

# Proposed Budget

FY 2021



*Pioneering pathways  
to prosperity.*

# TABLE OF CONTENTS

<b>WASCO COUNTY OVERVIEW .....</b>	<b>1</b>
<b>ORGANIZATIONAL CHART &amp; CONTACTS.....</b>	<b>2</b>
<b>FY 2020 BUDGET MESSAGE .....</b>	<b>5</b>
<b>BUDGET EXPANSIONS (ASK-ADD) .....</b>	<b>16</b>
<b>DEPARTMENT BUDGETS</b>	
<b>Department 12: Assessment and Taxation .....</b>	<b>32</b>
<b>Department 15: Clerk .....</b>	<b>35</b>
<b>Department 16: Sheriff .....</b>	<b>41</b>
<b>Department 17: Employee and Administrative Services .....</b>	<b>55</b>
<b>Other Administration Budget .....</b>	<b>66</b>
<b>Department 18: Administration Other .....</b>	<b>79</b>
<b>Museum .....</b>	<b>83</b>
<b>Fair &amp; Parks .....</b>	<b>86</b>
<b>Department 19: District Attorney .....</b>	<b>91</b>
<b>Department 21 &amp; 23: Planning .....</b>	<b>97</b>
<b>Department 22: Public Works .....</b>	<b>103</b>
<b>Department 24: Youth Services .....</b>	<b>113</b>
<b>Department 25: Building Codes .....</b>	<b>117</b>
<b>Capital and Reserve Funds Budget .....</b>	<b>123</b>

# 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).

## VISION

Pioneering Pathways to Prosperity

## MISSION

Partner with our citizens to proactively meet their needs and create opportunities

## CORE VALUES

- Embody the 100% Love culture
- Relationships are primary
- Do the right thing, even when no one is watching

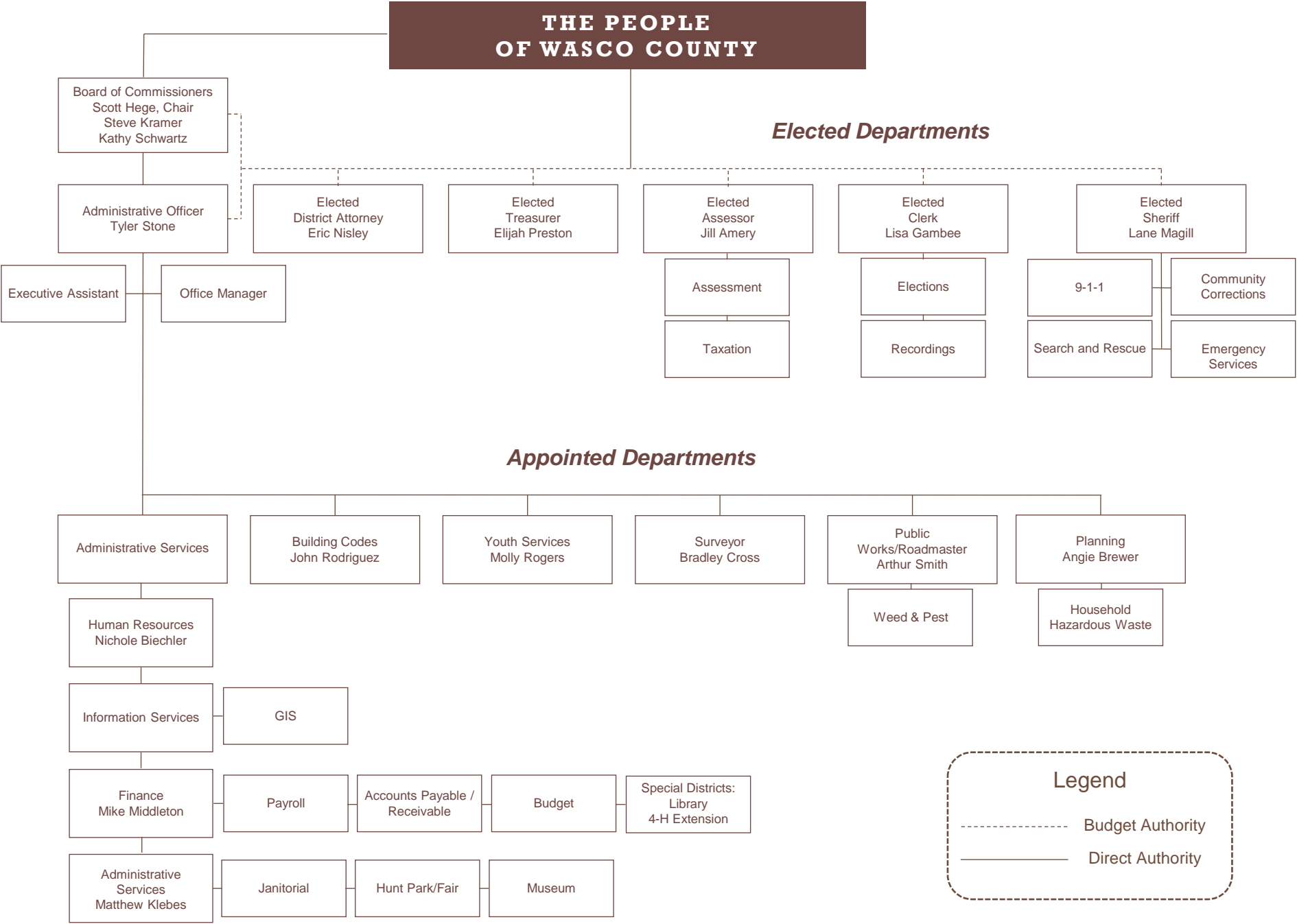
## WHAT'S THE STORY BEHIND 100% LOVE?

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.

# ORGANIZATIONAL CHART



# WASCO COUNTY CONTACTS

A full list of contacts is available on the Wasco County website at [www.co.wasco.or.us](http://www.co.wasco.or.us).

DEPARTMENT	NAME	EMAIL	PHONE
COUNTY COMMISSIONERS	Kathy Schwartz	<a href="mailto:kathys@co.wasco.or.us">kathys@co.wasco.or.us</a>	506-2523
	Scott Hege	<a href="mailto:scotth@co.wasco.or.us">scotth@co.wasco.or.us</a>	506-2522
	Steve Kramer	<a href="mailto:stevek@co.wasco.or.us">stevek@co.wasco.or.us</a>	506-2524
ADMINISTRATIVE OFFICER	Tyler Stone	<a href="mailto:tylers@co.wasco.or.us">tylers@co.wasco.or.us</a>	506-2552
ASSESSMENT & TAXATION	Jill Amery	<a href="mailto:jilla@co.wasco.or.us">jilla@co.wasco.or.us</a>	506-2512
CLERK	Lisa Gambee	<a href="mailto:lisag@co.wasco.or.us">lisag@co.wasco.or.us</a>	506-2535
SHERIFF	Lane Magill	<a href="mailto:lanem@co.wasco.or.us">lanem@co.wasco.or.us</a>	506-2592
FACILITIES	Matthew Klebes	<a href="mailto:matthewk@co.wasco.or.us">matthewk@co.wasco.or.us</a>	506-2553
INFORMATION SERVICES	Andrew Burke	<a href="mailto:andrewb@co.wasco.or.us">andrewb@co.wasco.or.us</a>	506-2537
FINANCE	Mike Middleton	<a href="mailto:mikem@co.wasco.or.us">mikem@co.wasco.or.us</a>	506-2770
DISTRICT ATTORNEY	Eric Nisley	<a href="mailto:erich@co.wasco.or.us">erich@co.wasco.or.us</a>	506-2682
PLANNING	Angie Brewer	<a href="mailto:angieb@co.wasco.or.us">angieb@co.wasco.or.us</a>	506-2566
PUBLIC WORKS	Arthur Smith	<a href="mailto:arthurs@co.wasco.or.us">arthurs@co.wasco.or.us</a>	506-2645
YOUTH SERVICES	Molly Rogers	<a href="mailto:mollyr@co.wasco.or.us">mollyr@co.wasco.or.us</a>	506-2667

## WASCO COUNTY FISCAL YEAR 2021 BUDGET CALENDAR

Start Date	Complete By Date	Task	Relevant Parties
1/01/20	2/07/20	Cleanup of system, get ready for Dept Entry	Finance
1/01/20	1/31/20	Cleanup of system and Position Budgets Built	Finance
<b>1/27/20</b>	<b>1/29/20</b>	<b>Strategic Planning Retreat</b>	<b>All</b>
2/03/19	2/07/19	Budget Classes on entry and changes in process	Dept Budget Staff
2/10/20	2/14/20	Vehicle Committee Meets at some point this week	Vehicle Committee
2/10/20	2/21/20	Eden opens for Department budget entry	Dept Budget Staff
2/10/20	2/21/20	Capital Plan Developed and entered	Facilities
2/10/20	2/21/20	IT Plan Developed and entered	Information Services
2/24/20	2/28/20	1 <sup>st</sup> Draft of the Budget compiled	Finance
3/09/20	3/20/20	Individual Dept meetings with Budget Team Specific Department schedules to follow	Dept Directors, Budget Team
3/23/20	3/27/20	Complete 2 <sup>nd</sup> Budget Draft	Finance
3/30/20	4/03/20	Department Budget additional docs due <ul style="list-style-type: none"> <li>• Organization charts with current FTE</li> <li>• Impact sheets</li> <li>• Capital Improvement Plan</li> </ul>	Dept Budget Staff
4/06/20	4/10/20	Management Team Budget Meeting <ul style="list-style-type: none"> <li>• Should be one meeting – more may be scheduled</li> <li>• Planning on using Management Team Meeting 4/09</li> </ul>	Dept Directors
4/13/20	4/17/20	Complete Proposed Budget Document	Finance
4/20/20	4/24/20	Compile Budget Document with Budget Message	Finance
4/28/20	4/20/20	Distribute Budget Document to Budget Committee <ul style="list-style-type: none"> <li>• May distribute sooner if done sooner</li> </ul>	Finance Budget Committee
5/01/20	5/01/20	Publish Notice of Budget Committee Meeting <ul style="list-style-type: none"> <li>• In paper not more than 30 days before nor less than 5</li> <li>• On website at least 10 days before – keep screen print for audit</li> </ul>	Finance
5/12/20	5/13/20	Budget Committee Session 9am – 4pm <ul style="list-style-type: none"> <li>• Work with Kathy to set location – think CGCC</li> </ul>	Budget Committee
5/13/20	5/13/20	Publish Legal Notice of Budget Hearing <ul style="list-style-type: none"> <li>• In paper not more than 30 days before nor less than 5</li> <li>• On website at least 10 days before – keep screen print for audit</li> </ul>	Finance
6/03/20	6/03/20	Public Hearing on Budget Adoption & Adoption	Board of Commissioners
6/17/20	6/17/20	2 <sup>nd</sup> Day of Public Hearing & Adoption if needed	Board of Commissioners

# WASCO COUNTY FISCAL YEAR 2021 BUDGET MESSAGE

From: Mike Middleton, Wasco County Finance Director, Budget Officer

4/28/2020

I am pleased to present to the Budget Committee the Proposed Budget for Fiscal Year 2021 (FY21). This covers the period of July 1<sup>st</sup>, 2020 to June 30<sup>th</sup>, 2021.

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

The primary purpose of the 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 meets these purposes.

Going into this budget cycle, the Management Team was directed to adhere to the following budgetary principles:

1. Same level of service – No new programs without being fully funded by new revenue.
2. No New FTE (Positions) – can be considered on a project basis for Non-General Revenue Funded positions but must have no negative impact on the General Fund. Additionally, project based positions can be considered if revenues and timeline are clearly defined.
3. Focus on Sustainability – All expenditures must be sustainable, meaning costs cannot increase faster than revenues.
4. Budget Expansion – Increases on an ongoing or one-time basis can be considered, but are not part of the base budget and will be reviewed separately as a Budget Expansion.
5. Capital Requests – Expenses necessary to provide ongoing support for programs/processes at the current service level.

## NOTABLE BUDGET ITEMS

The Proposed Budget has 25 funds totaling \$69,476,161. This is \$1,345,230 less than the FY20 Revised Budget. The fund count decreased by one (1) from FY20 due to closing out the Youth Think Fund and making that a part of the General Fund in the FY20 budget. In the FY21 budget, the CDBG Fund will be closing out as the project to complete the building for the Center For Living has been completed. A comparison of the total appropriation by fund is in table #1 below.

# WASCO COUNTY FISCAL YEAR 2021 BUDGET MESSAGE

**Table #1 – Comparison of Year to Year Appropriation**

<b>Fund/Description</b>	<b>2020 Revised Budget</b>	<b>2021 Proposed</b>	<b>\$ Increase/ (Decrease)</b>	<b>Change %</b>
101 - General Fund <i>The main operating fund for Wasco County</i>	23,948,492	24,489,830	541,338	2.3%
150 - Building Codes - General <i>The fund for Building Codes - General</i>	5,213,050	5,058,226	(154,824)	-3.0%
160 - Building Codes - Electrical <i>The fund for Building Codes - Electrical</i>	1,134,666	1,124,162	(10,504)	-0.9%
202 - Public Works <i>The fund for Road and Weed &amp; Pest Control</i>	7,223,492	6,578,295	(645,197)	-8.9%
203 - Fair Fund <i>County Fair operating fund</i>	322,316	358,255	35,939	11.2%
204 - County School Fund <i>Tax in lieu payments flow through</i>	424,440	424,440	-	0.0%
205 - Land Corner Preservation <i>Dedicated to locating and remarking of land</i>	103,957	110,830	6,873	6.6%
206 - Forest Health Program <i>Federal dollars to fund search and rescue operations on Federal land</i>	374,117	417,084	42,967	11.5%
207 - Household Hazardous Waste <i>Fee paid as part of garbage collection bill dedicated to recycling and hazardous waste</i>	885,927	968,021	82,094	9.3%
208 - Special Economic Development <i>Revenue committed to economic development</i>	2,397,924	4,022,754	1,624,830	67.8%
209 - Law Library <i>Dedicated revenue from citations that goes to maintain law libraries</i>	174,025	174,195	170	0.1%
210 - District Attorney <i>Forfeiture dollars and donations to victims of crimes</i>	15,323	12,100	(3,223)	-21.0%
211 - Musuem <i>Operations and donations for Wasco County Historical Museum</i>	343,976	330,112	(13,864)	-4.0%
220 - 911 Communications <i>Operations fund for 911 Services</i>	1,272,885	1,491,718	218,833	17.2%
223 - Park <i>Operations for Hunt Park</i>	362,389	339,620	(22,769)	-6.3%
227 - Community Corrections <i>Operations for parole and probation services</i>	2,924,650	2,596,237	(328,413)	-11.2%
229 - Court Facilities <i>State funded to provide courthouse security</i>	178,562	202,000	23,438	13.1%
232 - Youth Think <i>Merged into the General Fund in FY20 - not in FY21 budget</i>	120,000	-	(120,000)	-100.0%
233 - Kramer Field <i>Private donations to upgrade Kramer Field</i>	34,484	35,750	1,266	3.7%
237 - Clerk Records <i>Funded by recording fees to cover archival costs</i>	46,203	48,350	2,147	4.6%
321 - Road Reserve <i>Reserve funds for Public Works</i>	5,972,857	5,336,217	(636,640)	-10.7%
322 - Capital Acquisitions	3,852,873	4,771,646	918,773	23.8%



# WASCO COUNTY FISCAL YEAR 2021 BUDGET MESSAGE

## *Main Capital fund for Wasco County*

324 - 911 Equipment	62,435	95,172	32,737	52.4%
---------------------	--------	--------	--------	-------

## *Reserve fund for 911 Communications primarily intended for equipment purchases*

326 - Facility Capital Reserve	4,633,223	3,827,294	(805,929)	-17.4%
--------------------------------	-----------	-----------	-----------	--------

## *Fund to save for large capital projects*

327 - General Operating Reserve	8,239,125	6,061,853	(2,177,272)	-26.4%
---------------------------------	-----------	-----------	-------------	--------

## *Fund to save for revenue shortfalls and/or planned operating costs of an unusual nature*

330 - CDBG Fund	560,000	602,000	42,000	7.5%
-----------------	---------	---------	--------	------

*Capital project for Center For Living completed in FY20 will close fund in FY21*

<b>Totals</b>	<b><u>70,821,391</u></b>	<b><u>69,476,161</u></b>	<b><u>(1,345,230)</u></b>	<b><u>-1.9%</u></b>
---------------	--------------------------	--------------------------	---------------------------	---------------------

As the table above shows, the overall budget has decreased by \$1.3 million or 1.9%. This is driven by reducing unnecessary transfers and reducing fund balances (with the PERS Side Account created in FY20). The PERS Side Account was \$3.8 million, if this is removed from consideration – or added back in for another Budget Expansion to create another Side Account – the increase in budget is \$2,494,770 or a 3.5% increase. The majority of the increase is in the Special Economic Development Fund with an increase of \$1.6 million due to another phase started on an enterprise zone project. These funds are not entirely County discretion as half will go to The Dalles, additionally; Wasco County has pledged \$1.75 million of the County's share of the enterprise zone funds to Columbia Gorge Community College to meet the match for a major grant. (The Dalles has pledged an equal \$1.75 million from their share of funds.) Expenses are being managed and revenues watched.

When revenues are compared government wide – without considering transfers and beginning fund balances – increase by \$1,397,069 from the projected FY20 ending balances. This is an increase of 5.0%. The following tables (tables 2 – 4) summarize the revenue by source and provide year to year comparison and percentage of the total. The driving revenue source for the County is property taxes followed by state funding. These two categories together are 62% of operating revenues.

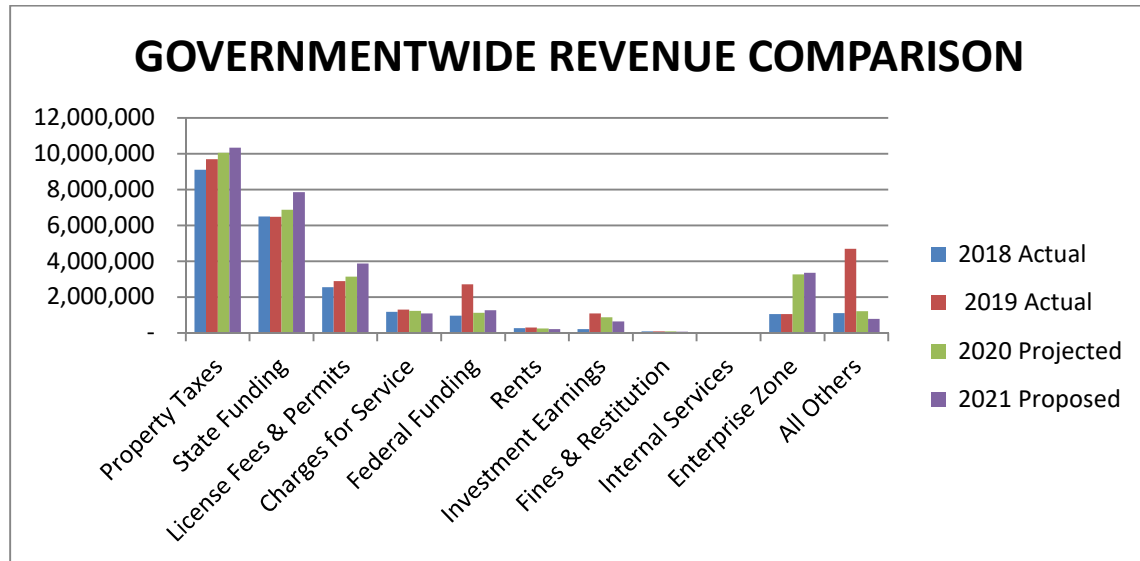
**Table #2**

Revenue Type	2018 Actual	2019 Actual	2020 Projected	2020 Revised Budget	2021 Proposed
Property Taxes	9,105,789	9,687,432	10,046,221	9,973,636	10,331,863
State Funding	6,501,783	6,470,343	6,860,555	7,114,928	7,845,867
License Fees & Permits	2,538,571	2,883,098	3,134,487	4,796,510	3,866,193
Charges for Service	1,177,361	1,296,244	1,218,394	1,200,304	1,074,280
Federal Funding	949,105	2,708,729	1,109,252	1,043,856	1,254,244
Rents	253,978	300,412	245,041	220,227	206,979
Investment Earnings	201,800	1,077,324	859,240	464,206	642,669
Fines & Restitution	80,607	80,259	80,661	67,000	65,000
Internal Services	11,928	11,572	7,189	8,180	5,000
Enterprise Zone	1,050,000	1,050,000	3,258,055	2,139,225	3,357,363
All Others	1,104,150	4,687,595	1,210,603	1,008,013	777,309
<b>Grand Total</b>	<b>22,975,072</b>	<b>30,253,008</b>	<b>28,029,698</b>	<b>28,036,085</b>	<b>29,426,767</b>

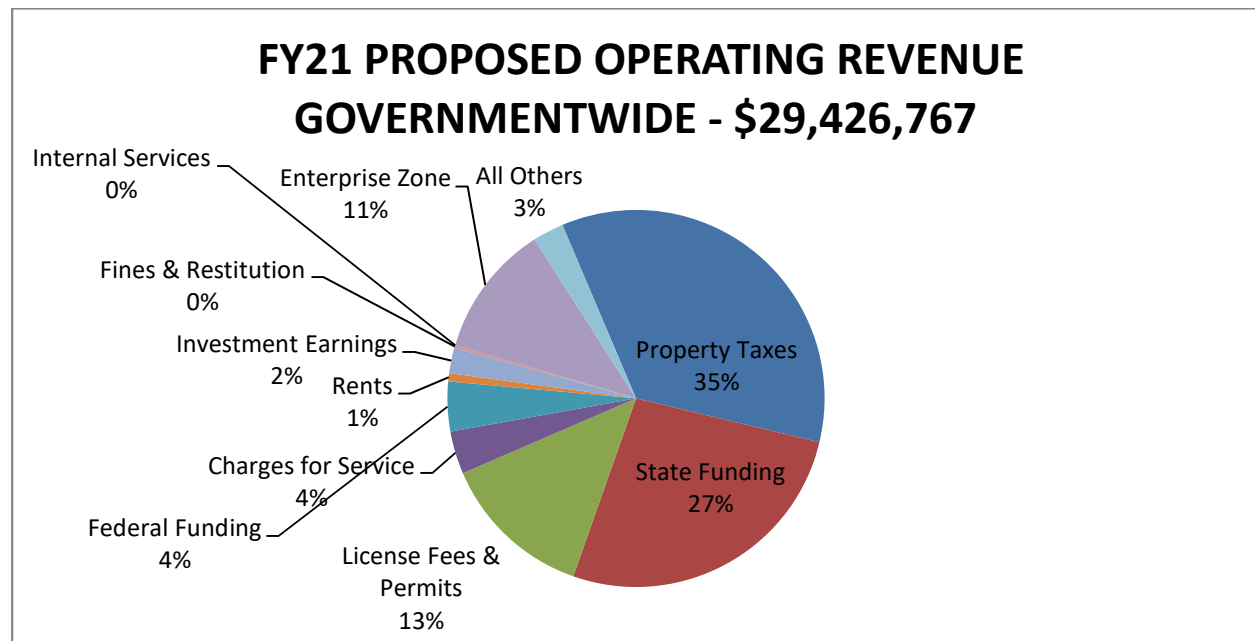
# WASCO COUNTY FISCAL YEAR 2021 BUDGET MESSAGE

The information summarize in Table #2 above is shown in graph form below.

**Table #3**



**Table #4**

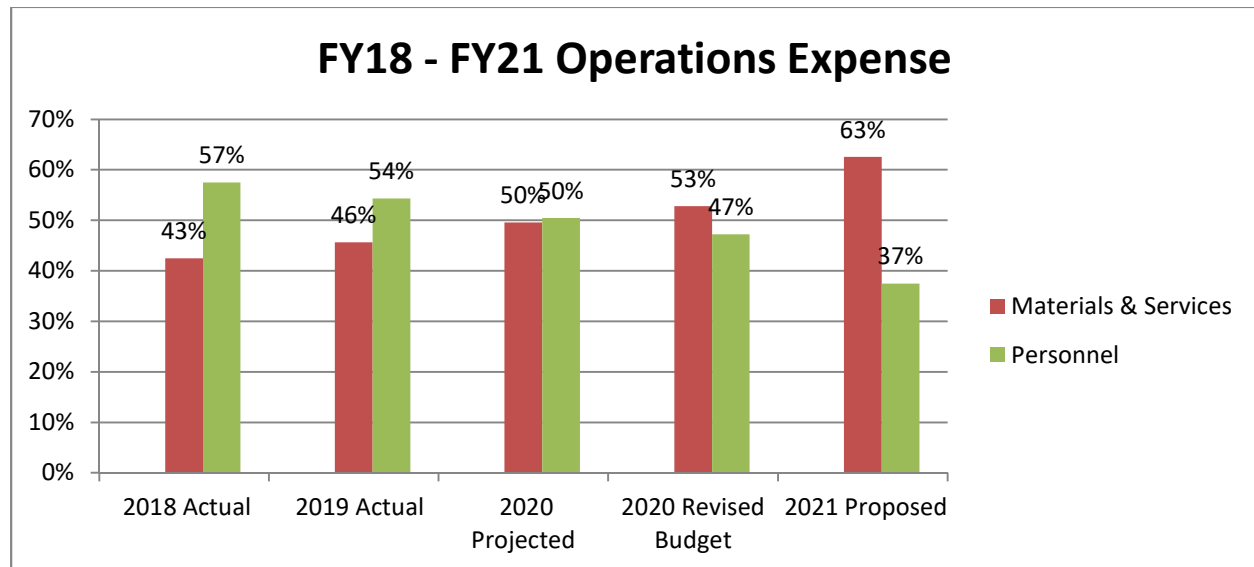


The expenses are driven by the operations cost – personnel and materials & services. While the budget is being held as level as possible, the change in percentage between personnel vs materials & services moves to a larger percentage going to materials and services offset by a smaller percentage to personnel. This is due to the policies of limiting growth of the number of positions (FTE – Full Time Equivalent). Funding for positions must be stable and ongoing. There is a large change with the FY21

# WASCO COUNTY FISCAL YEAR 2021 BUDGET MESSAGE

proposed budget – this is due to the PERS Side Account included in the FY20 budget. This is a reduction of personnel vs the FY21 Proposed budget but it is also double counted as the funds are now budgeted in FY21 as materials & services. If a similar additional PERS Side Account is set up in the FY21 budget, the percentages move to 51% Materials & Service vs 49% Personnel.

