	221	2,832	4,200	4,200	4,200	4,200	
52935 - SUPPLIES - PROGRAM ACTIVITY	1,770	5,616	32,450	32,450	32,450	32,450	32,450	

Fd#	232	Youth Think
Dept#	(All)	Youth
SubDept#	(All)	Youth Services

Row Labels	Data								
	FY16	Actuals	FY17	Actuals	FY18	FY18	FY19	FY19	FY19
					Projected	Budget	Proposal	Approved	Adopted
NON-DEPARTMENTAL EXPENDITURES	-	-	-	-	50,776	54,204	54,204	54,204	54,204
<b>COMM ON FAM &amp; CHILDREN EXPENDITURES</b>	-	-	-	-	<b>50,776</b>	<b>54,204</b>	<b>54,204</b>	<b>54,204</b>	<b>54,204</b>
CONTINGENCY	-	-	-	-	30,000	30,000	30,000	30,000	30,000
57232 - CONTINGENCY	-	-	-	-	30,000	30,000	30,000	30,000	30,000
UNAPPROPRIATED	-	-	-	-	20,776	24,204	24,204	24,204	24,204
59232 - UNAPPROPRIATED	-	-	-	-	20,776	24,204	24,204	24,204	24,204

Fd# (Multiple Items) Reserve Funds  
 Dept# (All) Reserves  
 SubDept# (All) Reserves

Row Labels	Data							
	FY16 Actuals	FY17 Actuals	FY18 Projected	FY18 Budget	FY19 Proposal	FY19 Approved	FY19 Adopted	
<b>CAPITAL ACQUISITIONS FUND</b>								
<b>Resources</b>	<b>2,079,072</b>	<b>2,999,241</b>	<b>3,405,874</b>	<b>3,709,600</b>	<b>4,011,036</b>	<b>4,011,036</b>	<b>4,011,036</b>	
NON-DEPARTMENTAL RESOURCES	2,079,072	2,999,241	3,405,874	3,709,600	4,011,036	4,011,036	4,011,036	
<b>CAPITAL ACQUISITIONS RESOURCES</b>	<b>2,079,072</b>	<b>2,999,241</b>	<b>3,405,874</b>	<b>3,709,600</b>	<b>4,011,036</b>	<b>4,011,036</b>	<b>4,011,036</b>	
RESOURCES	2,079,072	2,999,241	3,405,874	3,709,600	4,011,036	4,011,036	4,011,036	
400.322 - BEGINNING FUND BALANCE	1,370,495	2,076,071	2,683,721	2,994,600	3,132,036	3,132,036	3,132,036	
417.104 - INTEREST EARNED	8,577	23,170	22,153	15,000	29,000	29,000	29,000	
450.101 - TRANSFER FROM GENERAL FUND	700,000	900,000	700,000	700,000	850,000	850,000	850,000	
ADMINISTRATION	-	-	-	-	-	-	-	
<b>CAPITAL ACQUISITIONS RESOURCES</b>	-	-	-	-	-	-	-	
412.681 - STATE GRANT/REIMBURSEMENT	-	-	-	-	-	-	-	
<b>Requirements</b>	-	<b>315,520</b>	<b>273,838</b>	<b>3,709,600</b>	<b>4,011,036</b>	<b>4,011,036</b>	<b>4,011,036</b>	
ADMINISTRATION	-	315,520	273,838	3,709,600	4,011,036	4,011,036	4,011,036	
<b>CAPITAL ACQUISITIONS CAPITAL OUTLAY</b>	-	<b>315,520</b>	<b>273,838</b>	<b>3,709,600</b>	<b>4,011,036</b>	<b>4,011,036</b>	<b>4,011,036</b>	
53102 - BLDG IMPROVEMENT	-	315,520	273,838	-	2,011,036	2,011,036	2,011,036	
53301 - EQUIPMENT - CAPITAL	-	-	-	3,709,600	2,000,000	2,000,000	2,000,000	
<b>FACILITY CAPITAL RESERVE</b>								
<b>Resources</b>	<b>1,823,620</b>	<b>2,744,554</b>	<b>3,378,036</b>	<b>3,429,005</b>	<b>4,258,036</b>	<b>4,258,036</b>	<b>4,258,036</b>	
NON-DEPARTMENTAL RESOURCES	1,823,620	2,744,554	3,378,036	3,429,005	4,258,036	4,258,036	4,258,036	
<b>FACILITY CAPITAL RESERVE RESOURCES</b>	<b>1,823,620</b>	<b>2,744,554</b>	<b>3,378,036</b>	<b>3,429,005</b>	<b>4,258,036</b>	<b>4,258,036</b>	<b>4,258,036</b>	
400.326 - BEGINNING FUND BALANCE	1,117,148	1,823,620	2,654,154	2,715,005	3,378,036	3,378,036	3,378,036	
417.104 - INTEREST EARNED	7,249	20,934	23,882	14,000	30,000	30,000	30,000	
450.101 - TRANSFER FROM GENERAL FUND	699,223	900,000	700,000	700,000	850,000	850,000	850,000	
ADMINISTRATION	-	-	-	-	-	-	-	
<b>CAPITAL REPLACEMENTS - FACILITIES RESOURCES</b>	-	-	-	-	-	-	-	
421.243 - INSURANCE REFUNDS	-	-	-	-	-	-	-	
<b>Requirements</b>	-	<b>90,400</b>	-	<b>3,429,005</b>	<b>4,258,036</b>	<b>4,258,036</b>	<b>4,258,036</b>	
ADMINISTRATION	-	90,400	-	3,429,005	4,258,036	4,258,036	4,258,036	
<b>CAPITAL REPLACEMENTS - FACILITIES TRANSFERS</b>	-	<b>90,400</b>	-	<b>3,429,005</b>	<b>4,258,036</b>	<b>4,258,036</b>	<b>4,258,036</b>	
55101 - TRANSFER TO GENERAL FUND	-	90,400	-	-	15,000	15,000	15,000	
CAPITAL OUTLAY	-	-	-	3,429,005	4,243,036	4,243,036	4,243,036	