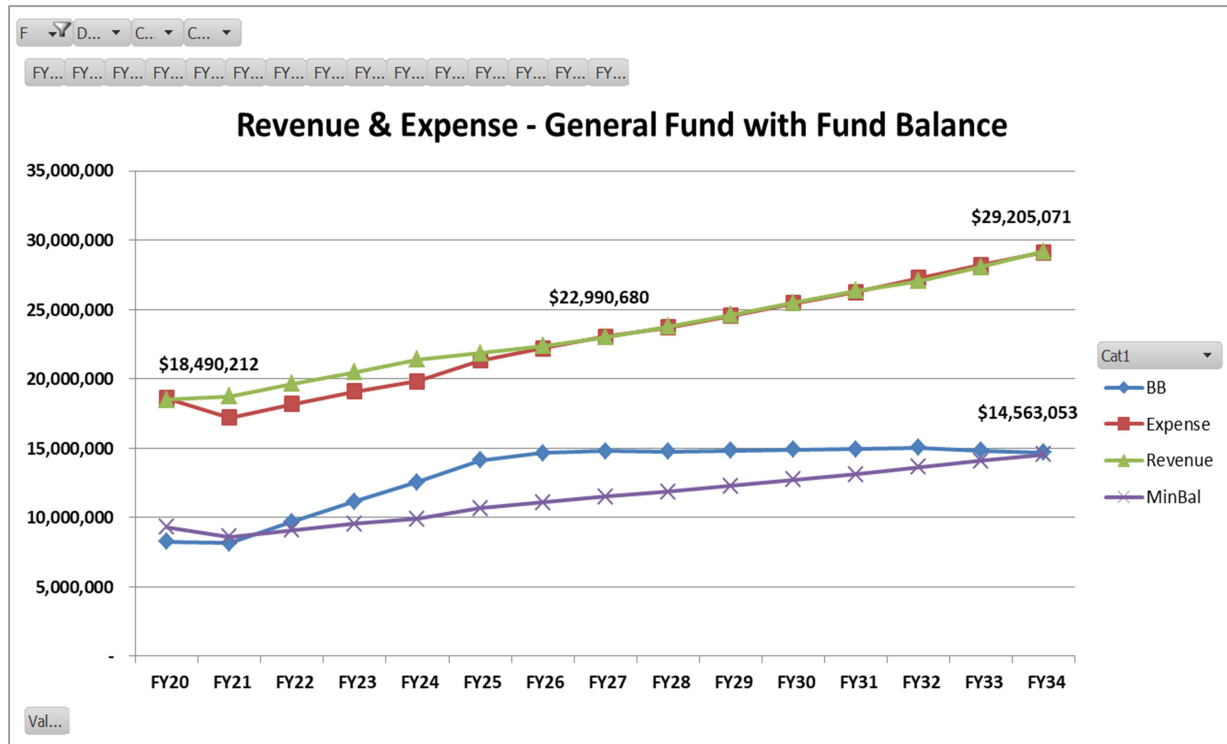
**Table #6**



As part of the budget planning process, Wasco County projects out 15 years. The reason is analyze trends to see at what point expenses exceed revenues. At this point for the General Fund Wasco County is on a very positive path. Revenues and expense are projected to meet in FY26 but remain very close – like twisted wire – on out to FY34. The graph also shows the fund balance progress for projected fund balance vs the targeted minimum fund balance. This too is favorable with the minimum fund balance not meeting the projected fund balance until FY34. This graph is below. The only problem is unknown factors that could not be planned for beforehand. We do have this situation as the COVID-19 came up after the projections and most of the budget has been built. It is still too early to have an accurate idea of the impact COVID-19 will have on the revenues, but there will be something. Wasco is in a good position as for years FY21-FY25 as revenues are projected to exceed expenses. Combine that with the fund balances and the County is in a good place. One of the driving costs in the past has been the PERS contribution increase every 2<sup>nd</sup> year. This has been slowed by the creation of a PERS Side Account.

# WASCO COUNTY FISCAL YEAR 2021 BUDGET MESSAGE

Table #7



## STAFF CHANGES

**Administration** – Administration includes the Facilities Department and the Facilities Manager retired in FY20. This position was redefined as the Director of Administrative Services and covers additional duties. In FY20 this caused an increase in payroll due to overlap time.

**Elected Officials** – The elected officials will be moving on the pay matrix to the next step based on the recommendation from the Compensation Committee.

**Planning** – The Department has a long-term employee retire which had some succession planning in place which results in a decrease for FY21. However, Planning has a Budget Expansion request to bring a part-time temporary position to prepare old physical files for scanning.

**Sheriff's Office** – In FY20, an additional Deputy was added to the budget. This position has not been filled yet but is expected to be in FY21.

**Building Codes** – In FY20, Building Codes was added as a new department with eight (8) budgeted positions. This was determined to be overstated and the department is staffed with six (6) budgeted position in the FY21 budget. The extra two positions were never filled.

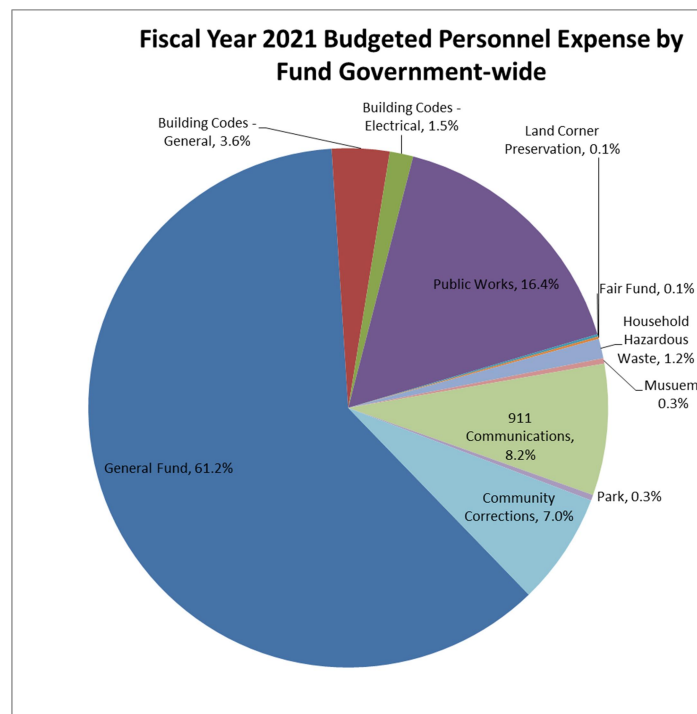
# WASCO COUNTY FISCAL YEAR 2021 BUDGET MESSAGE

For personnel, when the cost of setting the PER Side Account is removed from being a factor, the budgeted personnel costs have increases \$86,165 or 0.7% entity-wide for FY21. This is due to retirements, succession planning and elimination of overstated positions. If the impact of the Building Codes excess positions is removed, then personnel would have an increase of \$264,383 or 2.1% entity-wide. See the tables #8 & 9 below for a fund by fund breakdown.

**Table #8**

Fund	2020 Revised Budget	2021 Proposed	Change \$	Change %
101 - General Fund	7,602,074	7,671,762	69,688	0.9%
150 - Building Codes - General	594,637	448,828	(145,809)	-24.5%
160 - Building Codes - Electrical	215,906	183,497	(32,409)	-15.0%
202 - Public Works	1,994,060	2,055,520	61,460	3.1%
203 - Fair Fund	19,171	18,766	(405)	-2.1%
205 - Land Corner Preservation	19,013	18,298	(715)	-3.8%
207 - Household Hazardous Waste	166,007	152,362	(13,645)	-8.2%
211 - Musuem	42,773	42,392	(381)	-0.9%
220 - 911 Communications	890,232	1,024,997	134,765	15.1%
223 - Park	44,734	43,788	(946)	-2.1%
227 - Community Corrections	860,560	875,122	14,562	1.7%
<b>Governmentwide Total</b>	<b>12,449,167</b>	<b>12,535,332</b>	<b>86,165</b>	<b>0.7%</b>

**Table #9**



# WASCO COUNTY FISCAL YEAR 2021 BUDGET MESSAGE

## TRANSFERS

The following transfers between funds have been budgeted to serve one of two purposes: 1) supporting operations, or 2) supporting reserve commitments.

**Table #10**

From Fund	To Fund	Amount	Reason
General Fund	911 Communications	193,145	Operations
General Fund	Capital Acquisitions	800,000	Fund reserves for future expenditures
General Fund	Facilities Capital Reserve	800,000	Fund reserves for future expenditures
General Fund	General Operating Reserve	800,000	Fund reserves for future expenditures
General Fund	Fair	29,000	Operations - Insurance
General Fund	Museum	17,500	Operations
Special Economic Development	General Fund	400,000	Maintain current support of economic development
Special Economic Development	Museum	5,000	Maintain current support of economic development
Building Codes - General	Building Codes - Electrical	200,000	Possible adjustments - Not expected to use
Building Codes - Electrical	Building Codes - General	200,000	Possible adjustments - Not expected to use
911 Communications	General Operating Reserve	43,333	Repayment for equipment purchased
911 Communications	911 Equipment	30,000	Fund future equipment purchases
Forest Health Program	General Fund	162,426	Reimburse for search and rescue on Federal land
CDBG Fund	Facilities Capital Reserve	602,000	Close out the CDBG fund to reserve fund
Total Transfers Budgeted		<u>4,282,404</u>	

Most of the transfers are part of the normal course of business, but a few warrant additional attention. The CDBG Fund has completed the project and the balances will be closed out to the Facilities Capital Reserve which made the loan to the Center For Living to fund the creation of the building. This will simplify the tracking going forward.

The Building Codes funds have transfers between the funds. These are not planned to be used, but are in place if a change needs to be made after FY20 ends due to fund balances. The funds will be receiving a distribution from the remaining balance after MCCOG closed down. If there is a need to adjust this allocation after FY20 is closed, this will provide the tool to do so.

The Forest Health Program transfer is only used if there is a search and rescue operation on Federal land. This would be to reimburse expenses incurred by the General Fund in the event of a qualifying search and rescue operation.

The 911 Communication fund receives an operation transfer from the General Fund that is Wasco County's share of operation costs. Then the fund transfers out for a repayment of the consoles purchased with an annual payment and then will put funds into the 911 Equipment fund for future equipment needs.

The transfers from the Special Economic Development are in support of operations. These are from the first and second Enterprise Zone Abatements and are used to support the cost of economic development in the General Fund. This includes supporting the Planning Department, Museum, Fair and

# WASCO COUNTY FISCAL YEAR 2021 BUDGET MESSAGE

the supporting infrastructure of administering the County. The funds are not tracked at a detailed level after transferred in and are treated as general revenues of the General Fund. The second smaller transfer is to support economic development of the Museum directly.

The remaining transfers from the General Fund are to fund reserves for future expenditures and support the operations of the Fair and Museum. These are normal operating transfers for the County.

## CAPITAL OUTLAY

Table #11 below summarizes the budgeted amounts for capital outlay. Amounts are based on possible expenditures for both Capital Projects and Equipment purchases. In some instances, the estimate is still early in the process and could move or be deleted depending on need, bandwidth and changing priorities. Additionally, funds where the purpose shows as "Reserved" indicates the amount is budgeted but there are no specific projects identified for this Reserve Fund. Total capital outlay budgeted government-wide is \$14,879,582.

**Table #11**

Fund	Purpose	Amount
General Fund	Software connection for GIS, Assessing & Planning	90,000
General Fund	Annex A sewer work & Courthouse stair repair	750,000
General Fund	Vehicle Purchase	136,000
General Fund	Equipment - VOCA grant & General	14,842
Building Codes - General	Building Remodel - "Leasehold improvement"	600,000
Public Works	Three (3) Dump Trucks	495,000
Forest Health Program	Reserved for any equipment necessary	50,000
Household Hazardous Waste	Shed Roof	50,000
Park	Replace tractor	30,000
Clerk Records	Plat Cabinet	4,800
Road Reserve	Reserve for operations and equipment	4,000,000
Capital Acquisitions Fund	Assessing Software	500,000
Capital Acquisitions Fund	Finance Software	500,000
Capital Acquisitions Fund	Building Improvements	2,500,000
Capital Acquisitions Fund	Capital Equipment Reserve	1,271,646
911 Reserve	Equipment Reserve	60,000
Facility Capital Reserve	Reserve	3,827,294
<b>Total Capital Outlay Budgeted</b>		<b><u>14,879,582</u></b>

## PERSONNEL

Personnel costs are significant for the County. Government-wide Personnel costs are 37% of the operations budget. When the full budget is considered – Personnel, Materials & Services, Capital Outlay, Transfers, Contingency, and Unappropriated – Personnel costs are 18.0% of the entire government-wide requirements budget. This is slightly up from the percentage in FY20 if the impact of the PERS Side

# WASCO COUNTY FISCAL YEAR 2021 BUDGET MESSAGE

Account is removed (17.9% of total budget). This is a result of holding expenditure budgets in line with revenues as the budget is created.

## PERS

PERS rates are set every two years. The current PERS rates increased on June 30<sup>th</sup>, 2019 – so the next increase will be June 30<sup>th</sup>, 2021. In FY20, the PERS Side Account was set up and this resulted in a rate credit of 4.3% in FY20 and FY21. The rate credit is recalculated every two years as the amount is amortized over a twenty (20) year period. Table #12 below summarizes the rate history. The table shows the impact of the rate credit in regards to the percentage increase.

**Table #12**

Rate Type	FY20 & FY21	FY18 & FY19	FY16 & FY17	FY14 & FY15	FY12- & FY13	FY10 & FY11
<b>Tier 1/2</b>	<b>25.18%</b>	<b>19.80%</b>	<b>15.87%</b>	<b>12.64%</b>	<b>12.81%</b>	<b>8.65%</b>
Rate Credit	-4.30%					
<b>Net Rate</b>	<b>20.88%</b>	<b>19.80%</b>	<b>15.87%</b>	<b>12.64%</b>	<b>12.81%</b>	<b>8.65%</b>
<i>Increase before credit</i>	<i>27.17%</i>	<i>24.76%</i>	<i>25.55%</i>	<i>-1.33%</i>	<i>48.09%</i>	
<i>Increase after credit</i>	<i>5.45%</i>	<i>24.76%</i>	<i>25.55%</i>	<i>-1.33%</i>	<i>48.09%</i>	
<b>OPSRP - General</b>	<b>17.20%</b>	<b>11.52%</b>	<b>8.86%</b>	<b>9.80%</b>	<b>9.50%</b>	<b>7.34%</b>
Rate Credit	-4.30%					
<b>Net Rate</b>	<b>12.90%</b>	<b>11.52%</b>	<b>8.86%</b>	<b>9.80%</b>	<b>9.50%</b>	<b>7.34%</b>
<i>Increase before credit</i>	<i>49.31%</i>	<i>30.02%</i>	<i>-9.59%</i>	<i>3.16%</i>	<i>29.43%</i>	
<i>Increase after credit</i>	<i>11.98%</i>	<i>30.02%</i>	<i>-9.59%</i>	<i>3.16%</i>	<i>29.43%</i>	
<b>OPSRP - Police &amp; Fire</b>	<b>21.93%</b>	<b>16.29%</b>	<b>12.97%</b>	<b>12.53%</b>	<b>12.21%</b>	<b>10.05%</b>
Rate Credit	-4.30%					
<b>Net Rate</b>	<b>17.63%</b>	<b>16.29%</b>	<b>12.97%</b>	<b>12.53%</b>	<b>12.21%</b>	<b>10.05%</b>
<i>Increase before credit</i>	<i>34.62%</i>	<i>25.60%</i>	<i>3.51%</i>	<i>2.62%</i>	<i>21.49%</i>	
<i>Increase after credit</i>	<i>8.23%</i>	<i>25.60%</i>	<i>3.51%</i>	<i>2.62%</i>	<i>21.49%</i>	
Represented - IAP	+6%	+6%	+6%	+6%	+6%	+6%

It is important to note, raising the rate from 11.52% to 17.20% (OPSRP – General) appears to only be a 5.68% increase. However, the FY20-21 rate is actually an increase of 49.31% over the prior rate. The impact of the PERS Side Account decreased the net rate change to +1.38% which is an increase of 11.98% over the FY18-19 rates. The PERS Side Account rate credit is doing a significant effort at mitigating the PERS rate increases.

The 6% contribution to the IAP is over and above the required percentage and is paid by the County for represented employees as a part of the collective bargaining agreement.

## Insurance

The health insurance rate is expected to increase by 8% on January 1<sup>st</sup>, 2021 based on historical trends. This has been included in the proposed budgeted personnel expenses.



# WASCO COUNTY FISCAL YEAR 2021 BUDGET MESSAGE

## 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.

### **Facilities Capital Reserve – unrestricted**

The purpose of this reserve is to save for facility capital improvements and/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 and/or effectiveness of county operations. Examples of projects may include building remodels, replacement of plumbing or electrical systems, construction of a new building or even purchase of major software systems supporting County functions.

### **Capital Acquisition – unrestricted**

This reserve fund 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 funds available to acquire and/or develop real property or other capital assets needed for the operation of the County.

### **Operating Reserve Fund – unrestricted**

This fund is created to offset future operating shortfalls as part of long term forecasting. It can be used to smooth out funding shortfalls that may occur, or used proactively as in this fiscal budget, to decrease future costs. This example is the PERS Side Accounts being paid out of this fund.

### **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. It 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. The focus is large, nonrecurring expenditures not able to be covered by normal fiscal year operations. This fund was used in FY20 as the primary funding source for the PERS Side Account.

### **911 Equipment Reserve Fund – restricted**

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

Reserves will increase in FY21. This is making contributions and interest earnings. Interest earnings growth may be limited by declining interest rates. The 911 Equipment Reserve should grow by \$30,000. Overall, all the reserve funds are in a strong budget position.

## Budget Expansion Requests – Fiscal Cost Summary

### Request #1 – Planning Department – Temporary staffing to sort and prepare records for scanning

Anticipated to be a two year project – Cost ends with project

#### Justification

See the attached request from the Department.

#### Fiscal impact

A part-time office assistant – 0.5 FTE at Salary Grade “F” step 1 – will cost \$21,792 per year. See the cost breakdown below:

Grade F - Step 1 - 0.5 FTE	\$ 1,419	Monthly
PERS	281	Using Tier 1/2 rate
FICA	109	
Fringes	7	
Montly Total	1,816	
<b>Annual Total Cost</b>	<b>\$21,792</b>	<b>per year</b>

Any step increases past Step 1 would cost an additional 3.2% (\$697 to move to step 2.) It is anticipated the position is hired with an experienced employee who has recently retired.

To accommodate this in the budget – if approved – the budget would decrease the funds to Contingency and increase the Personnel budgeted in the General Fund – Planning Department.

The project is anticipated to take two years. The position would not continue past the end of the project.



## Budget Expansion Request FY 20/21

To: Mike Middleton, Finance Director  
Tyler Stone, Administrative Officer  
Steve Kramer, County Commissioner

From: Angie Brewer, Planning Director

Date: Revised March 18, 2020

Subject: Resources to sort, digitize and digitally archive all land use records

---

### Request:

- (1) Part-time Office Assistant (0.5 FTE at Salary Scale Grade "F")
- (2) Contract with third party scanning company to digitize records efficiently

### Duration:

Request is for FY 20/21; progress and project needs will be reevaluated for FY 21/22. Based on feedback from Deschutes and Crook County Planning Departments who recently underwent the same process, this project will likely take two years.

### Needs:

- (1) The Planning Department does not have a digital archive of its required records;
- (2) The Planning Department is not prepared to participate in the Magic Button geo-referenced inventory without developing a digital archive; and
- (3) Efficient research tool; the Planning Department lost two key staff with a collective 54 years of service over the course of the last twelve months. As result, we need a better tool to conduct accurate research, efficiently. There is no more "asking Dawn" or "asking Brenda".

Hard copies of all land use decisions and other binding program materials have been retained in-house, stored in the loft space of the Public Works Department and every available space on the main floor of the department. We are nearing one million pages of paper – and need to evaluate the situation.

Our shared computer drive contains *partial electronic records* of current cases, but is not an archival tool and is not backed up by Information Services for anything other than short-term disaster recovery needs. As well, the Magic Button project does not replace the Planning

Department's obligations to digitize its own records in a comprehensive manner. This was new information for me in mid-January of 2019. Had I better understood these circumstances, I would have prioritized staff efforts differently over the last three years.

Since 2018, the Planning Department has been working through a migration from Eden to Accela database platforms. Data migration is mostly complete, but code compliance files are still waiting for transfer. This is beyond the control of the Planning Department.

Unfortunately, the prior database in Eden was never maintained as an archival tool, and did not contain complete case records. This department has relied on paper copies to meet state archival requirements. Application materials and the final land use decision documents are captured in Accela, dating back the early 2000's. Land use decisions issued before 1998 are not logged accurately in any system because the property identification numbering system implemented by the Assessor changed in 1997 – disconnecting 27+ years of land use decisions from the current parcel map.

The amount of time it takes current staff to prepare comprehensive parcel research is not effective. It costs the applicant entering our permitting process, and it costs the county in staff time not recouped by permit fees<sup>1</sup>.

**Unique Staffing Opportunity:**

With Brenda Coleman's recent retirement, there is a unique opportunity to bring her back as a part-time employee that is uniquely qualified to make significant progress on this need. Current staffing capacity levels could not tackle this need in a reasonable amount of time. With her years of experience in exactly this information, she requires very little oversight or management. A new employee in this role would require extensive training and oversight.

Brenda would be tasked with preparing the files – beginning with the 1998 and older cases. Once completed, she would then work from 2019 backwards. Planners will work forwards with 2020 and all new cases.

File preparation includes the following steps:

- Confirming the current parcel identification numbers
- Confirming other identification information important for future research tools (zoning, owner information, permit types, etc.)
- Pulling any confidential materials into a separate folder to be scanned separately
- Purging any redundant or unnecessary materials
- Sorting the file materials into a specific order (e.g. permit on top for efficient research)
- Boxing sorted materials in a manner that can be shipped out for efficient scanning

If she has time after this task, she will upload each record into Accela and attach it to the parcel. Once this is complete, it is available for public viewing and can be connected to the Magic Button tool (for future connections the web based parcel map).

---

<sup>1</sup> Permit fees cover approximately 25% of staff time necessary to process them. Fee schedule updates and opportunities to streamline rules and permitting procedures are currently being evaluated.

**Scanning needs:**

Staff has identified there are at least 1,965,000 scans that will need to be completed as a result of this task<sup>2</sup> The District Attorney's Office uses a local service for part-time assistance, but it has been a long-term commitment of funds at a low rate. To ensure a predictable timeline, we are recommending an offsite scanning service. Quotes have been requested from Scanning America, Inc.<sup>3</sup>, RipCord<sup>4</sup>, Naegeli<sup>5</sup>, and Iron Mountain<sup>6</sup>. It is presumed that the scanning work would be most cost effective and timely to ship out to an third party but the cost difference is not yet clear.

By comparison, Crook County and Deschutes County both opted to retain a dedicated half-time office assistant that did nothing but scanning and a dedicated half time consultant on site for Acella tool coordination, as well as uploading and attaching for two years. They've shared that their two-year costs were approximately \$75,000.

**Funding Source:** With the planned retirement of one Planning Coordinator and the vacant seat of the Assistant Planner – there are significant salary savings this year that could be carried forward. The Office Assistant position is compensated at a lesser rate, and at half-time it would be covered by current salary savings.

---

<sup>2</sup> There are approximately 2,500 sheets per banker box and 1.5 to 2 boxes per filing cabinet drawer depending on the cabinet. Staff counted 321 boxes at the 1.5 box/drawer rate and 393 boxes at the 2 box/ drawer rate. This equates to 982,500 sheets of papers. Scanning both sides of each document results in 1,965,000 scans. This does not include materials currently housed on the P-drive that have not been printed and added to paper files (e.g. substantive email correspondence that is part of an official record). Given this information, this is the minimum number of scans necessary to complete a digital archiving effort.

<sup>3</sup> <https://www.scanningamerica.com/>

<sup>4</sup> <https://www.ripcord.com/>

<sup>5</sup> <https://www.naegeliusa.com/>

<sup>6</sup> <https://www.ironmountain.com/>

## **Budget Expansion Requests – Fiscal Cost Summary**

### **Request #2 – Planning Department – Contracting for scanning services**

**Cost is one-time and not ongoing**

#### **Justification**

See the attached request from the Department.

#### **Fiscal impact**

This request is dependent on Request #1 – if Request #1 is not approved this request is will not be appropriate for fiscal year 2021.

When the Budget Expansion was first put forward, a “place-holder” value of \$30,000 was assumed to be a reasonable estimate. This was apparently too optimistic. An estimate from a contractor company would require more details to make a bid, but it could “easily exceed \$200,000”. See excerpt from the vendor below:

*Is it correct to assume that you would have to go out to bid for a scanning project of close to 2 million images and that you are just looking for estimated pricing? A project of this size would easily exceed \$200,000.00.*

*In order to issue formal pricing for a project of this size, we would have to collect a lot more information about the documents, discussing indexing and things of that nature.*

*I can tell you that from experience, and we’ve been at this for 30 years, that a project like this would likely end up being in the \$0.10 to \$0.13 per image price range, all-in. That would including: document prep, scanning, QA, some level of indexing at the folder level, PDF creation, OCR to make PDF files searchable and final delivery on encrypted hard drive.*

Based on Department estimates, there are 1,9650,000 items to be scanned. This puts the estimate from \$196,500 to \$255,450. The conservative approach is to request an expansion of \$255,450 for this request. The recommended change to the budget – if this request is approved – is an increase in the General Fund - Planning Department Materials & Services with an offsetting decrease to the General Fund Contingency. This project would be spread over two fiscal years.



## Budget Expansion Request FY 20/21

To: Mike Middleton, Finance Director  
Tyler Stone, Administrative Officer  
Steve Kramer, County Commissioner

From: Angie Brewer, Planning Director

Date: Revised March 18, 2020

Subject: Resources to sort, digitize and digitally archive all land use records

---

### Request:

- (1) Part-time Office Assistant (0.5 FTE at Salary Scale Grade "F")
- (2) Contract with third party scanning company to digitize records efficiently

### Duration:

Request is for FY 20/21; progress and project needs will be reevaluated for FY 21/22. Based on feedback from Deschutes and Crook County Planning Departments who recently underwent the same process, this project will likely take two years.

### Needs:

- (1) The Planning Department does not have a digital archive of its required records;
- (2) The Planning Department is not prepared to participate in the Magic Button geo-referenced inventory without developing a digital archive; and
- (3) Efficient research tool; the Planning Department lost two key staff with a collective 54 years of service over the course of the last twelve months. As result, we need a better tool to conduct accurate research, efficiently. There is no more "asking Dawn" or "asking Brenda".

Hard copies of all land use decisions and other binding program materials have been retained in-house, stored in the loft space of the Public Works Department and every available space on the main floor of the department. We are nearing one million pages of paper – and need to evaluate the situation.

Our shared computer drive contains *partial electronic records* of current cases, but is not an archival tool and is not backed up by Information Services for anything other than short-term disaster recovery needs. As well, the Magic Button project does not replace the Planning

Department's obligations to digitize its own records in a comprehensive manner. This was new information for me in mid-January of 2019. Had I better understood these circumstances, I would have prioritized staff efforts differently over the last three years.

Since 2018, the Planning Department has been working through a migration from Eden to Accela database platforms. Data migration is mostly complete, but code compliance files are still waiting for transfer. This is beyond the control of the Planning Department.

Unfortunately, the prior database in Eden was never maintained as an archival tool, and did not contain complete case records. This department has relied on paper copies to meet state archival requirements. Application materials and the final land use decision documents are captured in Accela, dating back the early 2000's. Land use decisions issued before 1998 are not logged accurately in any system because the property identification numbering system implemented by the Assessor changed in 1997 – disconnecting 27+ years of land use decisions from the current parcel map.

The amount of time it takes current staff to prepare comprehensive parcel research is not effective. It costs the applicant entering our permitting process, and it costs the county in staff time not recouped by permit fees<sup>1</sup>.

**Unique Staffing Opportunity:**

With Brenda Coleman's recent retirement, there is a unique opportunity to bring her back as a part-time employee that is uniquely qualified to make significant progress on this need. Current staffing capacity levels could not tackle this need in a reasonable amount of time. With her years of experience in exactly this information, she requires very little oversight or management. A new employee in this role would require extensive training and oversight.

Brenda would be tasked with preparing the files – beginning with the 1998 and older cases. Once completed, she would then work from 2019 backwards. Planners will work forwards with 2020 and all new cases.

File preparation includes the following steps:

- Confirming the current parcel identification numbers
- Confirming other identification information important for future research tools (zoning, owner information, permit types, etc.)
- Pulling any confidential materials into a separate folder to be scanned separately
- Purging any redundant or unnecessary materials
- Sorting the file materials into a specific order (e.g. permit on top for efficient research)
- Boxing sorted materials in a manner that can be shipped out for efficient scanning

If she has time after this task, she will upload each record into Accela and attach it to the parcel. Once this is complete, it is available for public viewing and can be connected to the Magic Button tool (for future connections the web based parcel map).

---

<sup>1</sup> Permit fees cover approximately 25% of staff time necessary to process them. Fee schedule updates and opportunities to streamline rules and permitting procedures are currently being evaluated.



**Scanning needs:**

Staff has identified there are at least 1,965,000 scans that will need to be completed as a result of this task<sup>2</sup> The District Attorney's Office uses a local service for part-time assistance, but it has been a long-term commitment of funds at a low rate. To ensure a predictable timeline, we are recommending an offsite scanning service. Quotes have been requested from Scanning America, Inc.<sup>3</sup>, RipCord<sup>4</sup>, Naegeli<sup>5</sup>, and Iron Mountain<sup>6</sup>. It is presumed that the scanning work would be most cost effective and timely to ship out to an third party but the cost difference is not yet clear.

By comparison, Crook County and Deschutes County both opted to retain a dedicated half-time office assistant that did nothing but scanning and a dedicated half time consultant on site for Acella tool coordination, as well as uploading and attaching for two years. They've shared that their two-year costs were approximately \$75,000.

**Funding Source:** With the planned retirement of one Planning Coordinator and the vacant seat of the Assistant Planner – there are significant salary savings this year that could be carried forward. The Office Assistant position is compensated at a lesser rate, and at half-time it would be covered by current salary savings.

---

<sup>2</sup> There are approximately 2,500 sheets per banker box and 1.5 to 2 boxes per filing cabinet drawer depending on the cabinet. Staff counted 321 boxes at the 1.5 box/drawer rate and 393 boxes at the 2 box/ drawer rate. This equates to 982,500 sheets of papers. Scanning both sides of each document results in 1,965,000 scans. This does not include materials currently housed on the P-drive that have not been printed and added to paper files (e.g. substantive email correspondence that is part of an official record). Given this information, this is the minimum number of scans necessary to complete a digital archiving effort.

<sup>3</sup> <https://www.scanningamerica.com/>

<sup>4</sup> <https://www.ripcord.com/>

<sup>5</sup> <https://www.naegeliusa.com/>

<sup>6</sup> <https://www.ironmountain.com/>

## **Budget Expansion Requests – Fiscal Cost Summary**

### **Request #3 – Finance Department – PERS Side Account**

**Cost is one-time and not ongoing**

#### **Fiscal impact**

To set the plan up, an actuarial study will have to be done. This will be \$1,000 and could be paid out in the current fiscal year. The later the study is done, the later the Side Account can be set up.

This would be a decrease to the fund balances for all the funds – except General Fund. General Fund currently has \$2,400,000 in the FY21 Proposed Budget to be moved to Reserve Funds. This would all be transferred to the Operating Reserve Fund instead and the full amount of the General Fund share paid out of this fund. This would lower the fund balance in this fund by \$600,000.

The projected Beginning Fund Balance for the Reserve Operations Fund is \$5,160,883 and is fully able to absorb the cost. This will generate \$5,156,250 in benefit for the covered wages over the amortization period.

The Road Reserve Fund will have a projected Beginning Fund Balance of \$5,278,157 and is fully able to absorb the cost. This will generate \$1,377,000 in benefit for the covered wages in the Public Works Fund over the 20 year amortization period.

Building Codes General will have a Beginning Fund Balance of \$3,468,549 and is fully able to absorb the cost. This is allowable for this fund as this is in proportion to the payroll of the Funds/Departments and is specifically to decrease payroll costs for the Building Codes General staff. This will generate \$41,250 in benefit for the covered wages in the Building Codes - General Fund over the 20 year amortization period.

Building Codes Electrical will have a Beginning Fund Balance of \$790,162 and is fully able to absorb the cost. This is allowable for this fund as this is in proportion to the payroll of the Funds/Departments and is specifically to decrease payroll costs for the Building Codes General staff. This will generate \$25,800 in benefit for the covered wages in the Building Codes - Electrical Fund over the 20 year amortization period.

The projected benefit should be a 3.97% rate credit on the PERS rates paid by the County. The projection tool projects the expected rate credit while the actuarial study calculates it. This is the same projected rate credit as the last Side Account – the actuarial rate study should be similar also. The \$3.84M investment is projected to provide \$6.6M in reduced PERS costs over the next 20 years.



From: Mike Middleton  
Finance Director, Wasco County  
To: Wasco County Budget Committee  
Re: Budget Expansion – PERS Side Account

**Request:**

Fund an additional PERS Side Account to offset PERS costs in future periods.

**Duration:**

The funding would be a one-time expense and the benefits would amortize over a twenty (20) year period.

**Purpose:**

This would be a second PERS Side Account set up to match the account already set up on FY20. The purpose is to lower the net Unfunded Actuarial Liability (UAL) which results in a PERS rate credit. This has a better benefit than holding the funds in Wasco County's accounts and just investing. PERS has more staff examining the investing market and different rules regarding allowable investments.

The current LGIP rate is 2.08% and falling. As the returns fall, less will be earned. This unprecedented economic upheaval currently going on will end. It may seem counter-intuitive, but with the market down, this is the time to invest – as long as the investor has the staff, skills and ability to do due diligence and make smart investments. PERS currently is targeting 7.25% but this may decrease.

Wasco does not have the staff, skills, time and permissible investment regulations to allow us to compete with the return earned by the PERS investment.

The investment at this time is possible due to fund balances. The funds are available in the fund balances. The current Side Account was set up for \$3,840,000 across four (4) funds. This earned a 4.3% rate credit which will result in a savings of \$286K in FY20. This current account will generate \$6.6M toward PERS costs over the 20 year amortization.

The request is for an account of the same size to be set up in the next fiscal year. This would be broken out the same way as in the prior Side Account \$3,840,000

(\$3,000,000 from the General Fund; \$801,000 from Public Works Reserve; \$24,000 from Building Code – General; and \$15,000 from Building Codes – Electrical).

**Funding Plan:**

This would be a decrease to the fund balances for all the funds – except General Fund. General Fund currently has \$2,400,000 in the FY21 Proposed Budget to be moved to Reserve Funds. This would all be transferred to the Operating Reserve Fund instead and the full amount of the General Fund share paid out of this fund. This would lower the fund balance in this fund by \$600,000. The projected Beginning Fund Balance for the Reserve Operations Fund is \$5,160,883.

To set the plan up, an actuarial study will have to be done. This will be \$1,000 and could be paid out in the current fiscal year. The later the study is done, the later the Side Account can be set up.

## **Budget Expansion Requests – Fiscal Cost Summary**

### **Request #4 – River trail**

**Cost is one-time and not ongoing**

#### **Justification**

See the attached request.

#### **Fiscal impact**

\$50,000 in one-time costs. This is an appropriate expense to use the Special Economic Development Fund for. The difficulty here is Wasco County has pledged \$1.75 million to Columbia Gorge Community College to use as matching funds for a grant. The fund does not have the fund balance to meet this request yet, but the target was to have the funds in three years. The fund is ahead on this schedule so the use of the funds will not impede Wasco County from keeping the pledge to CCGC.



From: Mike Middleton  
Finance Director, Wasco County  
To: Wasco County Budget Committee  
Re: Budget Expansion – River Trail

**Request:**

Fund \$50,000 to the Riverfront Trail non-profit to assist with necessary repairs. This is being run through either The Dalles or the North Wasco Park and Recreation District. This was not decided as of the time this request was submitted.

**Duration:**

One-time funding.

**Purpose:**

The River Trail is in need of an estimated \$300,000 in repairs. The River Front Trail Board has been raising funds for maintenance but it is insufficient to meet the needs of the repairs. The organization raises approximately \$16,000 per year. The funds would be put with the funds utilized by other sponsoring organizations to perform the needed repairs.

**Justification:**

The River Trail is not owned by any one organization. The benefit is to the whole community. This would be an appropriate use of the Enterprise Zone funds. See the attached “Riverfront Trail Repair and Maintenance Efforts and Current Needs” white paper attached to this request.

## **Riverfront Trail Repair and Maintenance Efforts and Current Needs**

June 2019

### **Riverfront Trail Construction; a Brief History**

The Riverfront Master Plan was completed in 1989. An advisory committee totaling about 20 people was immediately formed following the completion of the Master Plan. This initial committee was ad hoc, began meeting monthly, and consisted of most of the landowners and major interested parties along the river as well as private citizens. The Dalles Riverfront Trail, Inc. was formed in 1994 and replaced the ad hoc committee and continued to meet monthly ever since. The Master Plan suggested that the trail, a major component of the plan, would take about five years to complete. It has now been 30 years with about 1.5 miles of the planned 10 miles total still to complete. The first section of trail was built in 1993.

#### **Construction history and Costs:**

1993 – Railroad tracks to Taylor Lakes Section (0.7 miles). \$156,000

1994 – Taylor Lakes bridge. \$67,000

1995 – Discovery Center to Railroad tracks section (0.6 miles). \$132,000

1996 – Marina to Union Street section (0.6 miles). \$461,000

1997 – Engineering for remainder of trail. \$100,000

2000 – Army Corps of Engineers section (Dam area). \$50,000

2001 – Railroad Underpass. \$1,100,000

2006 – Riverfront park to Lone Pine section. \$ ? Much of it was done as a practice project for the Army Corps of Engineers construction group.

2003 – Port Area section. \$\*. (Land Area Donation value \$500,000)

2005 – Kiwanis Park to Chenoweth Bridge section. \$\*

2006 – Mt. Fir section. \$\*

2007 – PUD section. \$\*

2008 – ODFW to PUD section. \$\*

2012 – Bargeway to Union Street section. \$\*

\*The individual totals for these projects are indeterminate but total approx. \$2,500,000.

The total construction cost since 1993 is well over \$5,000,000.

### **Local Fundraising for Riverfront Trail Repair and Maintenance 2010 – 2018**

The Dalles Riverfront Trail, Inc. (TDRfT) a non-profit corporation, carried out five local fundraising efforts for Trail repair projects since 2010, and we are in the process of putting together a sixth one this summer (2019).

During that time we've raised \$52,600 from local individuals, businesses, and, one major contractor/corporation - Whiting-Turner/Google (\$18,750).

In addition, our fundraising has been augmented by additional funding, materials, labor, equipment and staff support from the Parks and Recreation District (P&RD), our super volunteer and donor Dave (& Juanita) Neitling, the City of The Dalles, Meadow Outdoor Advertising, and major in-kind discounts from Crestline Construction and Tenneson Engineering.

We've spent \$72,450 of Riverfront Trail funds raised for Trail repair and maintenance projects and set aside \$3,000 of the \$10,000 needed for a 30-year Trail Repair Reserve Study. This would essentially be a 30-year plan that forecasts our annual trail repair and maintenance costs (2020 - 2050) and the identification, prioritization and timing of the individual trail repair and maintenance needed on an annual basis.

So, the above numbers show that the TDRfT has been providing roughly two of every three dollars in funding of trail repair and maintenance projects to date. This does not take into account the likely labor and materials contribution of Dave Neitling and his asphalt crack sealing work over the past nine years. It is estimated that total is over \$25,000 with P&RD supplying some of the crack sealing material as well - amount/Cost unknown at this point.

Of the 12 Trail repair projects we've identified since 2010 (excluding the Reserve Study), we've completed repairs (or there is on-going work - i.e crack sealing) on 10 of those projects. In addition, one of those projects is no longer considered in need of repair, the Taylor Lake dike passage. The Parks and Recreation District's temporary fix has been holding up for eight years now. One project is likely to be taken care of with just the addition of signage, rolled curb being changed to regular curbing by the Fish & Wildlife shop. The last of those projects, crack repair, has been worked on for the past nine years by David Neitling and the P&RD as noted above.

Also, for the past two years we have funded a Wasco County Youth Authority Summer Community Service work crew to do Trail maintenance work under the guidance of the Parks and Recreation District.

### **Proposed for 2019**

**Discovery Center to RR Underpass Trail Repair Project.** This project consists of sub-base, fill, retaining wall, asphaltting and seal coat work for a distance of 2,600 feet. The latest cost estimate for this work was provided in May by Tenneson Engineering totaling \$110,184. We are proposing to have Crestline Construction do the construction work, Tenneson Engineering do the engineering and construction oversight work, and SealKote do the Seal Coat work - all local companies. We have raised and set aside from our 2018 fundraiser \$9,500 for this project. We also have a pledge of an \$8,200 discount on Tenneson Engineering's overall \$16,400 estimated charge for their work. So, we are currently \$86,000 short of funding this overall project. We are currently putting together a 2019 summer fundraising effort which we anticipate could raise an additional \$10,000 - \$15,000

Given our shortage in funding, we asked Tenneson to break down this project into four segments, with the idea of funding and carrying out these parts one at a time. The highest priority piece that Tenneson recommended we do first has an estimated price tag of \$29,100.



With a 2019 community fundraising effort of \$10,000, we will still be short of the amount to do the first phase project by about \$7,000.

**Summer 2019 Trail Maintenance - Wasco County Youth Authority Community Service Work Crew.**

We are proposing, for the third year in a row to provide funding for a Community Service Work Crew to do trail maintenance work on the Riverfront Park section of the Trail. This would be under the guidance of the P&RD. The TDRfT is planning to contribute \$3,750 for this work (if we can raise sufficient funds), the same amount that was spent last year for the crew.

**Slurry Seal Maintenance Estimate.**

Two estimates have been determined to seal coat the entire 8.5 miles of trail and average approximately \$100,000. As with most estimates at the preliminary engineering stage, a contingency of 20 percent should be added.

**Some Other Trail Sections Needing Repair in the Near Future include:**

1. Google tank section of the trail; the trail in the section is not on solid ground and seems to be sinking. This could be costly as the trail will need to be reconstructed through this section.
2. Chenoweth Creek by the new vet office and osprey nest; trail base layer needs to be replaced.
3. Poplar tree line section on the north side of Chenoweth Creek; roots are lifting the trail slightly.

Total cost could be \$40,000 to \$50,000.

**The total repair and maintenance costs include:**

1. Discovery Center to RR Underpass Trail Repair Project = \$110,184
  2. Slurry Seal = \$100,000
  3. Additional trail sections = \$50,000
  4. Contingency = \$52,000 (20 percent)
- Total = \$312,000**

**NOTE:** If any of these projects fall under prevailing wage requirements, the total could be somewhat higher.

# ASSESSMENT AND TAXATION

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

The Assessment and Taxation department is responsible for property identification and tax lot mapping, valuation, assessment, and tax collection.

### FUND BALANCE / FISCAL HEALTH

YEAR	FTE	BUDGET	ACTUAL	VARIANCE	VARIANCE %
17/18	12	\$764,985	\$757,201	\$7,784	1%
18/19	12	\$791,428	\$771,202	\$20,226	3%
19/20	12	\$895,396	\$805,096	\$90,300	10%
20/21	12	\$875,646			

### SIGNIFICANT BUDGET CHANGES

None this year.

### OPPORTUNITIES

Seeking efficiencies in reappraisal with technology enhancements. Looking for opportunities to provide citizens access to more data on line.

### CAPITAL NEEDS

Assessment & Tax Software and Technology purchases.

### EXTRAORDINARY ISSUES

We have a significant vacancy left by the move of our Chief Appraiser early in 2020. Our Chief Tax Deputy will be retiring June 30, 2020. Changes in business practices as a result of COVID 19.

Fund Name	101 - General Fund
Dept Name	12 - Assessment & Taxation
Division (Subdept) Name	5112 - Assessment & Taxation

Row Labels	Data						
	2018 Actual	2019 Actual	2020 Projected	2020 Revised Budget	2021 Proposed	2021 Approved Budget	2021 Adopted Budget
<b>Resource</b>							
<b>Revenue</b>	<b>37,281</b>	<b>42,567</b>	<b>45,687</b>	<b>28,500</b>	<b>30,550</b>	-	-
101.12.5112.411.111 PUB/REDEMP FEE	9,638	-	13,943	6,000	8,000	-	-
101.12.5112.411.115 ASSESSOR PLAT FEES	15,650	25,520	20,853	15,000	15,000	-	-
101.12.5112.411.156 LATE EXEMPT FILING FEE	737	828	5,205	700	700	-	-
101.12.5112.411.161 MAPPING/FARM & FOREST DQ FEES	248	80	40	200	200	-	-
101.12.5112.415.351 WARRANT REC/REL FEES	7,493	5,631	4,009	5,000	5,000	-	-
101.12.5112.420.452 PUB/REDEMP FEE	1,039	8,256	-	-	-	-	-
101.12.5112.421.241 MISC RECEIPTS	460	440	6	-	50	-	-
101.12.5112.421.242 PHOTO/DIGITAL COPY FEES	670	434	303	300	300	-	-
101.12.5112.421.245 PAYROLL REIMBURSEMENT	1,346	1,378	1,328	1,300	1,300	-	-
<b>Requirement</b>							
<b>Personnel</b>	<b>677,944</b>	<b>695,092</b>	<b>707,044</b>	<b>783,899</b>	<b>758,049</b>	-	-
101.12.5112.51106 OFFICE MANAGER	46,870	48,294	49,888	52,080	50,801	-	-
101.12.5112.51400 ASSESSOR	80,361	83,173	88,551	88,560	90,765	-	-
101.12.5112.51403 APPRAISER II	132,794	139,423	146,532	144,960	150,208	-	-
101.12.5112.51404 CHIEF APPRAISER	58,863	58,863	44,072	62,273	56,354	-	-
101.12.5112.51405 OFFICE SPECIALIST II	14,625	-	-	-	-	-	-
101.12.5112.51406 OFFICE SPECIALIST II	36,456	37,157	37,508	38,364	39,489	-	-
101.12.5112.51412 APPRAISER I	24,713	29,091	39,589	39,272	40,579	-	-
101.12.5112.51413 TAX COLLECTION DEPUTY	40,791	40,791	40,791	43,779	40,791	-	-
101.12.5112.51457 OFFICE SPECIALIST I	28,663	28,959	27,259	32,760	35,783	-	-
101.12.5112.51602 OVERTIME	14	-	-	216	200	-	-
101.12.5112.51680 VACATION CASH OUT	9	2,047	-	-	-	-	-
101.12.5112.51681 COMP/HOLIDAY BANK CASHOUT	48	-	-	-	-	-	-
101.12.5112.51701 FICA	34,185	33,975	34,270	36,275	36,878	-	-
101.12.5112.51705 WORKERS' COMPENSATION	2,856	2,896	2,205	3,460	3,319	-	-
101.12.5112.51721 PERS	69,068	68,468	73,584	103,392	71,411	-	-
101.12.5112.51729 HEALTH INSURANCE	98,261	112,909	114,375	129,208	132,671	-	-
101.12.5112.51730 DENTAL INSURANCE	6,614	6,311	5,755	6,368	6,215	-	-
101.12.5112.51732 LONG TERM DISABILITY	2,482	2,472	2,418	2,662	2,315	-	-
101.12.5112.51733 LIFE INSURANCE	271	263	247	270	270	-	-
<b>Materials &amp; Services</b>	<b>74,386</b>	<b>85,166</b>	<b>98,052</b>	<b>111,497</b>	<b>117,597</b>	-	-
101.12.5112.52111 DUES & SUBSCRIPTIONS	2,078	1,847	3,264	2,819	3,444	-	-

Fund Name	101 - General Fund
Dept Name	12 - Assessment & Taxation
Division (Subdept) Name	5112 - Assessment & Taxation

Row Labels	Data						
	2018 Actual	2019 Actual	2020 Projected	2020 Revised Budget	2021 Proposed	2021 Approved Budget	2021 Adopted Budget
101.12.5112.52115 LEGAL NOTICES & PUBLISHING	1,412	958	1,154	1,300	1,300	-	-
101.12.5112.52116 POSTAGE	-	2,186	3,236	50	5,000	-	-
101.12.5112.52122 TELEPHONE	351	466	377	500	500	-	-
101.12.5112.52383 TITLE SEARCH FEES	2,275	2,040	2,051	3,000	3,000	-	-
101.12.5112.52401 CONTRACTED SERVICES	30,236	25,750	48,931	47,950	47,950	-	-
101.12.5112.52410 CONTR SRVCS - MAPPING	15,820	23,500	9,600	15,000	15,000	-	-
101.12.5112.52425 CONTR SRVCS - TAX	10,154	16,668	15,063	16,495	16,495	-	-
101.12.5112.52656 GAS & OIL	2,076	1,532	1,453	2,000	2,000	-	-
101.12.5112.52657 VEHICLE - REPAIR & MAINTENANCE	157	374	367	1,000	1,000	-	-
101.12.5112.52701 TRAINING & EDUCATION	2,175	4,216	4,715	13,178	13,628	-	-
101.12.5112.52711 MEALS LODGING & REGISTRATION	-	-	2,105	1,205	1,280	-	-
101.12.5112.52910 SUPPLIES - OFFICE	7,652	5,629	5,501	7,000	7,000	-	-
101.12.5112.52932 SUPPLIES - OFFICE - TAX	-	-	235	-	-	-	-

# COUNTY CLERK

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

The County Clerk performs the following areas of responsibility:

- Maintain the County Lien Record, record and preserve all deeds and mortgages and other interests affecting title to real property
- Issue and maintain marriage records, solemnize marriages
- Handle Records Management (Archives) and assist with use of the Oregon Records Management Solution
- Serve as clerk for the Board of Property Tax Appeals
- House and maintain postage machine

### FUND BALANCE / FISCAL HEALTH

YEAR	FTE	BUDGET	ACTUAL	VARIANCE	VARIANCE %
17/18	3	\$219,022	\$227,273	\$(8,251)	(4)%
18/19	3	\$236,970	\$231,426	\$5,544	2%
19/20	3	\$255,245	\$242,033	\$13,212	5%
20/21	3	\$257,845			

### SIGNIFICANT BUDGET CHANGES

Recording numbers have returned to normal from the prior year and are holding steady despite current economic issues. Marriage license revenue is up slightly due to our office still issuing marriage licenses using Google Meet. We continue to upload required archive documents to ORMS which may require an increase in storage space costs in 2021.

### OPPORTUNITIES

Revenue primarily comes from recording of deeds and image subscriptions from local title companies, and because this fluctuates, projected revenue is a conservative estimate.

### CAPITAL NEEDS

None at this time.

### EXTRAORDINARY ISSUES

Back indexing of recorded documents continues to be a major effort for our team. This effort continues as time permits.