Fd# (Multiple Items) Reserve Funds  
 Dept# (All) Reserves  
 SubDept# (All) Reserves

Row Labels	Data							
	FY16 Actuals	FY17 Actuals	FY18 Projected	FY18 Budget	FY19 Proposal	FY19 Approved	FY19 Adopted	
53111 - CAPITAL EXPENDITURES	-	-	-	3,429,005	4,243,036	4,243,036	4,243,036	
<b>GENERAL OPERATING RESERVE</b>								
<b>Resources</b>	<b>2,075,176</b>	<b>5,003,062</b>	<b>3,379,798</b>	<b>3,607,552</b>	<b>4,420,248</b>	<b>4,420,248</b>	<b>4,420,248</b>	
NON-DEPARTMENTAL RESOURCES	2,075,176	5,003,062	3,379,798	3,607,552	4,420,248	4,420,248	4,420,248	
<b>GENERAL OPERATING RESERVE RESOURCES</b>	<b>2,075,176</b>	<b>5,003,062</b>	<b>3,379,798</b>	<b>3,607,552</b>	<b>4,420,248</b>	<b>4,420,248</b>	<b>4,420,248</b>	
RESOURCES	2,075,176	5,003,062	3,379,798	3,607,552	4,420,248	4,420,248	4,420,248	
400.327 - BEGINNING FUND BALANCE	1,466,298	4,180,043	2,654,184	2,893,552	3,496,915	3,496,915	3,496,915	
417.104 - INTEREST EARNED	8,878	23,019	25,614	14,000	30,000	30,000	30,000	
450.101 - TRANSFER FROM GENERAL FUND	600,000	800,000	700,000	700,000	850,000	850,000	850,000	
450.220 - TRANSFER FROM 911 COMMUNICATIONS FUND	-	-	-	-	43,333	43,333	43,333	
<b>Requirements</b>	<b>-</b>	<b>-</b>	<b>218,205</b>	<b>3,607,552</b>	<b>4,420,248</b>	<b>4,420,248</b>	<b>4,420,248</b>	
ADMINISTRATION	-	-	218,205	3,607,552	4,420,248	4,420,248	4,420,248	
<b>OPERATING RESERVE</b>	<b>-</b>	<b>-</b>	<b>218,205</b>	<b>3,607,552</b>	<b>4,420,248</b>	<b>4,420,248</b>	<b>4,420,248</b>	
CAPITAL OUTLAY	-	-	218,205	3,607,552	4,420,248	4,420,248	4,420,248	
53108 - OPERATING RESERVE	-	-	218,205	3,607,552	4,420,248	4,420,248	4,420,248	
<b>ROAD RESERVE FUND</b>								
<b>Resources</b>	<b>2,810,043</b>	<b>2,836,374</b>	<b>4,873,616</b>	<b>4,850,437</b>	<b>4,915,617</b>	<b>4,915,617</b>	<b>4,915,617</b>	
NON-DEPARTMENTAL RESOURCES	2,810,043	2,836,374	4,873,616	4,850,437	4,915,617	4,915,617	4,915,617	
<b>ROAD RESERVE RESOURCES</b>	<b>2,810,043</b>	<b>2,836,374</b>	<b>4,873,616</b>	<b>4,850,437</b>	<b>4,915,617</b>	<b>4,915,617</b>	<b>4,915,617</b>	
RESOURCES	2,810,043	2,836,374	4,873,616	4,850,437	4,915,617	4,915,617	4,915,617	
400.321 - BEGINNING FUND BALANCE	2,795,410	2,810,043	2,836,374	2,833,437	4,873,616	4,873,616	4,873,616	
417.104 - INTEREST EARNED	14,633	26,331	37,242	17,000	42,000	42,000	42,000	
450.202 - TRANSFER FROM PUBLIC WORKS FUND	-	-	2,000,000	2,000,000	1	1	1	
<b>Requirements</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>4,850,437</b>	<b>4,915,617</b>	<b>4,915,617</b>	<b>4,915,617</b>	
PUBLIC WORKS	-	-	-	4,850,437	4,915,617	4,915,617	4,915,617	
<b>ROAD RESERVE</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>4,850,437</b>	<b>4,915,617</b>	<b>4,915,617</b>	<b>4,915,617</b>	
CAPITAL OUTLAY	-	-	-	4,850,437	4,915,617	4,915,617	4,915,617	
53108 - OPERATING RESERVE	-	-	-	2,850,437	2,915,617	2,915,617	2,915,617	
53302 - EQUIPMENT - ROAD	-	-	-	2,000,000	2,000,000	2,000,000	2,000,000	