Fund Name	101 - General Fund
Dept Name	15 - County Clerk
Division (Subdept) Name	5115 - County Clerk

Row Labels	Data						
	2018 Actual	2019 Actual	2020 Projected	2020 Revised Budget	2021 Proposed	2021 Approved Budget	2021 Adopted Budget
<b>Resource</b>							
<b>Revenue</b>	<b>165,019</b>	<b>146,773</b>	<b>156,199</b>	<b>136,150</b>	<b>168,220</b>	-	-
101.15.5115.411.119 COPY/CERTIFICATION FEES	24,492	26,806	27,079	23,400	26,400	-	-
101.15.5115.411.121 CLERK LIEN FEES	2,710	2,750	1,965	3,000	2,500	-	-
101.15.5115.411.124 COUNTY CLERK FEES	6,111	4,640	1,946	4,500	4,500	-	-
101.15.5115.411.127 DEPT OF REV ASSESSMENT	2,479	2,162	2,183	2,250	2,250	-	-
101.15.5115.411.162 MARRIAGE LICENSES	4,377	4,225	3,644	5,000	4,000	-	-
101.15.5115.411.165 RECORDING FEES	124,850	106,190	119,382	98,000	128,570	-	-
<b>Requirement</b>							
<b>Personnel</b>	<b>222,114</b>	<b>231,988</b>	<b>234,520</b>	<b>247,815</b>	<b>238,695</b>	-	-
101.15.5115.51020 CLERK	58,863	60,923	77,019	75,144	78,944	-	-
101.15.5115.51021 CHIEF DEPUTY CLERK	46,613	43,841	44,901	44,536	46,020	-	-
101.15.5115.51023 OFFICE SPECIALIST II	34,135	34,989	36,814	37,584	38,526	-	-
101.15.5115.51269 SEASONAL/TEMPORARY	1,710	1,500	-	-	-	-	-
101.15.5115.51602 OVERTIME	-	185	-	108	100	-	-
101.15.5115.51622 STIPEND	15,000	15,000	-	-	-	-	-
101.15.5115.51681 COMP/HOLIDAY BANK CASHOUT	-	11	-	-	-	-	-
101.15.5115.51701 FICA	11,174	10,804	11,109	9,592	11,770	-	-
101.15.5115.51705 WORKERS' COMPENSATION	208	871	144	257	197	-	-
101.15.5115.51721 PERS	17,811	18,147	19,683	27,062	19,532	-	-
101.15.5115.51729 HEALTH INSURANCE	33,743	43,031	42,194	50,706	40,838	-	-
101.15.5115.51730 DENTAL INSURANCE	2,022	1,888	1,785	1,911	1,851	-	-
101.15.5115.51732 LONG TERM DISABILITY	752	719	794	834	836	-	-
101.15.5115.51733 LIFE INSURANCE	83	79	77	81	81	-	-
<b>Materials &amp; Services</b>	<b>5,158</b>	<b>5,099</b>	<b>7,513</b>	<b>7,430</b>	<b>19,150</b>	-	-
101.15.5115.52116 POSTAGE	-	107	452	-	500	-	-
101.15.5115.52122 TELEPHONE	517	743	596	500	720	-	-
101.15.5115.52360 BOPTA BOARD	-	748	336	1,500	1,750	-	-
101.15.5115.52604 EQUIPMENT - OFFICE	-	446	676	300	1,000	-	-
101.15.5115.52651 EQUIPMENT - REPAIR & MAINTENANCE	-	-	-	300	300	-	-
101.15.5115.52711 MEALS LODGING & REGISTRATION	2,273	1,834	3,449	3,150	13,080	-	-
101.15.5115.52731 TRAVEL & MILEAGE	376	115	327	100	200	-	-
101.15.5115.52910 SUPPLIES - OFFICE	1,221	1,020	1,403	1,430	1,450	-	-
101.15.5115.52911 SUPPLIES - PRINTED	771	86	274	150	150	-	-

# ELECTIONS

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

The Elections staff provides the following services:

- 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 files on Oregon Centralized Voter Registration System

### FUND BALANCE / FISCAL HEALTH

YEAR	FTE	BUDGET	ACTUAL	VARIANCE	VARIANCE %
17/18	1+ pt	\$102,999	\$83,364	\$19,635	22%
18/19	1+ pt	\$101,438	\$82,776	\$18,662	23%
19/20	1+ pt	\$108,636	\$81,025	\$27,611	25%
20/21	1+ pt	\$121,012			

### SIGNIFICANT BUDGET CHANGES

The FY21 Budget cycle will include two major elections: the General Election in November 2020 and the Special District Election in May 2021. Voter registration continues to increase due to automatic voter registration, which means election costs will continue to rise.

With a focus on cyber security when elections were deemed critical infrastructure, there will be some funding from the federal government with a State match that will help pay for infrastructure upgrades. It has not been determined what amount each county will receive.

### OPPORTUNITIES

There are no significant opportunities to enhance revenue at this time.

### CAPITAL NEEDS

Capital need will be determined after a site visit from the Department of Homeland Security, but would be paid with funding from the federal and state government,

### EXTRAORDINARY ISSUES

In FY2021, there will likely be impacts due to the 2020 Census and subsequent re-districting updates to voter files. We will need assistance from the GIS team to update boundaries and re-draw districts.

Fund Name	101 - General Fund
Dept Name	15 - County Clerk
Division (Subdept) Name	5125 - Elections

Row Labels	Data						
	2018 Actual	2019 Actual	2020 Projected	2020 Revised Budget	2021 Proposed	2021 Approved Budget	2021 Adopted Budget
<b>Resource</b>							
<b>Revenue</b>	<b>20,289</b>	<b>32,446</b>	<b>21,119</b>	<b>18,350</b>	<b>30,170</b>	-	-
101.15.5125.411.117 CANDIDATE FILING FEES	200	760	300	250	670	-	-
101.15.5125.414.304 COMPUTER & DATA SERVICES	297	587	240	300	500	-	-
101.15.5125.414.356 STATE ELECTION REIMBURSEMENTS	19,583	2,185	2,779	-	-	-	-
101.15.5125.414.357 SPECIAL DISTRICT REIMBURSEMENTS	209	28,914	17,800	17,800	29,000	-	-
<b>Requirement</b>							
<b>Personnel</b>	<b>52,044</b>	<b>39,190</b>	<b>50,658</b>	<b>60,629</b>	<b>68,562</b>	-	-
101.15.5125.51040 ELECTION WORKERS	1,720	3,212	-	3,912	8,443	-	-
101.15.5125.51043 OFFICE SPECIALIST II	34,488	26,123	34,626	34,441	35,783	-	-
101.15.5125.51269 SEASONAL/TEMPORARY	-	-	27	2,940	5,996	-	-
101.15.5125.51602 OVERTIME	-	-	-	420	100	-	-
101.15.5125.51681 COMP/HOLIDAY BANK CASHOUT	45	-	-	-	-	-	-
101.15.5125.51701 FICA	2,720	2,033	2,649	2,892	3,204	-	-
101.15.5125.51705 WORKERS' COMPENSATION	61	37	38	101	60	-	-
101.15.5125.51721 PERS	3,973	1,341	3,680	5,484	4,284	-	-
101.15.5125.51729 HEALTH INSURANCE	8,156	5,873	8,845	9,592	9,858	-	-
101.15.5125.51730 DENTAL INSURANCE	667	433	595	637	617	-	-
101.15.5125.51732 LONG TERM DISABILITY	186	120	172	183	190	-	-
101.15.5125.51733 LIFE INSURANCE	28	18	26	27	27	-	-
<b>Materials &amp; Services</b>	<b>31,324</b>	<b>36,903</b>	<b>30,367</b>	<b>51,172</b>	<b>52,450</b>	-	-
101.15.5125.52115 LEGAL NOTICES & PUBLISHING	75	489	-	780	500	-	-
101.15.5125.52117 POSTAGE - VOTE BY MAIL	5,424	6,933	5,732	11,070	11,245	-	-
101.15.5125.52122 TELEPHONE	258	366	293	400	400	-	-
101.15.5125.52401 CONTRACTED SERVICES	4,883	5,020	713	6,225	6,500	-	-
101.15.5125.52601 EQUIPMENT - NON CAPITAL	577	-	1,444	2,900	1,750	-	-
101.15.5125.52651 EQUIPMENT - REPAIR & MAINTENANCE	440	440	539	500	500	-	-
101.15.5125.52665 OCVR R&M	3,358	3,358	4,112	3,844	3,500	-	-
101.15.5125.52711 MEALS LODGING & REGISTRATION	2,317	1,109	2,389	2,195	2,500	-	-
101.15.5125.52731 TRAVEL & MILEAGE	526	216	248	150	325	-	-
101.15.5125.52909 SUPPLIES	1,497	1,347	1,239	730	730	-	-
101.15.5125.52911 SUPPLIES - PRINTED	2,610	4,127	5,799	7,983	9,000	-	-
101.15.5125.52970 BALLOT PRINTING	9,359	13,498	7,859	14,395	15,500	-	-



# CLERK RECORDS

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

This is a dedicated fund expended for restoration of historical document and support of the Records Management Program.

### FUND BALANCE / FISCAL HEALTH

YEAR	FTE	BUDGET	ACTUAL	VARIANCE	VARIANCE %
17/18	0	\$50,825	\$8,697	\$42,127	83%
18/19	0	\$18,500	\$11,488	\$7,011	38%
19/20	0	\$46,203	\$5,342	\$40,861	88%
20/21	0	\$48,350			

### SIGNIFICANT BUDGET CHANGES

We continue book preservation each year for 1-2 books that are exhibiting the most significant deterioration.

There will be a slight downward adjustment in revenue due to a fee review that showed some fees should have been going to the Surveyor instead of the Clerk’s Record Fund. We continue to work on back-indexing records so they can be available in our Digital Research Room, and are considering hiring an outside vendor to do some of this work.

### OPPORTUNITIES

Because of the dedicated fee revenue structure for this fund, there are no opportunities to enhance revenue.

### CAPITAL NEEDS

It’s highly likely we will need to purchase a new plat cabinet by the end of FY2021.

### EXTRAORDINARY ISSUES

None foreseeable.

Fund Name	237 - Clerk Records
Dept Name	(All)
Division (Subdept) Name	(All)

Row Labels	Data						
	2018 Actual	2019 Actual	2020 Projected	2020 Revised Budget	2021 Proposed	2021 Approved Budget	2021 Adopted Budget
<b>Resource</b>							
<b>Revenue</b>	<b>44,247</b>	<b>42,354</b>	<b>44,665</b>	<b>46,203</b>	<b>48,350</b>	-	-
237.00.1237.400.000 BEGINNING FUND BALANCE	-	-	36,149	37,203	39,000	-	-
237.00.1237.400.237 BEGINNING FUND BALANCE	33,983	32,758	-	-	-	-	-
237.00.1237.417.104 INTEREST EARNED	437	655	787	-	600	-	-
237.00.1237.417.107 MARK TO MARKET - UNREALIZED GAIN/LOSS	-	365	77	-	-	-	-
237.15.5237.411.112 A&T FEES (\$.50)	2,479	2,162	2,183	2,000	2,250	-	-
237.15.5237.411.153 LAND CORNER FEES(\$1)	4,199	3,665	2,548	4,000	3,500	-	-
237.15.5237.411.192 GIS FEES	3,149	2,749	2,921	3,000	3,000	-	-
<b>Requirement</b>							
<b>Materials &amp; Services</b>	<b>6,489</b>	<b>6,204</b>	<b>5,342</b>	<b>6,750</b>	<b>8,000</b>	-	-
237.15.5237.52401 CONTRACTED SERVICES	4,076	6,204	5,342	6,750	8,000	-	-
237.15.5237.52601 EQUIPMENT - NON CAPITAL	2,413	-	-	-	-	-	-
<b>Capital</b>	<b>5,000</b>	-	-	<b>4,800</b>	<b>4,800</b>	-	-
237.15.5237.53301 EQUIPMENT - CAPITAL	5,000	-	-	4,800	4,800	-	-
<b>Contingency</b>	-	-	-	<b>34,653</b>	<b>35,550</b>	-	-
237.99.9237.57229 CONTINGENCY	-	-	-	34,653	35,550	-	-

# EMERGENCY MANAGEMENT

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

The purpose of Emergency Management is to Plan, Prepare, Mitigate, and Restore for any major emergency for the citizens of Wasco County.

### FUND BALANCE / FISCAL HEALTH

YEAR	FTE	BUDGET	ACTUAL	VARIANCE	VARIANCE %
17/18	1	\$137,115	\$89,770	\$47,345	35%
18/19	1	\$96,702	\$50,638	\$46,064	48%
19/20	1	\$102,092	\$92,305	\$9,787	10%
20/21	1	\$98,311			

### SIGNIFICANT BUDGET CHANGES

There are significant cost savings on health insurance premiums for this department. This will free up additional dollars for the 20/21 fiscal year for the purchase of additional equipment, supplies, training, etc. The estimated amount will be approximately \$17K

### OPPORTUNITIES

This department is a 50/50 match utilizing Federal and State dollars appropriated from the Department of Emergency Management. The health of the fund depends directly on the allocated amount from the State.

### CAPITAL NEEDS

None.

### EXTRAORDINARY ISSUES

Due to the COVID-19 outbreak Emergency Management has been the lead for Unified Command beginning in March of 2020. It is anticipated the Emergency Manager will be coordinating this effort into the 20/21 budget year. There may be unanticipated funding issues as this incident expands or contracts during the year.

Fund Name	101 - General Fund
Dept Name	16 - Sheriff's Office
Division (Subdept) Name	5126 - Emergency Management

Row Labels	Data						
	2018 Actual	2019 Actual	2020 Projected	2020 Revised Budget	2021 Proposed	2021 Approved Budget	2021 Adopted Budget
<b>Resource</b>							
<b>Revenue</b>	<b>62,692</b>	<b>33,222</b>	<b>58,965</b>	<b>58,965</b>	<b>60,656</b>	-	-
101.16.5126.412.681 STATE GRANT/REIMBURSEMENT	493	-	-	-	-	-	-
101.16.5126.413.862 STATE FOR EM SERVICES - #97.042	50,699	21,722	47,465	47,465	49,156	-	-
101.16.5126.414.305 CITY OF DUFUR	1,500	1,500	1,500	1,500	1,500	-	-
101.16.5126.414.306 CITY OF MAUPIN	1,000	1,000	1,000	1,000	1,000	-	-
101.16.5126.414.308 CITY OF THE DALLES	9,000	9,000	9,000	9,000	9,000	-	-
<b>Requirement</b>							
<b>Personnel</b>	<b>79,099</b>	<b>47,477</b>	<b>73,408</b>	<b>88,392</b>	<b>76,911</b>	-	-
101.16.5126.51108 EMERG MGMT COORDINATOR	58,583	35,940	62,844	58,560	63,919	-	-
101.16.5126.51602 OVERTIME	-	-	2,869	-	-	-	-
101.16.5126.51701 FICA	4,482	2,749	5,027	4,480	4,890	-	-
101.16.5126.51705 WORKERS' COMPENSATION	125	55	96	25	121	-	-
101.16.5126.51721 PERS	6,749	3,966	2,271	6,746	7,632	-	-
101.16.5126.51729 HEALTH INSURANCE	8,156	4,266	-	17,429	-	-	-
101.16.5126.51730 DENTAL INSURANCE	667	329	-	693	-	-	-
101.16.5126.51731 LONG TERM DISABILITY - SHERIFF	-	-	-	108	-	-	-
101.16.5126.51732 LONG TERM DISABILITY	309	158	278	324	322	-	-
101.16.5126.51733 LIFE INSURANCE	28	14	23	27	27	-	-
<b>Materials &amp; Services</b>	<b>10,671</b>	<b>5,021</b>	<b>18,897</b>	<b>13,700</b>	<b>21,400</b>	-	-
101.16.5126.52122 TELEPHONE	1,001	955	1,025	1,200	2,400	-	-
101.16.5126.52401 CONTRACTED SERVICES	-	384	-	-	-	-	-
101.16.5126.52604 EQUIPMENT - OFFICE	745	-	685	1,500	5,000	-	-
101.16.5126.52651 EQUIPMENT - REPAIR & MAINTENANCE	371	388	1,749	1,500	1,500	-	-
101.16.5126.52656 GAS & OIL	1,146	265	1,647	1,200	2,000	-	-
101.16.5126.52657 VEHICLE - REPAIR & MAINTENANCE	391	404	223	1,000	1,000	-	-
101.16.5126.52701 TRAINING & EDUCATION	416	-	126	1,000	2,000	-	-
101.16.5126.52711 MEALS LODGING & REGISTRATION	295	41	1,203	1,300	2,500	-	-
101.16.5126.52919 SUPPLIES - EQUIPMENT	6,306	2,584	12,239	5,000	5,000	-	-

# MARINE PATROL

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

The Wasco County Sheriff’s Office provides waterway safety enforcement for all waterways inside the County. This is conducted utilizing funding the from Oregon State Marine Board (SOMB) on an annual basis. This division of the Sheriff’s Office also provides emergency Search and Rescue response for all waterways.

### FUND BALANCE / FISCAL HEALTH

YEAR	FTE	BUDGET	ACTUAL	VARIANCE	VARIANCE %
17/18	0.5	\$56,694	\$53,186	\$3,507	6%
18/19	0.5	\$56,154	\$56,351	\$(197)	0%
19/20	0.5	\$52,536	\$9,991	\$42,545	81%
20/21	0.5	\$65,462			

### SIGNIFICANT BUDGET CHANGES

The Sheriff’s Office will be assisting the Hood River County Sheriff’s Office during the 20/21 fiscal year, like they assisted us last year. An IGA with Hood River County Sheriff’s Office will be completed for the FY 2020/21 season. This agreement will not impact any general fund dollars and only the allocated OSMB funding will be used for payment from HRSO.

### OPPORTUNITIES

None.

### CAPITAL NEEDS

None.

### EXTRAORDINARY ISSUES

None at this time.

Fund Name	101 - General Fund
Dept Name	16 - Sheriff's Office
Division (Subdept) Name	5130 - Marine Patrol

Row Labels	Data						
	2018 Actual	2019 Actual	2020 Projected	2020 Revised Budget	2021 Proposed	2021 Approved Budget	2021 Adopted Budget
<b>Resource</b>							
<b>Revenue</b>	<b>56,462</b>	<b>62,763</b>	<b>52,536</b>	<b>52,536</b>	<b>56,142</b>	-	-
101.16.5130.412.681 STATE GRANT/REIMBURSEMENT	56,462	62,763	52,536	52,536	56,142	-	-
<b>Requirement</b>							
<b>Personnel</b>	<b>48,825</b>	<b>25,722</b>	<b>3,130</b>	-	<b>59,788</b>	-	-
101.16.5130.51109 MARINE DEPUTY (6 MO)	28,705	13,989	2,306	-	29,193	-	-
101.16.5130.51110 PART TIME - MARINE PATROL	49	197	-	-	8,162	-	-
101.16.5130.51602 OVERTIME	2,039	2,352	247	-	-	-	-
101.16.5130.51681 COMP/HOLIDAY BANK CASHOUT	525	-	-	-	-	-	-
101.16.5130.51701 FICA	2,354	1,193	181	-	2,654	-	-
101.16.5130.51705 WORKERS' COMPENSATION	99	340	(185)	-	834	-	-
101.16.5130.51721 PERS	7,248	3,642	576	-	6,589	-	-
101.16.5130.51729 HEALTH INSURANCE	7,446	3,853	-	-	11,969	-	-
101.16.5130.51730 DENTAL INSURANCE	294	125	-	-	308	-	-
101.16.5130.51731 LONG TERM DISABILITY - SHERIFF	48	21	5	-	52	-	-
101.16.5130.51733 LIFE INSURANCE	18	10	-	-	27	-	-
<b>Materials &amp; Services</b>	<b>4,364</b>	<b>8,397</b>	<b>6,861</b>	<b>52,536</b>	<b>5,674</b>	-	-
101.16.5130.52401 CONTRACTED SERVICES	-	-	6,695	48,786	-	-	-
101.16.5130.52655 BOAT - OPERATION & MAINTENANCE	5	983	-	450	1,550	-	-
101.16.5130.52656 GAS & OIL	2,968	2,734	126	2,925	2,974	-	-
101.16.5130.52701 TRAINING & EDUCATION	715	323	-	-	1,000	-	-
101.16.5130.52909 SUPPLIES	676	4,357	40	375	150	-	-

# LAW ENFORCEMENT

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

The Wasco County Sheriff's Office provides the citizens of the County the protections of persons and property within the County.

### FUND BALANCE / FISCAL HEALTH

YEAR	FTE	BUDGET	ACTUAL	VARIANCE	VARIANCE %
17/18	20	\$2,190,964	\$2,125,719	\$65,245	3%
18/19	20	\$2,161,418	\$1,987,729	\$173,689	9%
19/20	20	\$2,331,364	\$2,029,560	\$301,804	13%
20/21	21	\$2,389,588			

### SIGNIFICANT BUDGET CHANGES

In Oct. 2019 the BOC approved an additional deputy position for the Sheriff's Office, bringing the agency to 18 sworn positions. This position was added to the 20/21 budget.

### OPPORTUNITIES

All funding is received directly from the general fund, therefore direct opportunity to increase revenue for this department specifically is limited.

### CAPITAL NEEDS

None.

### EXTRAORDINARY ISSUES

Due to COVID-19 there will potentially need to be adjustments in the overtime budget. Additionally, there will be a potential loss in revenue due to the reduction of gun permits and traffic fines. Some loss in the civil division as the courts have slowed down.

Fund Name	101 - General Fund
Dept Name	16 - Sheriff's Office
Division (Subdept) Name	5131 - Law Enforcement

Row Labels	Data						
	2018 Actual	2019 Actual	2020 Projected	2020 Revised Budget	2021 Proposed	2021 Approved Budget	2021 Adopted Budget
<b>Resource</b>							
<b>Revenue</b>	<b>243,238</b>	<b>198,251</b>	<b>195,241</b>	<b>213,160</b>	<b>223,632</b>	-	-
101.16.5131.411.146 SHERIFF GUN PERMITS	35,775	35,550	28,622	36,000	35,000	-	-
101.16.5131.411.168 SHERIFFS FEES	40,427	38,020	27,493	35,000	20,000	-	-
101.16.5131.412.636 FOREST PATROL	23,153	11,757	18,260	18,260	21,322	-	-
101.16.5131.412.682 OREGON STATE PARKS	66,368	36,884	60,000	60,000	90,000	-	-
101.16.5131.412.695 BLM PATROL	5,568	3,869	10,000	10,000	10,000	-	-
101.16.5131.413.867 BULLETPROOF VEST PARTNERSHIP - #16.607	1,694	2,513	-	1,800	1,810	-	-
101.16.5131.414.347 SHERIFF TRANSPORT M H	2,543	5,272	2,500	2,500	2,500	-	-
101.16.5131.416.371 TRAFFIC FINES	53,070	54,490	40,000	40,000	35,000	-	-
101.16.5131.421.241 MISC RECEIPTS	11,232	5,590	3,956	5,500	5,000	-	-
101.16.5131.421.242 PHOTO/DIGITAL COPY FEES	645	751	1,060	750	750	-	-
101.16.5131.421.245 PAYROLL REIMBURSEMENT	273	360	250	250	250	-	-
101.16.5131.422.120 PASS THRU TO OREGON STATE	2,490	3,195	3,100	3,100	2,000	-	-
<b>Requirement</b>							
<b>Personnel</b>	<b>1,879,558</b>	<b>1,726,943</b>	<b>1,800,952</b>	<b>2,107,664</b>	<b>2,168,398</b>	-	-
101.16.5131.51100 SHERIFF	86,101	89,115	94,308	94,320	96,665	-	-
101.16.5131.51101 CHIEF DEPUTY SHERIFF	77,721	78,206	82,241	84,192	84,187	-	-
101.16.5131.51102 CIVIL TECHNICIAN	43,451	45,982	47,979	45,912	47,445	-	-
101.16.5131.51103 SERGEANTS	308,063	213,554	186,329	285,767	349,162	-	-
101.16.5131.51104 DEPUTY SHERIFFS	505,725	516,677	568,229	621,214	605,862	-	-
101.16.5131.51105 OFFICE ASSISTANT - SHERIFF	33,218	34,275	36,483	36,696	37,586	-	-
101.16.5131.51106 OFFICE MANAGER	50,506	50,506	57,330	52,782	50,801	-	-
101.16.5131.51107 PART TIME - SHERIFF	20,600	34,166	14,476	62,433	93,292	-	-
101.16.5131.51111 FOREST CONTRACT DEPUTY	14,022	6,933	6,410	-	-	-	-
101.16.5131.51124 OFF HIGHWAY VEHICLE ENFORCEMENT	416	-	-	-	-	-	-
101.16.5131.51125 BLM CONTRACT PATROL	4,383	3,425	700	-	-	-	-
101.16.5131.51269 SEASONAL/TEMPORARY	431	4,712	-	-	-	-	-
101.16.5131.51602 OVERTIME	86,665	69,989	76,994	56,712	45,000	-	-
101.16.5131.51624 TRAINING STIPEND	-	580	1,779	-	-	-	-
101.16.5131.51680 VACATION CASH OUT	8,356	1,982	16,791	5,160	5,000	-	-
101.16.5131.51681 COMP/HOLIDAY BANK CASHOUT	8,143	8,641	3,853	3,096	3,000	-	-
101.16.5131.51682 HOLIDAY BANK CASHOUT	3,754	2,263	2,928	3,096	3,000	-	-
101.16.5131.51701 FICA	89,765	84,044	86,957	98,827	104,050	-	-
101.16.5131.51705 WORKERS' COMPENSATION	15,993	16,202	20,190	24,209	24,762	-	-
101.16.5131.51721 PERS	249,667	215,346	249,393	315,131	284,978	-	-
101.16.5131.51729 HEALTH INSURANCE	255,837	235,487	233,712	300,751	316,582	-	-



Fund Name	101 - General Fund
Dept Name	16 - Sheriff's Office
Division (Subdept) Name	5131 - Law Enforcement

Row Labels		Data						
		2018 Actual	2019 Actual	2020 Projected	2020 Revised Budget	2021 Proposed	2021 Approved Budget	2021 Adopted Budget
101.16.5131.51730	DENTAL INSURANCE	12,151	10,709	10,252	12,904	12,874	-	-
101.16.5131.51731	LONG TERM DISABILITY - SHERIFF	1,155	1,113	1,373	1,571	1,727	-	-
101.16.5131.51732	LONG TERM DISABILITY	2,735	2,229	1,440	2,000	1,480	-	-
101.16.5131.51733	LIFE INSURANCE	700	807	805	891	945	-	-
<b>Materials &amp; Services</b>		<b>246,164</b>	<b>197,992</b>	<b>228,608</b>	<b>223,700</b>	<b>221,190</b>	-	-
101.16.5131.52115	LEGAL NOTICES & PUBLISHING	-	-	-	500	-	-	-
101.16.5131.52116	POSTAGE	-	397	1,488	-	500	-	-
101.16.5131.52122	TELEPHONE	8,030	5,152	9,805	4,500	4,500	-	-
101.16.5131.52129	VESTS	2,735	5,567	5,019	3,600	5,140	-	-
101.16.5131.52320	INMATE & MENTAL TRANSPORTS	277	210	233	250	250	-	-
101.16.5131.52331	MEDICAL CARE/ASSESSMENT	866	301	-	500	-	-	-
101.16.5131.52340	REFUNDS	81	-	-	100	-	-	-
101.16.5131.52347	SPECIAL INVESTIGATIONS	4,303	6,511	5,734	5,000	5,000	-	-
101.16.5131.52376	MENT/PHY EXAMS - NEW HIRES	385	3,077	1,195	1,200	1,200	-	-
101.16.5131.52389	LAW ENFORCEMENT PAYMENTS	2,715	3,270	2,186	3,100	2,000	-	-
101.16.5131.52401	CONTRACTED SERVICES	11,428	7,078	14,646	12,000	16,000	-	-
101.16.5131.52602	EQUIPMENT - ELECTRONIC	5,943	11,737	16,187	12,000	12,000	-	-
101.16.5131.52604	EQUIPMENT - OFFICE	5,743	510	643	500	600	-	-
101.16.5131.52606	EQUIPMENT - RESERVES	2,192	1,154	-	-	2,000	-	-
101.16.5131.52607	EQUIPMENT - UNIFORM	7,028	5,430	5,315	10,000	8,000	-	-
101.16.5131.52651	EQUIPMENT - REPAIR & MAINTENANCE	1,212	426	847	400	500	-	-
101.16.5131.52653	RADIO MAINTENANCE & REPAIR	4,086	3,134	17,551	10,400	13,000	-	-
101.16.5131.52656	GAS & OIL	67,236	56,751	50,982	60,000	60,000	-	-
101.16.5131.52657	VEHICLE - REPAIR & MAINTENANCE	20,000	19,149	19,034	13,000	12,000	-	-
101.16.5131.52661	TIRES	12,146	11,937	9,448	13,500	12,000	-	-
101.16.5131.52663	VEHICLE - SET-UP	27,009	-	20,560	16,000	16,000	-	-
101.16.5131.52702	TRAINING & EDUCATION - S & R	5,101	5,108	4,489	6,000	6,000	-	-
101.16.5131.52711	MEALS LODGING & REGISTRATION	19,291	17,161	15,321	24,000	20,000	-	-
101.16.5131.52879	UTILITIES - SPECIAL	6,404	9,455	-	-	-	-	-
101.16.5131.52909	SUPPLIES	13,607	6,219	8,110	8,000	7,000	-	-
101.16.5131.52910	SUPPLIES - OFFICE	6,519	5,060	7,383	6,000	5,000	-	-
101.16.5131.52930	SUPPLIES - NEIGHBOR WATCH	463	622	-	650	-	-	-
101.16.5131.52941	SUPPLIES - FIREARMS	11,364	12,576	12,432	12,500	12,500	-	-

# 911 COMMUNICATIONS

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

The 911 communications department provides dispatch services for 2 law enforcement agencies, 4 EMS agencies, and 11 fire agencies. They also provide emergent and non-emergent phone answering service for the entire Wasco County.

### FUND BALANCE / FISCAL HEALTH

YEAR	FTE	BUDGET	ACTUAL	VARIANCE	VARIANCE %
17/18	11.2	\$1,054,325	\$1,016,519	\$37,806	4%
18/19	11.2	\$1,220,712	\$1,123,468	\$97,244	9%
19/20	11.2	\$1,272,885	\$1,213,996	\$58,889	5%
20/21	11.2	\$1,491,718			

### SIGNIFICANT BUDGET CHANGES

Increase in state cell phone tax.

### OPPORTUNITIES

With completion of a 6 county interoperability study, this fulfills a necessary requirement in seeking communication grants.

### CAPITAL NEEDS

Equipment upgrades at 911 backup center. Two new dispatch chairs.

### EXTRAORDINARY ISSUES

Possible addition of one or more counties to provide dispatch services to. Increase from 10 to 11 FTE. Personnel retirements, which will increase overtime expenses.

Fund Name 220 - 911 Communications  
 Dept Name (All)  
 Division (Subdept) Name (All)

Row Labels	Data						
	2018 Actual	2019 Actual	2020 Projected	2020 Revised Budget	2021 Proposed	2021 Approved Budget	2021 Adopted Budget
<b>Resource</b>							
<b>Revenue</b>	<b>1,084,651</b>	<b>1,283,308</b>	<b>1,408,987</b>	<b>1,272,885</b>	<b>1,491,718</b>	-	-
220.00.1220.400.000 BEGINNING FUND BALANCE	-	-	188,708	-	216,521	-	-
220.00.1220.400.022 BEGINNING FUND BALANCE	28,888	67,954	-	55,795	-	-	-
220.00.1220.417.104 INTEREST EARNED	847	1,713	3,694	900	3,000	-	-
220.00.1220.417.107 MARK TO MARKET - UNREALIZED GAIN/LOSS	-	1,633	395	-	-	-	-
220.00.1220.450.101 TRANSFER FROM GENERAL FUND	183,987	248,918	253,129	253,129	193,145	-	-
220.00.1220.450.324 TRANSFER FROM 911 RESERVE	62,042	-	-	-	-	-	-
220.16.5220.412.602 PHONE TAX-DUFUR	3,095	3,146	3,113	3,113	5,457	-	-
220.16.5220.412.603 PHONE TAX-MAUPIN	2,174	2,208	2,230	2,230	3,868	-	-
220.16.5220.412.604 PHONE TAX-MOSIER	2,309	2,357	2,291	2,291	4,025	-	-
220.16.5220.412.605 PHONE TAX-THE DALLES	74,820	75,890	74,690	74,690	130,877	-	-
220.16.5220.412.606 PHONE TAX-WASCO COUNTY	262,815	270,171	258,907	258,907	459,854	-	-
220.16.5220.414.301 CONTRACT-THE DALLES 911 SHARE	383,773	514,855	523,715	523,715	399,609	-	-
220.16.5220.414.302 CONTRACT-MCFR 911 SHARE	77,856	94,448	96,015	96,015	73,262	-	-
220.16.5220.414.354 911 SERVICES - DALLESPORT RFD	2,000	-	2,000	2,000	2,000	-	-
220.16.5220.421.241 MISC RECEIPTS	-	-	100	100	100	-	-
220.16.5220.421.242 PHOTO/DIGITAL COPY FEES	45	15	-	-	-	-	-
<b>Requirement</b>							
<b>Personnel</b>	<b>850,109</b>	<b>840,151</b>	<b>908,442</b>	<b>890,232</b>	<b>1,024,997</b>	-	-
220.16.5220.51116 911 MANAGER	55,731	57,124	64,011	60,696	65,354	-	-
220.16.5220.51117 911 COMMUNICATIONS OPERATORS	448,853	444,051	452,481	438,672	494,874	-	-
220.16.5220.51118 PART TIME - 911	24,023	26,699	28,188	25,296	50,606	-	-
220.16.5220.51602 OVERTIME	34,117	33,228	49,765	36,096	41,132	-	-
220.16.5220.51622 STIPEND	5,000	5,000	5,000	4,992	5,000	-	-
220.16.5220.51624 TRAINING STIPEND	325	5	220	-	500	-	-
220.16.5220.51680 VACATION CASH OUT	-	-	3,227	2,568	2,500	-	-
220.16.5220.51681 COMP/HOLIDAY BANK CASHOUT	2,107	2,532	17,813	10,320	10,000	-	-
220.16.5220.51682 HOLIDAY BANK CASHOUT	1,603	694	2,711	1,032	1,000	-	-
220.16.5220.51701 FICA	41,269	41,489	45,605	42,237	48,617	-	-
220.16.5220.51705 WORKERS' COMPENSATION	(129)	1,035	521	845	794	-	-
220.16.5220.51721 PERS	111,962	115,474	129,232	145,037	134,038	-	-
220.16.5220.51729 HEALTH INSURANCE	117,299	105,660	103,366	115,659	162,486	-	-
220.16.5220.51730 DENTAL INSURANCE	6,124	5,331	4,587	5,121	6,291	-	-
220.16.5220.51731 LONG TERM DISABILITY - SHERIFF	971	956	957	935	1,043	-	-
220.16.5220.51732 LONG TERM DISABILITY	530	551	468	402	411	-	-
220.16.5220.51733 LIFE INSURANCE	324	322	290	324	351	-	-
<b>Materials &amp; Services</b>	<b>166,412</b>	<b>181,119</b>	<b>232,221</b>	<b>246,414</b>	<b>249,218</b>	-	-

Fund Name 220 - 911 Communications  
 Dept Name (All)  
 Division (Subdept) Name (All)

Row Labels	Data						
	2018 Actual	2019 Actual	2020 Projected	2020 Revised Budget	2021 Proposed	2021 Approved Budget	2021 Adopted Budget
220.16.5220.52111 DUES & SUBSCRIPTIONS	99	-	67	100	100	-	-
220.16.5220.52113 INSURANCE & BONDS	1,295	1,205	1,432	1,450	1,450	-	-
220.16.5220.52115 LEGAL NOTICES & PUBLISHING	-	-	-	50	50	-	-
220.16.5220.52116 POSTAGE	-	-	-	50	50	-	-
220.16.5220.52122 TELEPHONE	12,467	12,950	11,896	13,000	13,000	-	-
220.16.5220.52306 EMPLOYEE MEALS	3,198	5,312	4,403	4,800	4,800	-	-
220.16.5220.52337 PRE-EMPLOYMENT TESTING	643	224	1,323	2,200	2,500	-	-
220.16.5220.52370 MISC EXPENDITURES	84	280	24	500	1,000	-	-
220.16.5220.52398 ADMINISTRATIVE COST	51,590	62,354	78,261	63,913	70,304	-	-
220.16.5220.52401 CONTRACTED SERVICES	2,013	1,008	5,047	7,000	7,000	-	-
220.16.5220.52413 CONTR SRVCS - COMPUTER TECHNOLOGY	36,186	39,718	49,850	40,711	40,711	-	-
220.16.5220.52601 EQUIPMENT - NON CAPITAL	5,406	2,974	14,370	13,500	8,500	-	-
220.16.5220.52651 EQUIPMENT - REPAIR & MAINTENANCE	609	688	379	1,000	1,000	-	-
220.16.5220.52701 TRAINING & EDUCATION	5,142	5,723	3,065	6,000	6,000	-	-
220.16.5220.52711 MEALS LODGING & REGISTRATION	3,891	4,232	6,060	5,000	6,000	-	-
220.16.5220.52731 TRAVEL & MILEAGE	593	805	707	1,500	1,500	-	-
220.16.5220.52801 BLDG REPAIR & MAINT	-	65	-	-	-	-	-
220.16.5220.52830 BUILDING - LEASE	15,106	15,363	19,127	15,620	15,886	-	-
220.16.5220.52862 MAINTENANCE AGREEMENTS	21,873	20,998	28,052	63,286	63,000	-	-
220.16.5220.52910 SUPPLIES - OFFICE	4,935	1,353	2,527	2,000	2,500	-	-
220.16.5220.52928 SUPPLIES - KITCHEN/JANITOR	413	436	808	1,500	1,500	-	-
220.16.5220.52937 SUPPLIES - PUBLIC ED	869	1,505	897	1,500	1,500	-	-
220.16.5220.54307 INTEREST	-	3,926	3,926	1,734	867	-	-
<b>Transfer</b>	-	<b>73,333</b>	<b>73,333</b>	<b>73,333</b>	<b>73,333</b>	-	-
220.99.9220.55324 TRANSFER TO 911 EQUIPMENT RESERVE FUND	-	30,000	30,000	30,000	30,000	-	-
220.99.9220.55327 TRANSFER TO OPERATING RESERVE	-	43,333	43,333	43,333	43,333	-	-
<b>Contingency</b>	-	-	-	<b>62,906</b>	<b>144,170</b>	-	-
220.99.9220.57220 CONTINGENCY	-	-	-	62,906	144,170	-	-

Fund Name 324 - 911 Equipment  
 Dept Name (All)  
 Division (Subdept) Name (All)

Row Labels	Data						
	2018 Actual	2019 Actual	2020 Projected	2020 Revised Budget	2021 Proposed	2021 Approved Budget	2021 Adopted Budget
<b>Resource</b>							
<b>Revenue</b>	<b>243,408</b>	<b>32,792</b>	<b>64,090</b>	<b>62,435</b>	<b>95,172</b>	-	-
324.00.1324.400.000 BEGINNING FUND BALANCE	-	-	32,792	-	63,988	-	-
324.00.1324.400.324 BEGINNING FUND BALANCE	241,793	1,613	-	31,645	-	-	-
324.00.1324.417.104 INTEREST EARNED	1,615	397	1,204	790	1,184	-	-
324.00.1324.417.107 MARK TO MARKET - UNREALIZED GAIN/LOSS	-	782	94	-	-	-	-
324.00.1324.450.220 TRANSFER FROM 911 COMMUNICATIONS FUND	-	30,000	30,000	30,000	30,000	-	-
<b>Requirement</b>							
<b>Capital</b>	<b>179,753</b>	-	-	<b>30,000</b>	<b>60,000</b>	-	-
324.16.5324.53111 CAPITAL EXPENDITURES	179,753	-	-	-	-	-	-
324.16.5324.53308 EQUIPMENT - 911	-	-	-	30,000	60,000	-	-
<b>Contingency</b>	-	-	-	<b>32,435</b>	<b>35,172</b>	-	-
324.99.9324.57324 CONTINGENCY	-	-	-	32,435	35,172	-	-
<b>Transfer</b>	<b>62,042</b>	-	-	-	-	-	-
324.99.5324.55220 TRANSFER TO 911 COMMUNICATIONS FUND	62,042	-	-	-	-	-	-

# COMMUNITY CORRECTIONS

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

The Community Corrections department provides supervision and accountability to offenders sentenced to probation and parole. The department focuses on enhancing rehabilitation of offenders by addressing their criminogenic needs, thereby reducing criminality, substance abuse, and recidivism. In addition Community Corrections enhances community safety through crime prevention.

### FUND BALANCE / FISCAL HEALTH

YEAR	FTE	BUDGET	ACTUAL	VARIANCE	VARIANCE %
17/18	9	\$1,813,324	\$1,813,233	\$91	0%
18/19	9	\$3,045,419	\$2,170,228	\$875,191	40%
19/20	9	\$2,834,338	\$2,097,174	\$737,164	26%
20/21	9	\$2,475,911			

### SIGNIFICANT BUDGET CHANGES

The budget passed for the 2019/2021 biennium was a baseline budget which cut our allocation amount from previous biennium's. Additionally, through successful practices Wasco County caseloads have reduced from 348 to 256 over the past 3 years, which affects the proportion of funding received from the State. On April 24<sup>th</sup>, 2020 the Governor proposed an additional 8% cut to all department allocations in preparation for a potentially negative May Revenue Forecast.

### OPPORTUNITIES

Pursuing new grants to support transitional housing. Our primary contractor for housing and mentors is seeking a contract with PacificSource to bill mentor time, passing the savings on to Community Corrections. We also increased many fees on the fee schedule for the first time in many years.

### CAPITAL NEEDS

None at this time.

### EXTRAORDINARY ISSUES

In February our office lost our treatment counselor staff who had the credentials for our office to become certified by the Oregon Health Authority. This certification would have allowed us to bill for our treatment services. Because of this loss we do not expect to become certified or be able to generate added revenue for some time, well into next fiscal year at best. Additionally, the significant budget cuts we are facing will likely require cuts to our transitional housing and peer mentors (contract staff). New grant money would alleviate some cuts but a contraction of some kind will be necessary.

Fund Name	227 - Community Corrections
Dept Name	(All)
Division (Subdept) Name	(All)

Row Labels	Data						
	2018 Actual	2019 Actual	2020 Projected	2020 Revised Budget	2021 Proposed	2021 Approved Budget	2021 Adopted Budget
<b>Resource</b>							
<b>Revenue</b>	<b>3,323,090</b>	<b>3,064,994</b>	<b>2,675,741</b>	<b>2,924,650</b>	<b>2,596,237</b>	-	-
227.00.1227.400.000 BEGINNING FUND BALANCE	-	-	882,125	1,149,650	695,799	-	-
227.00.1227.400.227 BEGINNING FUND BALANCE	1,203,944	1,509,858	-	-	-	-	-
227.00.1227.417.104 INTEREST EARNED	14,576	21,925	20,560	10,000	20,000	-	-
227.00.1227.417.107 MARK TO MARKET - UNREALIZED GAIN/LOSS	(15,108)	8,986	2,039	-	-	-	-
227.16.5227.411.122 CLIENT FEES-COMM SERVICE	2,695	1,470	1,880	2,000	2,000	-	-
227.16.5227.411.123 CLIENT FEES-SERVICES	7,813	15,920	6,976	8,000	8,000	-	-
227.16.5227.411.174 CLIENT FEES-SUPERVISION	102,339	98,680	88,442	85,000	100,000	-	-
227.16.5227.412.610 TREATMENT GRANTS	123,105	-	70,952	55,000	57,944	-	-
227.16.5227.412.630 JUSTICE REINVEST PRGM HB3194	222,324	222,324	187,767	200,000	306,686	-	-
227.16.5227.412.633 DOC-GRANT IN AID - 1145 40% TO NORCOR	1,661,361	1,182,896	1,415,000	1,415,000	1,405,808	-	-
227.16.5227.421.241 MISC RECEIPTS	-	2,935	-	-	-	-	-
227.16.5227.421.245 PAYROLL REIMBURSEMENT	41	-	-	-	-	-	-
<b>Requirement</b>							
<b>Capital</b>	<b>70,112</b>	-	-	-	-	-	-
227.16.5227.53201 VEHICLES	70,112	-	-	-	-	-	-
<b>Contingency</b>	-	-	-	<b>550,340</b>	<b>550,340</b>	-	-
227.99.9227.57227 CONTINGENCY	-	-	-	550,340	550,340	-	-
<b>Personnel</b>	<b>712,470</b>	<b>730,171</b>	<b>781,134</b>	<b>860,560</b>	<b>875,122</b>	-	-
227.16.5227.51119 COMMUNITY CORRECTIONS MANAGER	62,772	64,341	72,178	68,064	75,140	-	-
227.16.5227.51121 PROBATION OFFICERS	264,210	256,869	264,942	272,592	283,469	-	-
227.16.5227.51122 OFFICE SPECIALIST II	37,979	47,805	59,581	66,678	70,688	-	-
227.16.5227.51123 PART TIME - COMMUNITY CORRECTIONS	8,994	-	-	-	-	-	-
227.16.5227.51127 CORRECTIONS SPECIALIST II	24,974	38,085	40,160	40,584	41,591	-	-
227.16.5227.51129 TREATMENT COUNSELOR	44,213	42,796	44,105	51,988	51,936	-	-
227.16.5227.51602 OVERTIME	7,522	1,492	1,626	4,992	5,000	-	-
227.16.5227.51622 STIPEND	5,550	5,000	5,410	4,992	5,600	-	-
227.16.5227.51640 LONGEVITY	1,550	1,375	1,453	1,224	1,500	-	-
227.16.5227.51641 CERTIFICATE	6,954	7,093	7,234	7,080	7,234	-	-
227.16.5227.51660 LEAD PAY	3,616	3,688	3,762	3,696	3,762	-	-
227.16.5227.51680 VACATION CASH OUT	-	3,173	4,570	3,096	3,000	-	-
227.16.5227.51681 COMP/HOLIDAY BANK CASHOUT	5,160	5,087	489	12,192	12,000	-	-
227.16.5227.51682 HOLIDAY BANK CASHOUT	7	4,446	1,125	-	-	-	-
227.16.5227.51701 FICA	33,418	33,688	35,462	37,796	39,180	-	-
227.16.5227.51703 UNEMPLOYMENT INSURANCE	-	-	4,962	-	-	-	-
227.16.5227.51705 WORKERS' COMPENSATION	8,053	6,330	5,259	8,843	9,051	-	-
227.16.5227.51721 PERS	86,826	86,993	96,885	120,176	106,639	-	-

Fund Name 227 - Community Corrections  
 Dept Name (All)  
 Division (Subdept) Name (All)

Row Labels	Data						
	2018 Actual	2019 Actual	2020 Projected	2020 Revised Budget	2021 Proposed	2021 Approved Budget	2021 Adopted Budget
227.16.5227.51729 HEALTH INSURANCE	102,466	113,856	124,057	147,535	150,429	-	-
227.16.5227.51730 DENTAL INSURANCE	5,681	5,484	5,241	6,421	6,215	-	-
227.16.5227.51731 LONG TERM DISABILITY - SHERIFF	-	-	-	108	-	-	-
227.16.5227.51732 LONG TERM DISABILITY	2,291	2,333	2,395	2,233	2,418	-	-
227.16.5227.51733 LIFE INSURANCE	234	237	238	270	270	-	-
<b>Materials &amp; Services</b>	<b>1,030,657</b>	<b>1,452,749</b>	<b>1,316,040</b>	<b>1,423,438</b>	<b>1,050,449</b>	-	-
227.16.5227.52113 INSURANCE & BONDS	3,580	1,965	1,818	4,000	4,000	-	-
227.16.5227.52115 LEGAL NOTICES & PUBLISHING	-	40	100	100	100	-	-
227.16.5227.52116 POSTAGE	20	168	1,005	700	700	-	-
227.16.5227.52119 RENT	50,000	68,328	68,328	68,328	68,328	-	-
227.16.5227.52122 TELEPHONE	7,413	7,161	5,465	7,000	7,000	-	-
227.16.5227.52209 NORCOR - ADULT FACILITY	472,000	629,158	629,158	629,158	566,242	-	-
227.16.5227.52337 PRE-EMPLOYMENT TESTING	50	10	871	-	-	-	-
227.16.5227.52344 SEX OFFENDER TX	25,890	23,825	14,696	25,000	20,000	-	-
227.16.5227.52351 TRANSITIONAL SERVICES	278,867	539,045	405,763	515,000	199,488	-	-
227.16.5227.52353 DRUG TESTING	4,047	4,254	4,330	4,000	5,000	-	-
227.16.5227.52365 DOMESTIC TREATMENT	18,270	11,785	3,096	16,000	10,000	-	-
227.16.5227.52401 CONTRACTED SERVICES	4,163	7,471	7,169	6,000	7,000	-	-
227.16.5227.52415 CONTR SRVCS - JANITORIAL	4,413	5,638	5,186	5,200	5,200	-	-
227.16.5227.52427 CONTR SRVCS - OUTPATIENT A/D	4,884	11,394	945	4,000	2,000	-	-
227.16.5227.52430 CONTR SRVCS - GRANTS	34,698	27,488	21,549	35,000	30,000	-	-
227.16.5227.52447 CONTR SRVCS - JUSTICE REINVEST DISTRIBUT	76,465	74,120	100,377	64,452	87,391	-	-
227.16.5227.52601 EQUIPMENT - NON CAPITAL	13,682	6,989	14,846	7,500	7,500	-	-
227.16.5227.52656 GAS & OIL	1,782	7,934	7,635	8,000	8,000	-	-
227.16.5227.52657 VEHICLE - REPAIR & MAINTENANCE	7,813	1,535	2,488	6,000	5,000	-	-
227.16.5227.52711 MEALS LODGING & REGISTRATION	12,790	14,895	10,866	10,000	10,000	-	-
227.16.5227.52801 BLDG REPAIR & MAINT	1,000	302	61	1,000	500	-	-
227.16.5227.52910 SUPPLIES - OFFICE	8,830	9,244	10,288	7,000	7,000	-	-
<b>Unappropriated</b>	-	-	-	<b>90,312</b>	<b>120,326</b>	-	-
227.99.9227.59227 COMM CORR - UNAPPROPRIATED	-	-	-	90,312	120,326	-	-



# EMPLOYEE AND ADMIN SERVICES

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

This department includes the County Commissioners, their administrative staff, human resources and the finance department. Strong community involvement is a priority for County Commissioners, and administrative staff strives to offer outstanding customer service and transparency while utilizing technology to ease work load.

### FUND BALANCE / FISCAL HEALTH

YEAR	FTE	BUDGET	ACTUAL	VARIANCE	VARIANCE %
17/18	9.1	\$892,779	\$847,326	\$45,453	5%
18/19	9.1	\$950,953	\$910,777	\$40,176	4%
19/20	9.1	\$1,018,325	\$991,028	\$27,297	3%
20/21	9.1	\$1,048,499			

### SIGNIFICANT BUDGET CHANGES

No significant changes within the department specifically, however, with the plan to purchase and implement a new financial software system in FY21, the department will be looking for opportunities to improve processes and efficiencies.

### OPPORTUNITIES

Pursue grant writing, enhancements from state funding, engage in advocacy at the state level, implementation of new financial software.

### CAPITAL NEEDS

Potential remodel of County Commission board room  
New financial software.

### EXTRAORDINARY ISSUES

Armory site property development. COVID-19 has an indirect impact with nearly all staff working remotely and managing the financial challenges for the County as the shutdown continues.

Fund Name	101 - General Fund
Dept Name	17 - Administrative Services
Division (Subdept) Name	5118 - Employee & Administrative Services

Row Labels	Data						
	2018 Actual	2019 Actual	2020 Projected	2020 Revised Budget	2021 Proposed	2021 Approved Budget	2021 Adopted Budget
<b>Resource</b>							
<b>Revenue</b>	<b>7,085</b>	<b>2,673</b>	<b>8,595</b>	<b>1,150</b>	<b>1,150</b>	-	-
101.17.5118.411.158 LE TEST FEES	75	138	100	-	-	-	-
101.17.5118.419.439 CIS GRANT	750	1,200	-	-	-	-	-
101.17.5118.421.241 MISC RECEIPTS	20	106	8,495	100	100	-	-
101.17.5118.421.242 PHOTO/DIGITAL COPY FEES	17	10	-	50	50	-	-
101.17.5118.421.245 PAYROLL REIMBURSEMENT	3,863	-	-	-	-	-	-
101.17.5118.421.268 MISC REIMBURSEMENT	2,360	1,219	-	1,000	1,000	-	-
<b>Requirement</b>							
<b>Personnel</b>	<b>763,481</b>	<b>828,922</b>	<b>899,009</b>	<b>918,507</b>	<b>935,681</b>	-	-
101.17.5118.51004 ADMIN ASSISTANT	48,730	51,196	54,103	54,096	54,103	-	-
101.17.5118.51024 OFFICE SPECIALIST II	11,115	-	-	-	-	-	-
101.17.5118.51050 FINANCE DIRECTOR	94,835	96,731	101,724	101,736	103,758	-	-
101.17.5118.51051 TREASURER	6,288	6,509	25,665	5,448	33,630	-	-
101.17.5118.51053 ACCOUNTING CLERK	58,983	73,320	77,918	78,144	76,183	-	-
101.17.5118.51106 OFFICE MANAGER	37,741	35,347	40,413	39,216	41,593	-	-
101.17.5118.51321 HUMAN RESOURCE MANAGER	62,725	78,876	83,354	83,352	85,438	-	-
101.17.5118.51325 ADMINISTRATIVE OFFICER	137,295	140,815	147,018	147,024	150,788	-	-
101.17.5118.51326 PAYROLL/HR GENERALIST	45,619	43,282	46,148	46,032	47,171	-	-
101.17.5118.51337 FINANCE MANAGER	56,112	67,627	68,121	72,504	75,140	-	-
101.17.5118.51620 VEHICLE ALLOWANCE	6,480	6,750	6,935	6,960	6,900	-	-
101.17.5118.51621 CELL PHONE ALLOWANCE	600	600	600	600	600	-	-
101.17.5118.51622 STIPEND	11	499	-	-	-	-	-
101.17.5118.51680 VACATION CASH OUT	948	-	-	-	-	-	-
101.17.5118.51681 COMP/HOLIDAY BANK CASHOUT	439	821	-	-	-	-	-
101.17.5118.51701 FICA	43,905	43,617	46,933	46,032	48,712	-	-
101.17.5118.51705 WORKERS' COMPENSATION	1,976	2,027	1,543	2,291	2,263	-	-
101.17.5118.51721 PERS	58,775	68,829	82,776	109,675	83,265	-	-
101.17.5118.51729 HEALTH INSURANCE	83,208	103,546	107,401	116,489	117,592	-	-
101.17.5118.51730 DENTAL INSURANCE	4,900	5,500	5,354	5,732	5,491	-	-
101.17.5118.51732 LONG TERM DISABILITY	2,567	2,791	2,773	2,933	2,814	-	-
101.17.5118.51733 LIFE INSURANCE	229	239	230	243	240	-	-
<b>Materials &amp; Services</b>	<b>83,310</b>	<b>81,855</b>	<b>92,019</b>	<b>99,818</b>	<b>112,818</b>	-	-
101.17.5118.52105 COPYING & PRINTING	45	204	-	50	50	-	-

Fund Name	101 - General Fund
Dept Name	17 - Administrative Services
Division (Subdept) Name	5118 - Employee & Administrative Services

Row Labels	Data						
	2018 Actual	2019 Actual	2020 Projected	2020 Revised Budget	2021 Proposed	2021 Approved Budget	2021 Adopted Budget
101.17.5118.52111 DUES & SUBSCRIPTIONS	3,905	3,647	3,392	4,198	4,198	-	-
101.17.5118.52115 LEGAL NOTICES & PUBLISHING	4,942	2,331	2,165	5,000	4,000	-	-
101.17.5118.52116 POSTAGE	24	454	1,654	-	-	-	-
101.17.5118.52122 TELEPHONE	2,059	2,556	2,119	2,700	2,700	-	-
101.17.5118.52307 HEALTH PROGRAMS	824	631	757	2,000	2,000	-	-
101.17.5118.52329 LE TESTS	332	-	-	-	-	-	-
101.17.5118.52337 PRE-EMPLOYMENT TESTING	884	1,148	902	800	800	-	-
101.17.5118.52363 TESTING & CERTIFICATIONS	695	1,202	799	720	720	-	-
101.17.5118.52401 CONTRACTED SERVICES	23,792	5,664	2,543	30,000	30,000	-	-
101.17.5118.52651 EQUIPMENT - REPAIR & MAINTENANCE	-	-	323	450	450	-	-
101.17.5118.52701 TRAINING & EDUCATION	2,909	2,142	18,189	10,000	15,300	-	-
101.17.5118.52711 MEALS LODGING & REGISTRATION	31,546	49,392	48,865	33,200	41,900	-	-
101.17.5118.52731 TRAVEL & MILEAGE	1,605	2,704	3,773	5,000	5,000	-	-
101.17.5118.52910 SUPPLIES - OFFICE	9,667	9,312	6,168	5,500	5,500	-	-
101.17.5118.52911 SUPPLIES - PRINTED	81	475	370	200	200	-	-
101.17.5118.52914 SUPPLIES - COMPUTER	-	24	-	-	-	-	-
101.17.5118.52999 CASH OVER/SHORT	-	(31)	-	-	-	-	-

Fund Name	101 - General Fund
Dept Name	17 - Administrative Services
Division (Subdept) Name	5116 - County Commission

Row Labels	Data						
	2018 Actual	2019 Actual	2020 Projected	2020 Revised Budget	2021 Proposed	2021 Approved Budget	2021 Adopted Budget
<b>Requirement</b>							
<b>Personnel</b>	<b>207,681</b>	<b>213,894</b>	<b>229,070</b>	<b>233,643</b>	<b>239,128</b>	-	-
101.17.5116.51001 COMMISSIONER	42,182	43,659	47,680	47,688	47,680	-	-
101.17.5116.51002 COMMISSIONER	42,182	44,320	47,680	47,688	47,680	-	-
101.17.5116.51003 COMMISSIONER	42,182	43,659	47,680	47,688	47,680	-	-
101.17.5116.51620 VEHICLE ALLOWANCE	19,440	20,355	20,804	20,880	20,700	-	-
101.17.5116.51621 CELL PHONE ALLOWANCE	1,800	1,809	1,800	1,800	1,800	-	-
101.17.5116.51622 STIPEND	-	998	-	-	-	-	-
101.17.5116.51701 FICA	11,272	11,808	12,633	12,641	12,626	-	-
101.17.5116.51705 WORKERS' COMPENSATION	288	283	220	318	298	-	-
101.17.5116.51721 PERS	21,104	19,341	21,457	23,414	28,407	-	-
101.17.5116.51729 HEALTH INSURANCE	24,444	25,096	26,536	28,776	29,574	-	-
101.17.5116.51730 DENTAL INSURANCE	2,022	1,837	1,785	1,911	1,851	-	-
101.17.5116.51732 LONG TERM DISABILITY	682	652	718	758	751	-	-
101.17.5116.51733 LIFE INSURANCE	83	77	77	81	81	-	-

# FACILITIES

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

Facilities supports the operation of every service provider occupying County buildings, providing remedial and preventative upkeep of grounds, buildings, and systems.

### FUND BALANCE / FISCAL HEALTH

YEAR	FTE	BUDGET	ACTUAL	VARIANCE	VARIANCE %
17/18	4	\$914,088	\$670,240	\$243,848	37%
18/19	4	\$1,639,338	\$633,900	\$1,005,438	61%
19/20	4	\$2,132,849	\$651,430	\$1,481,419	69%
20/21	4	\$1,452,606			

### SIGNIFICANT BUDGET CHANGES

The courthouse entrance stairways on both Washington and 5<sup>th</sup> St., will be renovated.

Expected forward progress on design/remodel of Public Works/Planning/Bldg. Codes Facility

Evaluation of Courthouse 1<sup>st</sup> floor remodel ongoing

### OPPORTUNITIES

The facilities department is exploring opportunities involving rental antenna space as well as for vacant Annex A and Annex C space.

### CAPITAL NEEDS

Ongoing Capital Improvement Plan development to identify and plan for preventative maintenance and equipment replacement

### EXTRAORDINARY ISSUES

Covid-19 Impacts

Fund Name	101 - General Fund
Dept Name	17 - Administrative Services
Division (Subdept) Name	5121 - Facilities

Row Labels	Data						
	2018 Actual	2019 Actual	2020 Projected	2020 Revised Budget	2021 Proposed	2021 Approved Budget	2021 Adopted Budget
<b>Resource</b>							
<b>Revenue</b>	<b>252,808</b>	<b>301,987</b>	<b>255,431</b>	<b>222,525</b>	<b>209,201</b>	-	-
101.17.5121.414.325 VOIP PHONE SYST REIMB	10,800	10,800	17,844	17,844	17,844	-	-
101.17.5121.415.353 JANITORIAL-ROAD DEPT	1,255	2,761	-	-	-	-	-
101.17.5121.418.400 RENT-911 COMMUNICATIONS	15,106	15,363	15,363	15,363	15,886	-	-
101.17.5121.418.401 RENT	-	12,500	17,613	-	-	-	-
101.17.5121.418.406 RENT-OR YOUTH AUTHORITY	13,747	14,125	15,764	11,662	15,021	-	-
101.17.5121.418.407 CELL TOWER LEASE	61,238	63,387	67,017	62,118	68,222	-	-
101.17.5121.418.408 RENT-CENTER FOR LIVING	54,589	54,589	14,139	14,139	-	-	-
101.17.5121.418.410 RENT-COMMUNITY CORRECTIONS	50,000	68,328	68,328	68,328	68,328	-	-
101.17.5121.418.411 RENT-CFL ANNEX C	35,303	36,683	9,171	9,171	-	-	-
101.17.5121.418.413 BUILDING CODES SPACE	4,995	16,390	20,400	20,400	20,400	-	-
101.17.5121.421.241 MISC RECEIPTS	635	90	6,380	-	-	-	-
101.17.5121.421.252 CIR CT LONG DIST REIMB	5,140	6,971	3,412	3,500	3,500	-	-
<b>Requirement</b>							
<b>Personnel</b>	<b>287,843</b>	<b>294,253</b>	<b>317,065</b>	<b>319,549</b>	<b>327,701</b>	-	-
101.17.5121.51329 FACILITIES OP MGR	65,135	66,492	82,957	70,272	84,657	-	-
101.17.5121.51330 FACILITIES TECH III	49,446	49,446	52,190	50,976	49,446	-	-
101.17.5121.51336 FACILITIES TECH II	43,442	43,442	44,789	44,784	44,789	-	-
101.17.5121.51338 TECH I	28,025	28,667	31,541	30,024	32,330	-	-
101.17.5121.51602 OVERTIME	-	357	-	360	350	-	-
101.17.5121.51621 CELL PHONE ALLOWANCE	600	600	379	600	-	-	-
101.17.5121.51680 VACATION CASH OUT	-	-	223	-	-	-	-
101.17.5121.51681 COMP/HOLIDAY BANK CASHOUT	78	-	-	-	-	-	-
101.17.5121.51701 FICA	12,787	12,973	14,532	13,541	14,242	-	-
101.17.5121.51705 WORKERS' COMPENSATION	3,627	3,651	2,869	4,245	4,487	-	-
101.17.5121.51721 PERS	30,557	31,293	28,456	43,096	28,767	-	-
101.17.5121.51729 HEALTH INSURANCE	50,321	53,636	55,637	57,957	64,977	-	-
101.17.5121.51730 DENTAL INSURANCE	2,712	2,591	2,380	2,547	2,468	-	-
101.17.5121.51732 LONG TERM DISABILITY	1,002	997	1,010	1,039	1,080	-	-
101.17.5121.51733 LIFE INSURANCE	111	108	102	108	108	-	-
<b>Materials &amp; Services</b>	<b>362,500</b>	<b>350,336</b>	<b>324,449</b>	<b>401,300</b>	<b>362,905</b>	-	-
101.17.5121.52122 TELEPHONE	43	25	75	-	-	-	-
101.17.5121.52124 UNIFORMS	486	233	214	500	1,200	-	-
101.17.5121.52305 ELEVATOR EXPENSES	4,329	4,165	4,989	4,400	4,400	-	-

Fund Name	101 - General Fund
Dept Name	17 - Administrative Services
Division (Subdept) Name	5121 - Facilities

Row Labels	Data						
	2018 Actual	2019 Actual	2020 Projected	2020 Revised Budget	2021 Proposed	2021 Approved Budget	2021 Adopted Budget
101.17.5121.52330 LONG DISTANCE - CIRCUIT COURT	4,202	4,519	3,919	3,500	3,500	-	-
101.17.5121.52348 SPECIAL PROJECTS	11,902	3,792	16,405	20,000	20,000	-	-
101.17.5121.52401 CONTRACTED SERVICES	78,144	87,731	76,397	83,000	85,490	-	-
101.17.5121.52601 EQUIPMENT - NON CAPITAL	2,821	2,601	5,539	3,000	3,000	-	-
101.17.5121.52611 FURNITURE - NON CAPITAL	5,120	1,790	147	2,000	2,000	-	-
101.17.5121.52631 SAFETY EQUIPMENT & SUPPLIES	586	1,096	2,205	600	1,000	-	-
101.17.5121.52651 EQUIPMENT - REPAIR & MAINTENANCE	797	427	611	500	500	-	-
101.17.5121.52656 GAS & OIL	4,333	5,699	4,251	4,000	4,000	-	-
101.17.5121.52657 VEHICLE - REPAIR & MAINTENANCE	3,192	3,395	2,859	1,500	2,200	-	-
101.17.5121.52711 MEALS LODGING & REGISTRATION	942	581	-	800	5,480	-	-
101.17.5121.52813 BLDG REPAIR & MAINT - ANNEX B	8,062	2,000	1,993	2,000	2,000	-	-
101.17.5121.52814 BLDG REPAIR & MAINT - MUSEUM	-	-	49	-	-	-	-
101.17.5121.52815 BLDG REPAIR & MAINT - ANNEX A	10,200	43,855	6,427	10,000	10,000	-	-
101.17.5121.52816 BLDG REPAIR & MAINT - YOUTH SERV	2,312	753	2,726	2,000	2,000	-	-
101.17.5121.52817 BLDG REPAIR & MAINT - COURTHOUSE	31,471	25,213	39,687	106,500	53,000	-	-
101.17.5121.52819 BUILDING R&M - WALNUT ST	8,877	-	-	-	-	-	-
101.17.5121.52820 BLDG REPAIR & MAINT - OLD SHOPS	35	1,305	-	2,000	2,000	-	-
101.17.5121.52821 BUILDING R&M - 911	-	189	12	-	-	-	-
101.17.5121.52824 BUILDING R&M - 610 COURT ST	30	339	6,621	4,000	2,000	-	-
101.17.5121.52825 BLDG REPAIR & MAINT - 606 COURT ST	440	442	389	500	1,700	-	-
101.17.5121.52828 BLDG REPAIR & MAINT - ANNEX C	3,361	4,502	5,791	4,000	5,000	-	-
101.17.5121.52829 BLDG REPAIR & MAINT - HARDING HOUSE	38,129	4,980	6,057	3,500	4,860	-	-
101.17.5121.52834 BLDG REPAIR & MAINT - PUBLIC WORKS	8,266	12,308	10,330	25,600	18,000	-	-
101.17.5121.52851 JANITORIAL - CARPETS	877	360	447	1,500	1,500	-	-
101.17.5121.52861 MAINTENANCE - GROUNDS	1,250	1,215	642	1,500	2,225	-	-
101.17.5121.52871 UTILITIES - ANNEX A & B	27,091	27,536	24,264	25,000	27,000	-	-
101.17.5121.52872 UTILITIES - COURTHOUSE	42,928	45,078	43,061	35,000	40,000	-	-
101.17.5121.52874 UTILITIES - ANNEX C	13,065	14,746	13,091	12,000	12,000	-	-
101.17.5121.52875 UTILITIES - OBARR	7,184	7,659	5,936	6,250	7,000	-	-
101.17.5121.52876 UTILITIES - OLD SHOPS	5,779	6,680	4,652	4,800	4,800	-	-
101.17.5121.52880 UTILITIES - TELEPHONE	24,771	24,198	23,412	21,500	24,000	-	-
101.17.5121.52881 UTILITIES - WALNUT ST	960	12	-	-	-	-	-
101.17.5121.52884 UTILITIES - HARDING HOUSE	2,648	4,438	4,049	2,800	3,500	-	-
101.17.5121.52919 SUPPLIES - EQUIPMENT	773	1,253	963	1,100	1,100	-	-
101.17.5121.52925 SUPPLIES - JANITORIAL - ANNEX	2,421	2,013	1,749	2,500	2,500	-	-

Fund Name	101 - General Fund
Dept Name	17 - Administrative Services
Division (Subdept) Name	5121 - Facilities

Row Labels	Data						
	2018 Actual	2019 Actual	2020 Projected	2020 Revised Budget	2021 Proposed	2021 Approved Budget	2021 Adopted Budget
101.17.5121.52926 SUPPLIES - JANITORIAL - CITY BLDGS	40	129	-	-	-	-	-
101.17.5121.52927 SUPPLIES - JANITORIAL - COURTHOUSE	2,655	2,291	2,522	2,000	2,500	-	-
101.17.5121.52934 SUPPLIES - ADMINISTRATION	1,285	351	258	450	450	-	-
101.17.5121.52939 SUPPLIES - SECURITY	693	437	1,710	1,000	1,000	-	-
<b>Capital</b>	<b>19,900</b>	<b>12,465</b>	<b>9,916</b>	<b>1,412,000</b>	<b>762,000</b>	-	-
101.17.5121.53101 BUILDINGS	19,900	12,465	-	1,400,000	750,000	-	-
101.17.5121.53301 EQUIPMENT - CAPITAL	-	-	9,916	12,000	12,000	-	-



# INFORMATION SERVICES

## GENERAL FUND (101) ADMIN SERVICES (17) INFORMATION SERVICES (5113)

Information Services supports the internal electronic operational needs of the County. Additionally, services are provided to North Central Health District.

### FUND BALANCE / FISCAL HEALTH

YEAR	FTE	BUDGET	ACTUAL	VARIANCE	VARIANCE %
17/18	6	\$998,708	\$841,591	\$157,117	16%
18/19	6	\$1,044,918	\$974,870	\$70,048	7%
19/20	5	\$1,024,526	\$915,416	\$109,110	11%
20/21	5	\$1,040,351			

### SIGNIFICANT BUDGET CHANGES

None.

### OPPORTUNITIES

Two new systems are planned to be implemented in FY21 – this will provide an opportunity to improve processes, security and flexibility of the systems.

### CAPITAL NEEDS

Two new systems are planned to be implement – Assessing & Finance

### EXTRAORDINARY ISSUES

COVID-19 has impacted the use of technology in the County and may have brought some permanent changes. The implementation of new Financial and Assessing software will use much of the bandwidth of the department.

Fund Name	101 - General Fund
Dept Name	17 - Administrative Services
Division (Subdept) Name	5113 - Information Services

Row Labels	Data						
	2018 Actual	2019 Actual	2020 Projected	2020 Revised Budget	2021 Proposed	2021 Approved Budget	2021 Adopted Budget
<b>Resource</b>							
<b>Revenue</b>	<b>123,246</b>	<b>102,874</b>	<b>100,921</b>	<b>99,250</b>	<b>99,250</b>	-	-
101.17.5113.411.159 MAP PRODUCTION FEES	5,563	5,057	4,521	4,000	4,000	-	-
101.17.5113.411.163 MAP PRODUCTION FEES-SHERMAN COUNTY	5,995	363	4,686	750	750	-	-
101.17.5113.411.165 RECORDING FEES	72,099	63,473	56,816	56,000	56,000	-	-
101.17.5113.411.197 RECORDING FEES - SHERMAN COUNTY	4,589	4,731	3,662	3,500	3,500	-	-
101.17.5113.414.304 COMPUTER & DATA SERVICES	5,000	-	2,461	5,000	5,000	-	-
101.17.5113.414.312 CITY OF THE DALLES	12,000	12,000	12,000	12,000	12,000	-	-
101.17.5113.414.313 N WASCO PUD	6,000	6,000	6,000	6,000	6,000	-	-
101.17.5113.414.315 WASCO FIRE & RESCUE	6,000	6,000	6,000	6,000	6,000	-	-
101.17.5113.414.346 REMOTE ACCESS SERVICES	6,000	5,250	4,775	6,000	6,000	-	-
<b>Requirement</b>							
<b>Personnel</b>	<b>467,336</b>	<b>499,894</b>	<b>453,923</b>	<b>505,083</b>	<b>475,467</b>	-	-
101.17.5113.51270 GIS COORDINATOR	63,389	63,389	65,354	65,352	65,354	-	-
101.17.5113.51271 GIS ANALYST	46,709	47,876	57,324	56,300	57,620	-	-
101.17.5113.51322 INFORMATION SYSTEMS DIRECTOR	80,848	82,869	87,606	87,576	89,763	-	-
101.17.5113.51323 DATABASE ADMINISTRATOR/PROGRAMMER	55,457	57,681	64,568	61,512	67,904	-	-
101.17.5113.51328 INFORMATION SERVICES TECH	77,503	82,696	45,050	51,504	47,619	-	-
101.17.5113.51602 OVERTIME	152	588	-	312	300	-	-
101.17.5113.51621 CELL PHONE ALLOWANCE	950	1,200	1,168	1,200	1,200	-	-
101.17.5113.51680 VACATION CASH OUT	-	5,985	-	-	-	-	-
101.17.5113.51681 COMP/HOLIDAY BANK CASHOUT	25	265	-	-	-	-	-
101.17.5113.51701 FICA	23,157	24,193	23,219	23,085	23,917	-	-
101.17.5113.51705 WORKERS' COMPENSATION	1,441	1,289	998	1,621	1,541	-	-
101.17.5113.51721 PERS	44,470	48,515	45,827	65,376	49,001	-	-
101.17.5113.51729 HEALTH INSURANCE	67,580	77,640	58,381	85,554	66,380	-	-
101.17.5113.51730 DENTAL INSURANCE	3,788	3,780	2,774	3,821	3,085	-	-
101.17.5113.51732 LONG TERM DISABILITY	1,710	1,770	1,535	1,708	1,648	-	-
101.17.5113.51733 LIFE INSURANCE	157	158	119	162	135	-	-
<b>Materials &amp; Services</b>	<b>341,359</b>	<b>345,947</b>	<b>425,779</b>	<b>416,443</b>	<b>474,884</b>	-	-
101.17.5113.52111 DUES & SUBSCRIPTIONS	-	700	900	600	600	-	-
101.17.5113.52115 LEGAL NOTICES & PUBLISHING	397	-	-	-	-	-	-
101.17.5113.52122 TELEPHONE	1,776	1,812	2,063	2,700	2,700	-	-
101.17.5113.52401 CONTRACTED SERVICES	39,942	38,475	79,397	44,138	93,901	-	-
101.17.5113.52501 COMPUTER REPLACEMENTS	43,851	45,238	87,279	77,300	63,400	-	-
101.17.5113.52502 NETWORK COMPONENTS	7,421	55	3,391	6,000	6,000	-	-

Fund Name	101 - General Fund
Dept Name	17 - Administrative Services
Division (Subdept) Name	5113 - Information Services

Row Labels	Data						
	2018 Actual	2019 Actual	2020 Projected	2020 Revised Budget	2021 Proposed	2021 Approved Budget	2021 Adopted Budget
101.17.5113.52503 NETWORK CONNECTIVITY	30,487	33,288	33,823	35,400	40,560	-	-
101.17.5113.52504 PC EQUIPMENT/TOOLS	173	62	-	250	250	-	-
101.17.5113.52505 PRINTERS	-	470	-	1,500	1,500	-	-
101.17.5113.52506 COMPUTER COMPONENTS	1,453	316	1,165	1,500	1,500	-	-
101.17.5113.52510 COMPUTER SOFTWARE	21,434	26,816	6,334	27,500	38,500	-	-
101.17.5113.52512 COMPUTER SOFTWARE - GIS	250	250	-	575	575	-	-
101.17.5113.52518 COMPUTER SUPPORT	140,045	147,780	149,871	163,750	167,818	-	-
101.17.5113.52527 COMPUTER MAINT POOL	816	4,349	661	500	500	-	-
101.17.5113.52541 ELECTRONIC EQUIP DISPOSAL	14	7	-	100	100	-	-
101.17.5113.52601 EQUIPMENT - NON CAPITAL	8,557	4,212	19,969	4,950	4,950	-	-
101.17.5113.52656 GAS & OIL	647	788	661	750	750	-	-
101.17.5113.52658 COPIER - LEASE & MAINTENANCE	30,363	27,675	27,686	32,880	32,880	-	-
101.17.5113.52701 TRAINING & EDUCATION	7,193	2,696	1,233	5,000	5,000	-	-
101.17.5113.52711 MEALS LODGING & REGISTRATION	4,391	7,233	7,951	7,750	9,300	-	-
101.17.5113.52731 TRAVEL & MILEAGE	1,106	1,801	1,861	1,900	2,700	-	-
101.17.5113.52910 SUPPLIES - OFFICE	1,043	1,640	1,534	1,400	1,400	-	-
101.17.5113.52933 SUPPLIES - OFFICE - PLOTTING	-	284	-	-	-	-	-
<b>Capital</b>	<b>32,896</b>	<b>129,029</b>	<b>35,714</b>	<b>103,000</b>	<b>90,000</b>	-	-
101.17.5113.53307 EQUIPMENT - COMPUTER	32,896	71,518	15,122	13,000	-	-	-
101.17.5113.53502 SOFTWARE	-	57,511	20,592	90,000	90,000	-	-

Fund Name 101 - General Fund  
 Dept Name (Multiple Items)  
 Division (Subdept) Name (All)

Row Labels			Data	2018 Actual	2019 Actual	2020 Projected	2020 Revised Budget	2021 Proposed	2021 Approved Budget	2021 Adopted Budget
<b>Resource</b>										
<b>Revenue</b>				<b>19,050,128</b>	<b>20,496,323</b>	<b>21,814,011</b>	<b>21,522,922</b>	<b>21,920,156</b>	-	-
101.00.1101.400.000	BEGINNING FUND BALANCE			-	-	8,268,204	7,878,296	8,171,431	-	-
101.00.1101.400.101	BEGINNING FUND BALANCE			7,200,343	7,628,451	-	-	-	-	-
101.00.1101.410.102	CURRENT TAXES			8,680,798	9,182,912	9,663,636	9,663,636	10,001,863	-	-
101.00.1101.410.103	PRIOR YEARS TAXES			315,227	395,771	280,000	280,000	280,000	-	-
101.00.1101.410.116	PILT			109,764	108,749	102,585	30,000	50,000	-	-
101.00.1101.411.155	LANDFILL LICENSE FEE			111,346	114,365	95,384	118,021	119,920	-	-
101.00.1101.411.171	SOLID WASTE HOST FEE			1,096,132	1,175,784	1,181,802	1,128,000	1,296,000	-	-
101.00.1101.411.194	FRANCHISE FEES			30,504	32,910	32,259	32,259	33,645	-	-
101.00.1101.412.609	AD VAL (RR CAR) TAX			12,821	18,473	14,480	13,000	14,000	-	-
101.00.1101.412.611	AMUSEMENT TAX			2,015	6,042	6,795	4,000	6,000	-	-
101.00.1101.412.612	ASSESS/TAX FUNDING			195,925	170,316	192,740	192,740	197,224	-	-
101.00.1101.412.622	CIGARETTE TAX			22,907	21,522	23,426	23,426	21,612	-	-
101.00.1101.412.623	FR CO-OPS IN LIEU OF TAX			123,777	132,453	132,315	136,427	132,315	-	-
101.00.1101.412.646	LIQUOR TAX			147,893	140,856	174,224	158,328	167,352	-	-
101.00.1101.412.667	TIMBER SEVERANCE OFFSET			631	-	1,010	150	1,000	-	-
101.00.1101.412.672	VIDEO POKER-ECONOMIC DEV			-	3,586	231,528	200,000	255,372	-	-
101.00.1101.412.701	MARIJUANA TAX DISTRIBUTION			187,982	92,059	113,133	88,240	111,840	-	-
101.00.1101.413.885	TAYLOR GRAZING FUNDS - #15.227			3,262	2,936	3,200	3,200	3,200	-	-
101.00.1101.417.104	INTEREST EARNED			129,092	290,151	237,432	197,856	225,000	-	-
101.00.1101.417.105	UNSEG TAX INTEREST EARNED			52	203	72	200	200	-	-
101.00.1101.417.107	MARK TO MARKET - UNREALIZED GAIN/LOSS			(80,895)	84,682	18,651	-	-	-	-
101.00.1101.418.404	RENT - OFFICE			8,800	8,800	8,800	8,800	8,800	-	-
101.00.1101.418.409	BN RR LEASE			3,000	3,047	3,046	3,046	3,122	-	-
101.00.1101.421.241	MISC RECEIPTS			59,065	53,521	19,846	2,000	2,000	-	-
101.00.1101.421.244	RETURNED CHECK CHARGE			645	500	525	525	525	-	-
101.00.1101.421.263	MISC REVENUE			6,414	14,087	1,201	-	-	-	-
101.00.1101.421.273	COLUMBIA BASIN NURSING HOME PAYMENTS			40,000	40,000	40,000	40,000	40,000	-	-
101.00.1101.421.276	ADMINISTRATIVE SERVICES			137,652	184,147	210,058	105,501	215,309	-	-
101.00.1101.450.150	TRANSFER IN FROM BUILDING CODES GENERAL			-	-	132,398	250,000	-	-	-
101.00.1101.450.160	TRANSFER IN FROM BUILDING CODES ELECTRIC			-	-	37,679	250,000	-	-	-
101.00.1101.450.205	TRANSFER FROM LAND CORNER FUND			2,500	-	-	-	-	-	-
101.00.1101.450.206	TRANSFER FROM FOREST HEALTH FUND			-	-	-	119,459	162,426	-	-
101.00.1101.450.208	TRANSFER FROM ECONOMIC DEVELOPMENT FUND			500,676	590,000	475,812	475,812	400,000	-	-
101.00.1101.450.210	TRANSFER FROM DISTRICT ATTORNEY FUND			1,800	-	-	-	-	-	-
101.00.1101.450.232	TRANSFER FROM CHILDREN & FAMILY FUND			-	-	111,770	120,000	-	-	-
<b>Requirement</b>										
<b>Transfer</b>				<b>2,456,354</b>	<b>3,445,918</b>	<b>3,624,162</b>	<b>3,624,162</b>	<b>2,639,645</b>	-	-
101.99.9101.55203	TRANSFER TO COUNTY FAIR FUND			29,000	29,000	29,000	29,000	29,000	-	-

Fund Name	101 - General Fund
Dept Name	(Multiple Items)
Division (Subdept) Name	(All)

Row Labels	Data						
	2018 Actual	2019 Actual	2020 Projected	2020 Revised Budget	2021 Proposed	2021 Approved Budget	2021 Adopted Budget
101.99.9101.55211 TRANSFER TO MUSEUM FUND	17,500	17,500	17,500	17,500	17,500	-	-
101.99.9101.55220 TRANSFER TO 911 COMMUNICATIONS FUND	183,987	248,918	253,129	253,129	193,145	-	-
101.99.9101.55322 TRANSFER TO CAP ACQUISITION FUND	700,000	850,000	-	-	800,000	-	-
101.99.9101.55326 TRANSFER TO FACILITIES CAPITAL REPLACEME	700,000	1,150,000	-	-	800,000	-	-
101.99.9101.55327 TRANSFER TO OPERATING RESERVE	825,867	1,150,500	3,324,533	3,324,533	800,000	-	-
<b>Contingency</b>	-	-	-	<b>1,315,341</b>	<b>1,422,922</b>	-	-
101.99.9101.57101 CONTINGENCY	-	-	-	1,315,341	1,422,922	-	-
<b>Unappropriated</b>	-	-	-	<b>4,487,544</b>	<b>6,434,992</b>	-	-
101.99.9101.59101 UNAPPROPRIATED	-	-	-	4,487,544	6,434,992	-	-

Fund Name	101 - General Fund
Dept Name	18 - Administration
Division (Subdept) Name	5117 - Administration

Row Labels	Data						
	2018 Actual	2019 Actual	2020 Projected	2020 Revised Budget	2021 Proposed	2021 Approved Budget	2021 Adopted Budget
<b>Resource</b>							
<b>Revenue</b>	<b>25,912</b>	<b>17,822</b>	<b>19,693</b>	<b>25,200</b>	<b>22,000</b>	-	-
101.18.5117.420.451 VEHICLES SOLD	1,190	-	-	4,000	4,000	-	-
101.18.5117.421.240 CBNH REIMBURSEMENT	16,065	14,257	17,200	17,200	15,000	-	-
101.18.5117.421.246 POSTAGE REIMBURSEMENT	1,497	1,965	2,493	3,000	2,000	-	-
101.18.5117.421.267 LEGAL FEE REIMBURSEMENT	6,620	820	-	1,000	1,000	-	-
101.18.5117.421.268 MISC REIMBURSEMENT	540	780	-	-	-	-	-
<b>Requirement</b>							
<b>Personnel</b>	<b>3,576</b>	<b>2,193</b>	-	-	-	-	-
101.18.5117.51703 UNEMPLOYMENT INSURANCE	-	1,964	-	-	-	-	-
101.18.5117.51721 PERS	3,576	229	-	-	-	-	-
<b>Materials &amp; Services</b>	<b>438,225</b>	<b>450,851</b>	<b>534,824</b>	<b>534,520</b>	<b>552,660</b>	-	-
101.18.5117.52104 BANK CHARGES	(985)	3,869	22,924	4,000	25,895	-	-
101.18.5117.52112 INSURANCE - NURSING HOME	16,065	14,257	13,620	17,500	15,000	-	-
101.18.5117.52113 INSURANCE & BONDS	93,830	113,665	109,493	123,665	115,000	-	-
101.18.5117.52115 LEGAL NOTICES & PUBLISHING	5,017	775	1,990	9,000	5,000	-	-
101.18.5117.52116 POSTAGE	16,291	11,708	2,316	20,000	7,000	-	-
101.18.5117.52118 POSTAL PERMITS	-	235	294	235	245	-	-
101.18.5117.52125 BUDGET WORKSHOPS	-	-	-	600	-	-	-
101.18.5117.52325 LABOR/LEGAL COUNSEL	154,459	206,990	241,210	175,000	200,000	-	-
101.18.5117.52338 PRE-TAX CHECK FEES	1,275	1,249	502	1,300	1,300	-	-
101.18.5117.52348 SPECIAL PROJECTS	40,091	34,032	17,080	40,000	40,000	-	-
101.18.5117.52350 TAXES/PERMITS/ASSESSMENTS	665	665	-	800	800	-	-
101.18.5117.52360 BOPTA BOARD	628	-	1,206	-	-	-	-
101.18.5117.52370 MISC EXPENDITURES	1,520	545	869	-	-	-	-
101.18.5117.52374 SALARY PROVISIONS	36,379	-	19,505	38,000	38,000	-	-
101.18.5117.52401 CONTRACTED SERVICES	13,318	5,706	36,361	50,000	50,000	-	-
101.18.5117.52412 CONTR SRVCS - AUDIT CONTRACT	47,750	42,850	43,000	42,350	42,350	-	-
101.18.5117.52422 CONTR SRVCS - SHREDDING CONTRACT	1,785	2,016	2,029	3,000	3,000	-	-
101.18.5117.52652 MAIL MACHINE - LEASE & MAINT	3,381	3,829	4,689	4,070	4,070	-	-
101.18.5117.52663 VEHICLE - SET-UP	1,100	4,558	-	-	-	-	-
101.18.5117.52803 CO PROP-TAX/ASSMNT/EXP	5,167	3,422	17,180	5,000	5,000	-	-
101.18.5117.52999 CASH OVER/SHORT	489	480	556	-	-	-	-
<b>Capital</b>	<b>199,226</b>	<b>29</b>	<b>256,000</b>	<b>256,000</b>	<b>136,000</b>	-	-

Fund Name101 - General Fund

Dept Name18 - Administration

Division (Subdept) Name5117 - Administration

Row Labels	Data						
	2018	2019	2020	2020 Revised	2021	2021 Approved	2021 Adopted
	Actual	Actual	Projected	Budget	Proposed	Budget	Budget
101.18.5117.53201 VEHICLES	199,226	29	256,000	256,000	136,000	-	-

# PASS THROUGH GRANTS

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

Wasco County serves as the fiscal agent for several pass-through grants. This allows other agencies to provide additional services, such as The Link and Dial-A-Ride. These services are provided primarily via Mid Columbia Economic Development District and Mid Columbia Center for Living.

### FUND BALANCE / FISCAL HEALTH

YEAR	FTE	BUDGET	ACTUAL	VARIANCE	VARIANCE %
17/18	0	\$171,885	\$190,930	\$(19,045)	(11)%
18/19	0	\$321,885	\$386,536	\$(64,651)	(20)%
19/20	0	\$825,594	\$825,594	\$0	0%
20/21	0	\$825,594			

### SIGNIFICANT BUDGET CHANGES

The budget is the same as the prior budget as no changes are planned currently.

### OPPORTUNITIES

N/A – all grants are purely pass through. Additional funding from the state, hence the total budget increase.

### CAPITAL NEEDS

None.

### EXTRAORDINARY ISSUES

COVID-19 could impact state funding – if it does this will decrease the flow through grand funding.



Fund Name	101 - General Fund
Dept Name	18 - Administration
Division (Subdept) Name	5128 - Pass-Through Grants

Row Labels	Data						
	2018 Actual	2019 Actual	2020 Projected	2020 Revised Budget	2021 Proposed	2021 Approved Budget	2021 Adopted Budget
<b>Resource</b>							
<b>Revenue</b>	<b>174,595</b>	<b>376,681</b>	<b>825,153</b>	<b>825,594</b>	<b>825,594</b>	-	-
101.18.5128.412.619 CFL ALCOHOL/DRUG	23,220	22,501	24,559	25,000	25,000	-	-
101.18.5128.412.645 STATE TRANSPORTATION BILL	-	-	639,925	639,925	639,925	-	-
101.18.5128.412.663 SPEC TRANSP TAX(MCEDD)	111,804	259,517	67,700	67,700	67,700	-	-
101.18.5128.413.927 ODOT-PUBLIC TRANSIT DIV. GRANT - #20.513	39,571	94,663	92,969	92,969	92,969	-	-
<b>Requirement</b>							
<b>Materials &amp; Services</b>	<b>190,930</b>	<b>386,536</b>	<b>825,594</b>	<b>825,594</b>	<b>825,594</b>	-	-
101.18.5128.52201 CENTER FOR LIVING	25,380	24,508	25,000	25,000	25,000	-	-
101.18.5128.52208 MCEDD - LINK	98,495	85,761	92,969	92,969	92,969	-	-
101.18.5128.52216 MCEDD SPEC TRANSP TAX	67,000	276,267	67,700	67,700	67,700	-	-
101.18.5128.52371 STATE TRANSPORTATION BILL	-	-	639,925	639,925	639,925	-	-
101.18.5128.52910 SUPPLIES - OFFICE	55	-	-	-	-	-	-

Fund Name	101 - General Fund
Dept Name	18 - Administration
Division (Subdept) Name	5135 - Norcor

Row Labels	Data						
	2018 Actual	2019 Actual	2020 Projected	2020 Revised Budget	2021 Proposed	2021 Approved Budget	2021 Adopted Budget
<b>Resource</b>							
<b>Revenue</b>	<b>34,250</b>	<b>34,573</b>	<b>34,572</b>	<b>34,572</b>	<b>34,572</b>	-	-
101.18.5135.413.876 JUVENILE CRIME PREV - #16.540	34,250	34,573	34,572	34,572	34,572	-	-
<b>Requirement</b>							
<b>Materials &amp; Services</b>	<b>1,044,684</b>	<b>924,530</b>	<b>1,526,092</b>	<b>1,499,390</b>	<b>1,646,908</b>	-	-
101.18.5135.52209 NORCOR - ADULT FACILITY	1,021,676	904,518	978,973	978,973	1,139,013	-	-
101.18.5135.52211 MEDICAL CARE - NORCOR	23,008	20,012	41,591	25,000	25,000	-	-
101.18.5135.52324 JUVENILE DETENTION	-	-	505,528	495,417	482,895	-	-

Fund Name	101 - General Fund
Dept Name	18 - Administration
Division (Subdept) Name	5159 - Special Payment

Row Labels	Data						
	2018 Actual	2019 Actual	2020 Projected	2020 Revised Budget	2021 Proposed	2021 Approved Budget	2021 Adopted Budget
<b>Requirement</b>							
<b>Materials &amp; Services</b>	<b>415,610</b>	<b>486,521</b>	<b>491,695</b>	<b>501,993</b>	<b>521,181</b>	-	-
101.18.5159.52106 DUES - ASSOC OREGON COUNTIES	14,957	24,577	20,396	30,000	30,000	-	-
101.18.5159.52107 DUES - CHAMBER	768	738	588	775	775	-	-
101.18.5159.52108 DUES - MCEDD	5,028	5,531	6,134	6,031	6,734	-	-
101.18.5159.52110 DUES - NACO	504	504	-	550	550	-	-
101.18.5159.52201 CENTER FOR LIVING	27,100	27,200	27,240	27,300	27,400	-	-
101.18.5159.52214 SIX RIVERS MEDIATION	5,000	5,000	5,000	5,000	5,000	-	-
101.18.5159.52215 WILDLIFE CONTROL	5,893	8,081	5,000	5,000	10,565	-	-
101.18.5159.52229 NORTH CENTRAL PUBLIC HEALTH DEPARTMENT	356,360	414,890	427,337	427,337	440,157	-	-

Fund Name	101 - General Fund
Dept Name	18 - Administration
Division (Subdept) Name	5153 - Veterans

Row Labels	Data						
	2018 Actual	2019 Actual	2020 Projected	2020 Revised Budget	2021 Proposed	2021 Approved Budget	2021 Adopted Budget
<b>Resource</b>							
<b>Revenue</b>	<b>92,644</b>	<b>89,039</b>	<b>90,944</b>	<b>87,944</b>	<b>90,944</b>	-	-
101.18.5153.412.653 ODVA - BASE	10,440	10,440	69,678	69,678	69,678	-	-
101.18.5153.412.678 ODVA - SB 5629 (EXPANSION)	77,504	78,599	18,266	18,266	18,266	-	-
101.18.5153.412.681 STATE GRANT/REIMBURSEMENT	-	-	-	-	3,000	-	-
101.18.5153.421.241 MISC RECEIPTS	4,700	-	3,000	-	-	-	-
101.18.5153.421.300 COUNTY BASE VET FUNDING	-	-	17,736	17,736	17,736	-	-
101.18.5153.421.301 COUNTY BASE CONTRA ACCOUNT	-	-	(17,736)	(17,736)	(17,736)	-	-
101.18.5153.421.302 OTHER COUNTY FUNDING VETS	-	-	36,919	36,919	50,236	-	-
101.18.5153.421.303 OTHER COUNTY FUND VETS CONTRA	-	-	(36,919)	(36,919)	(50,236)	-	-
<b>Requirement</b>							
<b>Personnel</b>	<b>127,321</b>	<b>124,030</b>	<b>129,184</b>	<b>136,037</b>	<b>132,028</b>	-	-
101.18.5153.51570 VETERANS SERVICE OFFICER	100,344	102,852	107,044	108,336	109,776	-	-
101.18.5153.51602 OVERTIME	76	448	-	-	-	-	-
101.18.5153.51701 FICA	7,682	7,903	8,189	8,288	8,398	-	-
101.18.5153.51705 WORKERS' COMPENSATION	137	123	94	151	128	-	-
101.18.5153.51721 PERS	11,568	12,106	13,269	18,634	13,107	-	-
101.18.5153.51729 HEALTH INSURANCE	6,358	-	-	-	-	-	-
101.18.5153.51730 DENTAL INSURANCE	560	-	-	-	-	-	-
101.18.5153.51732 LONG TERM DISABILITY	540	544	537	574	565	-	-
101.18.5153.51733 LIFE INSURANCE	56	54	51	54	54	-	-
<b>Materials &amp; Services</b>	<b>15,887</b>	<b>16,389</b>	<b>17,496</b>	<b>21,648</b>	<b>26,888</b>	-	-
101.18.5153.52111 DUES & SUBSCRIPTIONS	1,488	2,106	2,132	2,087	1,797	-	-
101.18.5153.52116 POSTAGE	-	76	347	-	500	-	-
101.18.5153.52122 TELEPHONE	585	705	689	700	700	-	-
101.18.5153.52126 RENT - VETERANS SERVICES	-	-	-	1	1	-	-
101.18.5153.52348 SPECIAL PROJECTS	-	1,042	230	1,550	3,500	-	-
101.18.5153.52415 CONTR SRVCS - JANITORIAL	2,295	2,550	2,690	3,060	3,060	-	-
101.18.5153.52601 EQUIPMENT - NON CAPITAL	2,411	320	220	600	600	-	-
101.18.5153.52701 TRAINING & EDUCATION	-	144	-	800	480	-	-
101.18.5153.52711 MEALS LODGING & REGISTRATION	1,871	1,572	2,537	4,500	7,500	-	-
101.18.5153.52731 TRAVEL & MILEAGE	207	322	2,275	1,600	2,000	-	-
101.18.5153.52801 BLDG REPAIR & MAINT	1,088	455	105	750	750	-	-

Fund Name 101 - General Fund  
Dept Name 18 - Administration  
Division (Subdept) Name 5153 - Veterans

Row Labels	Data						
	2018 Actual	2019 Actual	2020 Projected	2020 Revised Budget	2021 Proposed	2021 Approved Budget	2021 Adopted Budget
101.18.5153.52870 UTILITIES	3,822	3,975	3,469	3,500	3,500	-	-
101.18.5153.52910 SUPPLIES - OFFICE	2,120	3,122	2,802	2,500	2,500	-	-

Fund Name	204 - County School Fund
Dept Name	(All)
Division (Subdept) Name	(All)

Row Labels	Data						
	2018 Actual	2019 Actual	2020 Projected	2020 Revised Budget	2021 Proposed	2021 Approved Budget	2021 Adopted Budget
<b>Resource</b>							
<b>Revenue</b>	<b>241,768</b>	<b>301,506</b>	<b>248,975</b>	<b>424,440</b>	<b>424,440</b>	-	-
204.00.1204.400.000 BEGINNING FUND BALANCE	-	-	85	200	200	-	-
204.00.1204.400.204 BEGINNING FUND BALANCE	-	7	-	-	-	-	-
204.00.1204.417.107 MARK TO MARKET - UNREALIZED GAIN/LOSS	-	1,480	79	-	-	-	-
204.18.5270.412.609 AD VAL RR CAR TAX	7,413	11,243	9,662	8,500	8,500	-	-
204.18.5270.412.634 ELECTRIC CO-OP TAX	61,889	66,127	66,058	70,000	70,000	-	-
204.18.5270.413.868 FEDERAL FOREST RECEIPTS - #10.665	171,216	221,297	171,783	345,365	345,365	-	-
204.18.5270.413.905 FLOOD CONTROL LEASES - #12.112	174	175	176	175	175	-	-
204.18.5270.417.104 INTEREST EARNED	1,076	1,177	1,132	200	200	-	-
<b>Requirement</b>							
<b>Materials &amp; Services</b>	<b>230,490</b>	<b>301,420</b>	<b>424,440</b>	<b>424,440</b>	<b>424,440</b>	-	-
204.18.5270.52203 DISTRIBUTE TO SCHOOLS	230,490	301,420	424,440	424,440	424,440	-	-

Fund Name	208 - Special Economic Development
Dept Name	(All)
Division (Subdept) Name	(All)

Row Labels	Data						
	2018 Actual	2019 Actual	2020 Projected	2020 Revised Budget	2021 Proposed	2021 Approved Budget	2021 Adopted Budget
<b>Resource</b>							
<b>Revenue</b>	<b>1,586,710</b>	<b>1,606,666</b>	<b>3,507,609</b>	<b>2,397,924</b>	<b>4,022,754</b>	-	-
208.00.1208.400.000 BEGINNING FUND BALANCE	-	-	238,666	254,699	659,391	-	-
208.00.1208.400.208 BEGINNING FUND BALANCE	379,953	343,694	-	-	-	-	-
208.00.1208.417.104 INTEREST EARNED	4,882	9,520	9,429	4,000	6,000	-	-
208.00.1208.417.107 MARK TO MARKET - UNREALIZED GAIN/LOSS	(3,957)	3,452	1,459	-	-	-	-
208.18.5207.412.672 VIDEO POKER-ECONOMIC DEV	155,832	200,000	-	-	-	-	-
208.18.5208.419.455 2005 TAX ABATEMENT DEC 2007 - 2022	250,000	250,000	250,000	250,000	250,000	-	-
208.18.5208.419.456 2013 TAX ABATEMENT DEC 2016 - 2031	800,000	800,000	800,000	800,000	800,000	-	-
208.18.5208.419.457 2015 TAX ABATEMENT (START - END TBD)	-	-	1,190,454	1,089,225	1,289,762	-	-
208.18.5208.419.458 INITIAL PAYMENT ABATEMENT AGREEMENT	-	-	1,017,601	-	1,017,601	-	-
<b>Requirement</b>							
<b>Materials &amp; Services</b>	<b>698,642</b>	<b>773,000</b>	<b>1,917,112</b>	<b>1,917,112</b>	<b>3,617,754</b>	-	-
208.18.5207.52232 DISTRIBUTED TO WASCO	-	-	(719,030)	(719,030)	(1,153,682)	-	-
208.18.5207.52348 SPECIAL PROJECTS	-	-	719,015	719,015	1,881,356	-	-
208.18.5208.52225 CITY OF THE DALLES	405,000	405,000	954,113	954,113	1,558,682	-	-
208.18.5208.52230 SCHOOL DISTRICT	240,000	240,000	240,000	240,000	240,000	-	-
208.18.5208.52232 DISTRIBUTED TO WASCO	-	-	719,015	719,015	1,153,682	-	-
208.18.5208.52348 SPECIAL PROJECTS	53,642	128,000	3,999	3,999	(62,284)	-	-
<b>Transfer</b>	<b>505,676</b>	<b>595,000</b>	<b>480,812</b>	<b>480,812</b>	<b>405,000</b>	-	-
208.18.5207.55101 TRANSFER TO GENERAL FUND	105,676	200,000	75,812	75,812	-	-	-
208.18.5208.55101 TRANSFER TO GENERAL FUND	395,000	390,000	400,000	400,000	400,000	-	-
208.18.5208.55211 TRANSFERS TO MUSEUM FUND	5,000	5,000	5,000	5,000	5,000	-	-

Fund Name	330 - CDBG Fund
Dept Name	(All)
Division (Subdept) Name	(All)

Row Labels	Data						
	2018 Actual	2019 Actual	2020 Projected	2020 Revised Budget	2021 Proposed	2021 Approved Budget	2021 Adopted Budget
<b>Resource</b>							
<b>Revenue</b>	<b>788,282</b>	<b>5,827,152</b>	<b>502,519</b>	<b>560,000</b>	<b>602,000</b>	-	-
330.00.1330.400.000 BEGINNING FUND BALANCE	-	-	26,896	-	602,000	-	-
330.00.1330.400.322 BEGINNING FUND BALANCE	82,711	52,107	-	-	-	-	-
330.00.1330.417.104 INTEREST EARNED	731	931	-	300	-	-	-
330.18.5330.413.931 CDBG GRANT	10,067	1,659,747	19,117	142,438	-	-	-
330.18.5330.419.454 CENTER FOR LIVING CONTRIBUTION	694,773	1,970,078	456,506	-	-	-	-
330.18.5330.490.490 LOAN PROCEEDS	-	2,144,289	-	417,262	-	-	-
<b>Requirement</b>							
<b>Transfer</b>	-	-	-	-	<b>602,000</b>	-	-
330.99.5330.55326 TRANSFER TO FACILITIES CAPITAL REPLACEME	-	-	-	-	602,000	-	-
<b>Capital</b>	<b>769,576</b>	<b>5,766,854</b>	<b>418,351</b>	<b>560,000</b>	-	-	-
330.18.5330.53111 CAPITAL EXPENDITURES	769,576	5,766,854	418,351	560,000	-	-	-



Fund Name 229 - Court Facilities  
 Dept Name (All)  
 Division (Subdept) Name (All)

Row Labels	Data						
	2018 Actual	2019 Actual	2020 Projected	2020 Revised Budget	2021 Proposed	2021 Approved Budget	2021 Adopted Budget
<b>Resource</b>							
<b>Revenue</b>	<b>157,551</b>	<b>175,920</b>	<b>202,796</b>	<b>178,562</b>	<b>202,000</b>	-	-
229.00.1229.400.000 BEGINNING FUND BALANCE	-	-	158,299	149,562	170,000	-	-
229.00.1229.400.229 BEGINNING FUND BALANCE	128,560	145,873	-	-	-	-	-
229.00.1229.417.104 INTEREST EARNED	1,634	2,826	3,468	2,000	2,000	-	-
229.00.1229.417.107 MARK TO MARKET - UNREALIZED GAIN/LOSS	(180)	1,452	368	-	-	-	-
229.18.5229.416.375 COURT SECURITY FINES - OR JUDICIAL	27,537	25,769	27,194	27,000	27,000	-	-
229.18.5229.416.377 COURT SECURITY FINES - CITY THE DALLES	-	-	13,467	-	3,000	-	-
<b>Requirement</b>							
<b>Materials &amp; Services</b>	<b>11,677</b>	<b>17,621</b>	<b>(23)</b>	<b>43,000</b>	<b>51,000</b>	-	-
229.18.5229.52401 CONTRACTED SERVICES	2,182	3,681	-	25,000	30,000	-	-
229.18.5229.52601 EQUIPMENT - NON CAPITAL	9,495	13,940	(23)	18,000	21,000	-	-
<b>Contingency</b>	-	-	-	<b>135,562</b>	<b>151,000</b>	-	-
229.99.9229.57229 CONTINGENCY	-	-	-	135,562	151,000	-	-

Fund Name 206 - Forest Health Program  
 Dept Name (All)  
 Division (Subdept) Name (All)

Row Labels	Data						
	2018 Actual	2019 Actual	2020 Projected	2020 Revised Budget	2021 Proposed	2021 Approved Budget	2021 Adopted Budget
<b>Resource</b>							
<b>Revenue</b>	<b>315,423</b>	<b>326,633</b>	<b>374,442</b>	<b>374,117</b>	<b>417,084</b>	-	-
206.00.1206.400.000 BEGINNING FUND BALANCE	-	-	326,633	331,150	374,117	-	-
206.00.1206.400.206 BEGINNING FUND BALANCE	274,889	315,422	-	-	-	-	-
206.00.1206.417.104 INTEREST EARNED	3,325	5,504	6,593	2,700	2,700	-	-
206.00.1206.417.107 MARK TO MARKET - UNREALIZED GAIN/LOSS	(3,058)	3,106	796	-	-	-	-
206.18.5206.413.866 FEDERAL TITLE III INCOME - #10.665	40,267	2,601	40,420	40,267	40,267	-	-
<b>Requirement</b>							
<b>Transfer</b>	-	-	-	<b>119,459</b>	<b>162,426</b>	-	-
206.99.9206.55101 TRANSFER TO GENERAL FUND	-	-	-	119,459	162,426	-	-
<b>Contingency</b>	-	-	-	<b>204,658</b>	<b>204,658</b>	-	-
206.99.9206.57206 CONTINGENCY	-	-	-	204,658	204,658	-	-
<b>Capital</b>	-	-	-	<b>50,000</b>	<b>50,000</b>	-	-
206.18.5206.53301 EQUIPMENT - CAPITAL	-	-	-	50,000	50,000	-	-

# KRAMER FIELD

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

This fund serves to provide a funding source for Kramer Field repairs and improvements.

### FUND BALANCE / FISCAL HEALTH

YEAR	FTE	BUDGET	ACTUAL	VARIANCE	VARIANCE %
17/18	0	\$33,434	0	\$33,434	100%
18/19	0	\$33,851	0	\$33,851	100%
19/20	0	\$34,484	0	\$34,484	100%
20/21	0	\$37,750			

### SIGNIFICANT BUDGET CHANGES

None this year.

### OPPORTUNITIES

None, this fund is funded solely by interest accrued.

### CAPITAL NEEDS

None.

### EXTRAORDINARY ISSUES

None.

Fund Name233 - Kramer Field

Dept Name(All)

Division (Subdept) Name(All)

Row Labels		Data						
		2018 Actual	2019 Actual	2020 Projected	2020 Revised Budget	2021 Proposed	2021 Approved Budget	2021 Adopted Budget
Resource								
Revenue		33,693	34,667	35,444	34,484	35,750	-	-
233.00.1233.400.000	BEGINNING FUND BALANCE	-	-	34,667	34,184	35,300	-	-
233.00.1233.400.233	BEGINNING FUND BALANCE	33,303	33,694	-	-	-	-	-
233.00.1233.417.104	INTEREST EARNED	390	608	700	300	450	-	-
233.00.1233.417.107	MARK TO MARKET - UNREALIZED GAIN/LOSS	-	365	77	-	-	-	-
Requirement								
Materials & Services		-	-	-	34,484	35,750	-	-
233.18.5233.52401	CONTRACTED SERVICES	-	-	-	34,484	35,750	-	-

# FORT DALLES MUSEUM

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

This fund maintains the Fort Dalles Museum and Anderson Homestead located in The Dalles. The grounds also serve as rental space for events, concerts, and other community happenings.

### FUND BALANCE / FISCAL HEALTH

YEAR	FTE	BUDGET	ACTUAL	VARIANCE	VARIANCE %
17/18	1	\$106,229	\$75,288	\$30,941	29%
18/19	1	\$317,589	\$106,209	\$211,380	67%
19/20	1	\$343,976	\$76,721	\$267,255	78%
19/20	1	\$330,112			

### SIGNIFICANT BUDGET CHANGES

Improvements to the grounds and buildings, primarily the vehicle building, are generating new interest and should drive growth as reflected in the budget. The COVID-19 shutdown has impacted the Museum as it has not open up as of April. This is lost revenue and the cruise ship season has essentially been cancelled. The fund is in a position where the fund balance can make up for the lost revenue for the year/season, but expenses will need to be watched and controlled.

### OPPORTUNITIES

A new ship will be bringing visitors to the Museum when stopped in The Dalles, a fundraiser is planned for the fall.

### CAPITAL NEEDS

None.

### EXTRAORDINARY ISSUES

The COVID-19 is drastically impacting revenues and the longer the shutdown continues, the more difficult and steeper the lost revenue will be.

Fund Name	211 - Musuem
Dept Name	(All)
Division (Subdept) Name	(All)

Row Labels	Data						
	2018 Actual	2019 Actual	2020 Projected	2020 Revised Budget	2021 Proposed	2021 Approved Budget	2021 Adopted Budget
<b>Resource</b>							
<b>Revenue</b>	<b>317,909</b>	<b>334,181</b>	<b>320,163</b>	<b>343,976</b>	<b>330,112</b>	-	-
211.00.1211.400.000 BEGINNING FUND BALANCE	-	-	83,145	86,483	107,287	-	-
211.00.1211.400.211 BEGINNING FUND BALANCE	80,742	99,845	-	-	-	-	-
211.00.1211.400.900 RESERVED BEGINNING FUND BALANCE	142,775	142,775	144,828	144,828	143,133	-	-
211.00.1211.417.104 INTEREST EARNED	2,937	4,315	5,252	3,600	4,992	-	-
211.00.1211.417.107 MARK TO MARKET - UNREALIZED GAIN/LOSS	(1,439)	2,241	566	-	-	-	-
211.00.1211.450.101 TRANSFER FROM GENERAL FUND	17,500	17,500	17,500	17,500	17,500	-	-
211.00.1211.450.208 TRANSFER FROM ECONOMIC DEVELOPMENT FUND	5,000	5,000	5,000	5,000	5,000	-	-
211.18.5211.411.129 ADMISSIONS	22,827	26,548	24,544	28,000	13,000	-	-
211.18.5211.411.136 MERCHANDISE SALES	2,400	3,340	2,381	3,000	1,200	-	-
211.18.5211.411.191 MEMBERSHIPS	8,301	8,558	8,470	8,000	9,000	-	-
211.18.5211.412.676 DALLES CITY-MUSEUMS	24,375	18,750	22,500	22,500	22,500	-	-
211.18.5211.414.313 N WASCO PUD	-	-	-	18,565	-	-	-
211.18.5211.419.436 DONATIONS	12,491	2,787	4,965	6,500	6,500	-	-
211.18.5211.421.241 MISC RECEIPTS	-	2,522	1,012	-	-	-	-
<b>Requirement</b>							
<b>Personnel</b>	<b>35,469</b>	<b>35,500</b>	<b>37,005</b>	<b>42,773</b>	<b>42,392</b>	-	-
211.18.5211.51571 MUSEUM STAFF	22,155	21,604	22,807	25,488	26,111	-	-
211.18.5211.51602 OVERTIME	37	-	-	408	400	-	-
211.18.5211.51701 FICA	1,698	1,653	1,745	1,981	2,028	-	-
211.18.5211.51705 WORKERS' COMPENSATION	54	32	30	74	49	-	-
211.18.5211.51721 PERS	2,557	2,530	2,829	4,431	3,164	-	-
211.18.5211.51729 HEALTH INSURANCE	8,156	8,878	8,845	9,592	9,858	-	-
211.18.5211.51730 DENTAL INSURANCE	667	648	595	637	617	-	-
211.18.5211.51732 LONG TERM DISABILITY	117	128	128	135	138	-	-
211.18.5211.51733 LIFE INSURANCE	28	27	26	27	27	-	-
<b>Materials &amp; Services</b>	<b>37,083</b>	<b>70,709</b>	<b>39,621</b>	<b>58,065</b>	<b>48,632</b>	-	-
211.18.5211.52101 ADVERTISING & PROMOTIONS	6,292	11,091	5,910	5,000	5,000	-	-
211.18.5211.52111 DUES & SUBSCRIPTIONS	390	100	-	350	-	-	-
211.18.5211.52116 POSTAGE	319	310	440	500	500	-	-
211.18.5211.52122 TELEPHONE	1,239	1,247	1,202	1,250	1,250	-	-
211.18.5211.52141 SPECIAL EVENTS	38	525	919	500	500	-	-
211.18.5211.52333 MUSEUM EXPENSES	3,328	2,284	3,068	1,500	1,500	-	-
211.18.5211.52401 CONTRACTED SERVICES	2,140	240	1,592	19,565	10,000	-	-
211.18.5211.52651 EQUIPMENT - REPAIR & MAINTENANCE	-	-	-	500	500	-	-
211.18.5211.52658 COPIER - LEASE & MAINTENANCE	389	1,174	976	500	1,032	-	-
211.18.5211.52701 TRAINING & EDUCATION	-	100	-	1,000	500	-	-

Fund Name	211 - Musuem
Dept Name	(All)
Division (Subdept) Name	(All)

Row Labels	Data						
	2018 Actual	2019 Actual	2020 Projected	2020 Revised Budget	2021 Proposed	2021 Approved Budget	2021 Adopted Budget
211.18.5211.52801 BLDG REPAIR & MAINT	1,085	31,314	8,273	6,000	8,000	-	-
211.18.5211.52808 RENTALS	-	-	(49)	500	250	-	-
211.18.5211.52861 MAINTENANCE - GROUNDS	8,001	8,627	8,664	7,500	7,500	-	-
211.18.5211.52870 UTILITIES	10,170	8,903	6,406	10,000	10,000	-	-
211.18.5211.52942 SUPPLIES - MERCHANDISE	310	608	126	100	100	-	-
211.18.5211.52952 SUPPLIES - MUSEUM	1,865	2,578	1,435	2,000	2,000	-	-
211.18.5211.52971 BOOKS	1,517	1,608	659	1,300	-	-	-
<b>Capital</b>	<b>2,739</b>	<b>-</b>	<b>95</b>	<b>6,500</b>	<b>-</b>	<b>-</b>	<b>-</b>
211.18.5211.53111 CAPITAL EXPENDITURES	-	-	-	6,500	-	-	-
211.18.5211.53520 ANDERSON HOUSE ROOF	2,739	-	95	-	-	-	-
<b>Contingency</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>177,904</b>	<b>196,209</b>	<b>-</b>	<b>-</b>
211.99.9211.57211 CONTINGENCY	-	-	-	177,904	196,209	-	-
<b>Unappropriated</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>58,734</b>	<b>42,879</b>	<b>-</b>	<b>-</b>
211.99.9211.59211 UNAPPROPRIATED	-	-	-	58,734	42,879	-	-

# COUNTY FAIR

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

The annual Wasco County Fair is managed via this fund, hosted at the Wasco County Fairgrounds.

### FUND BALANCE / FISCAL HEALTH

YEAR	FTE	BUDGET	ACTUAL	VARIANCE	VARIANCE %
17/18	0.5	\$197,313	\$186,939	\$374	0%
18/19	0.3	\$251,042	\$179,111	\$71,931	29%
19/20	0.3	\$322,316	\$173,408	\$148,908	46%
20/21	0.3	\$358,255			

### SIGNIFICANT BUDGET CHANGES

While the fair is budgeted to happen, that is not a given with the current COVID-19 shutdown. Several fairs in the state have already cancelled and others are considering it. If this happens, most of the expense and revenue will not happen. The fund balance will be able to keep the fair functional and able to continue in the following fiscal periods.

### OPPORTUNITIES

Selling online tickets, looking for a way to ensure attendees pay to enter (better control of entrances), and increasing online presence via social media.

### CAPITAL NEEDS

Work is needed on the water and electrical systems, a generator to be wired in, additional bleachers/seating for the rodeo.

### EXTRAORDINARY ISSUES

The COVID-19 shutdown could cancel the Fair and cause significant lost revenue and expense. There are 11 different electric accounts for the Fair/Park complex with a \$50/month charge each. Minimizing these costs would take a redesign of the power distribution. Currently, there is not enough capital to support this effort.



Fund Name	203 - Fair Fund
Dept Name	(All)
Division (Subdept) Name	(All)

Row Labels	Data						
	2018 Actual	2019 Actual	2020 Projected	2020 Revised Budget	2021 Proposed	2021 Approved Budget	2021 Adopted Budget
<b>Resource</b>							
<b>Revenue</b>	<b>283,973</b>	<b>317,795</b>	<b>329,059</b>	<b>322,316</b>	<b>358,255</b>	-	-
203.00.1203.400.000 BEGINNING FUND BALANCE	-	-	139,217	104,106	131,648	-	-
203.00.1203.400.203 BEGINNING FUND BALANCE	82,577	97,383	-	-	-	-	-
203.00.1203.417.104 INTEREST EARNED	1,115	1,789	3,165	900	1,500	-	-
203.00.1203.417.107 MARK TO MARKET - UNREALIZED GAIN/LOSS	(1,079)	2,104	319	-	-	-	-
203.00.1203.450.101 TRANSFER FROM GENERAL FUND	29,000	29,000	29,000	29,000	29,000	-	-
203.18.5260.411.129 ADMISSIONS	25,722	28,218	34,474	29,000	34,000	-	-
203.18.5260.411.131 FAIR-CAMPING FEES	6,413	14,157	4,245	19,000	4,500	-	-
203.18.5260.411.132 FAIR REVENUE	43,836	31,952	21,018	36,368	22,000	-	-
203.18.5260.411.133 FAIR-COMMERCIAL BOOTHS	7,688	13,781	8,453	7,200	14,000	-	-
203.18.5260.411.137 FAIR-STALL RENTALS	246	1,129	991	1,000	1,000	-	-
203.18.5260.411.140 Ranch Sorting	-	3,252	920	-	-	-	-
203.18.5260.411.141 GROUNDS-CAMPING FEES	-	12,305	13,372	1,500	25,000	-	-
203.18.5260.411.142 GROUNDS-BLDG/ARENA RENTALS	5,400	17,372	9,940	11,865	15,000	-	-
203.18.5260.411.143 GROUNDS-RV DUMP	228	378	106	240	240	-	-
203.18.5260.411.144 GROUNDS-SHOWERS	-	1,259	1,758	270	2,000	-	-
203.18.5260.411.182 FAIR-CARNIVAL	3,476	3,349	3,514	3,500	-	-	-
203.18.5260.412.647 LOTTERY DISTRIBUTION	53,167	53,167	53,167	53,167	53,167	-	-
203.18.5260.418.405 RENT-FAIR HOUSE	7,200	7,200	5,400	7,200	7,200	-	-
203.18.5260.419.436 DONATIONS	18,984	-	-	18,000	18,000	-	-
<b>Requirement</b>							
<b>Personnel</b>	<b>21,230</b>	<b>17,090</b>	<b>17,885</b>	<b>19,171</b>	<b>18,766</b>	-	-
203.18.5260.51573 FACILITIES OPERATOR	14,240	9,641	10,044	10,188	10,191	-	-
203.18.5260.51701 FICA	1,089	649	602	628	595	-	-
203.18.5260.51705 WORKERS' COMPENSATION	195	911	70	183	179	-	-
203.18.5260.51721 PERS	1,640	1,128	1,247	1,752	1,217	-	-
203.18.5260.51729 HEALTH INSURANCE	3,677	4,508	5,686	6,167	6,337	-	-
203.18.5260.51730 DENTAL INSURANCE	300	194	178	191	185	-	-
203.18.5260.51732 LONG TERM DISABILITY	77	51	50	54	54	-	-
203.18.5260.51733 LIFE INSURANCE	12	8	8	8	8	-	-
<b>Materials &amp; Services</b>	<b>165,709</b>	<b>162,021</b>	<b>155,523</b>	<b>176,080</b>	<b>182,180</b>	-	-
203.18.5260.52101 ADVERTISING & PROMOTIONS	14,747	8,626	9,000	9,000	9,000	-	-
203.18.5260.52111 DUES & SUBSCRIPTIONS	1,005	1,101	1,000	1,000	1,100	-	-
203.18.5260.52113 INSURANCE & BONDS	-	-	30,444	33,000	31,000	-	-
203.18.5260.52114 INSURANCE & BONDS - FAIR	30,393	31,251	-	-	-	-	-
203.18.5260.52122 TELEPHONE	1,286	1,257	1,028	1,280	1,280	-	-

Fund Name	203 - Fair Fund
Dept Name	(All)
Division (Subdept) Name	(All)

		Data							
203.18.5260.52135	QUEEN SCHOLARSHIPS	-	-	-	500	500	-	-	-
203.18.5260.52147	AMBASSADOR FUND	2,346	-	-	2,500	2,500	-	-	-
203.18.5260.52316	GROUNDS	282	2,162	1,440	4,000	6,000	-	-	-
203.18.5260.52386	FAIR	76,989	69,841	71,792	70,000	72,000	-	-	-
203.18.5260.52401	CONTRACTED SERVICES	3,750	10,338	10,000	10,000	12,000	-	-	-
203.18.5260.52601	EQUIPMENT - NON CAPITAL	-	147	2,349	6,000	6,000	-	-	-
203.18.5260.52651	EQUIPMENT - REPAIR & MAINTENANCE	983	1,106	291	4,500	4,500	-	-	-
203.18.5260.52656	GAS & OIL	212	1,773	183	1,300	1,300	-	-	-
203.18.5260.52711	MEALS LODGING & REGISTRATION	5,274	4,835	3,085	5,500	6,000	-	-	-
203.18.5260.52731	TRAVEL & MILEAGE	1,388	1,837	2,524	2,000	2,000	-	-	-
203.18.5260.52801	BLDG REPAIR & MAINT	7,201	1,238	3,572	2,000	3,500	-	-	-
203.18.5260.52870	UTILITIES	19,359	23,323	15,232	20,000	20,000	-	-	-
203.18.5260.52909	SUPPLIES	494	3,186	3,583	3,500	3,500	-	-	-
<b>Contingency</b>		-	-	-	<b>33,000</b>	<b>63,244</b>	-	-	-
203.99.9203.57203	CONTINGENCY	-	-	-	33,000	63,244	-	-	-
<b>Unappropriated</b>		-	-	-	<b>94,065</b>	<b>94,065</b>	-	-	-
203.99.9203.59203	UNAPPROPRIATED	-	-	-	94,065	94,065	-	-	-

Fund Name	223 - Park
Dept Name	(All)
Division (Subdept) Name	(All)

Row Labels	Data						
	2018 Actual	2019 Actual	2020 Projected	2020 Revised Budget	2021 Proposed	2021 Approved Budget	2021 Adopted Budget
<b>Resource</b>							
<b>Revenue</b>	<b>322,690</b>	<b>359,574</b>	<b>371,406</b>	<b>362,389</b>	<b>339,620</b>	-	-
223.00.1223.400.000 BEGINNING FUND BALANCE	-	-	285,122	268,670	240,320	-	-
223.00.1223.400.223 BEGINNING FUND BALANCE	227,490	256,637	-	-	-	-	-
223.00.1223.417.104 INTEREST EARNED	2,836	4,805	5,886	2,000	4,800	-	-
223.00.1223.417.107 MARK TO MARKET - UNREALIZED GAIN/LOSS	(1,439)	2,669	635	-	-	-	-
223.18.5223.411.141 GROUNDS-CAMPING FEES	31,571	26,943	13,286	25,000	25,000	-	-
223.18.5223.411.144 GROUNDS-SHOWERS	2,719	2,522	1,758	2,000	2,500	-	-
223.18.5223.412.658 STATE RV ALLOCATION	59,381	65,746	64,719	64,719	67,000	-	-
223.18.5223.421.241 MISC RECEIPTS	132	252	-	-	-	-	-
<b>Requirement</b>							
<b>Personnel</b>	<b>26,019</b>	<b>38,163</b>	<b>41,864</b>	<b>44,734</b>	<b>43,788</b>	-	-
223.18.5223.51573 HUNT PARK MANAGER (5MO)	17,404	22,495	23,436	23,772	23,779	-	-
223.18.5223.51701 FICA	1,331	1,515	1,403	1,466	1,389	-	-
223.18.5223.51705 WORKERS' COMPENSATION	324	409	297	426	418	-	-
223.18.5223.51721 PERS	2,005	2,633	2,910	4,089	2,839	-	-
223.18.5223.51729 HEALTH INSURANCE	4,479	10,520	13,268	14,390	14,786	-	-
223.18.5223.51730 DENTAL INSURANCE	367	453	416	446	432	-	-
223.18.5223.51732 LONG TERM DISABILITY	94	119	116	126	126	-	-
223.18.5223.51733 LIFE INSURANCE	15	19	18	19	19	-	-
<b>Materials &amp; Services</b>	<b>40,035</b>	<b>36,289</b>	<b>42,841</b>	<b>69,970</b>	<b>75,970</b>	-	-
223.18.5223.52122 TELEPHONE	1,077	1,765	1,551	1,920	1,920	-	-
223.18.5223.52316 GROUNDS	518	2,003	1,234	5,000	5,000	-	-
223.18.5223.52401 CONTRACTED SERVICES	5,779	8,525	13,334	19,500	19,500	-	-
223.18.5223.52601 EQUIPMENT - NON CAPITAL	4,752	245	467	8,000	8,000	-	-
223.18.5223.52651 EQUIPMENT - REPAIR & MAINTENANCE	1,609	561	193	2,500	2,500	-	-
223.18.5223.52656 GAS & OIL	213	1,112	183	1,050	1,050	-	-
223.18.5223.52731 TRAVEL & MILEAGE	1,000	-	367	1,000	1,000	-	-
223.18.5223.52801 BLDG REPAIR & MAINT	5,907	714	3,701	5,000	11,000	-	-
223.18.5223.52861 MAINTENANCE - GROUNDS	55	247	2,334	3,000	3,000	-	-
223.18.5223.52870 UTILITIES	15,148	18,766	17,967	18,000	18,000	-	-
223.18.5223.52909 SUPPLIES	3,977	2,351	1,510	5,000	5,000	-	-
<b>Capital</b>	-	-	-	<b>30,000</b>	<b>30,000</b>	-	-
223.18.5223.53111 CAPITAL EXPENDITURES	-	-	-	30,000	30,000	-	-
<b>Contingency</b>	-	-	-	<b>60,000</b>	<b>116,965</b>	-	-
223.99.9223.57223 CONTINGENCY	-	-	-	60,000	116,965	-	-

Fund Name	223 - Park
Dept Name	(All)
Division (Subdept) Name	(All)

Row Labels			Data						
			2018 Actual	2019 Actual	2020 Projected	2020 Revised Budget	2021 Proposed	2021 Approved Budget	2021 Adopted Budget
Unappropriated			-	-	-	157,685	72,897	-	-
223.99.9223.59223	UNAPPROPRIATED		-	-	-	157,685	72,897	-	-

# DISTRICT ATTORNEY

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

The District Attorney’s office prosecutes crimes in Wasco County. In 2019, the office received approximately 1,757 Law Enforcement referrals, 955 of which resulted in misdemeanor and felony charges. This excludes the 252 probation violation and 149 violation cases filed as well. The department also assists Oregon State Police, the Wasco County Sheriff’s Office, the City of The Dalles Police, Inter-Tribe, Warm Springs, and Federal Law Enforcement with investigation of crimes within Wasco County.

### FUND BALANCE / FISCAL HEALTH

YEAR	FTE	BUDGET	ACTUAL	VARIANCE	VARIANCE %
17/18	7.4	\$700,904	\$624,999	\$75,905	11%
18/19	7.7	\$680,795	\$638,393	\$42,402	6%
19/20	7.7	\$707,147	\$695,878	\$11,269	2%
20/21	7.7	\$744,169			

### SIGNIFICANT BUDGET CHANGES

As of this publishing, there are plans to assume responsibility for municipal criminal cases from the City of The Dalles. The intention is for the City to fund this activity, and in turn, Wasco County will likely hire a paralegal to manage the caseload.

### OPPORTUNITIES

With potential funding from the City of The Dalles, and ongoing grant revenue, the DA’s office is sufficiently funded.

### CAPITAL NEEDS

None.

### EXTRAORDINARY ISSUES

None.

Fund Name	101 - General Fund
Dept Name	19 - District Attorney
Division (Subdept) Name	5133 - District Attorney

Row Labels	Data						
	2018 Actual	2019 Actual	2020 Projected	2020 Revised Budget	2021 Proposed	2021 Approved Budget	2021 Adopted Budget
<b>Resource</b>							
<b>Revenue</b>	<b>180,150</b>	<b>189,927</b>	<b>319,961</b>	<b>221,484</b>	<b>156,507</b>	-	-
101.19.5133.412.102 CRIMINAL FINES AND ASSESSMENT (CFA)	25,194	25,160	46,009	28,609	-	-	-
101.19.5133.412.617 CAMI GRANT-WASCO	52,616	54,099	56,507	56,507	56,507	-	-
101.19.5133.413.892 VOCA BASIC - #16.575	56,826	54,444	56,365	56,365	-	-	-
101.19.5133.413.931 VOCA EXPANSION #16.575	18,652	30,222	34,023	34,023	-	-	-
101.19.5133.413.932 VOCA SST #16.757	-	4,659	18,480	18,480	-	-	-
101.19.5133.413.933 VOCA ONE TIME #16.575	4,604	2,610	7,500	7,500	-	-	-
101.19.5133.421.241 MISC RECEIPTS	-	-	81,396	-	80,000	-	-
101.19.5133.421.242 PHOTO/DIGITAL COPY FEES	22,258	18,709	19,681	20,000	20,000	-	-
101.19.5133.421.245 PAYROLL REIMBURSEMENT	-	24	-	-	-	-	-
<b>Requirement</b>							
<b>Personnel</b>	<b>532,646</b>	<b>554,248</b>	<b>612,987</b>	<b>608,041</b>	<b>522,177</b>	-	-
101.19.5133.51269 SEASONAL/TEMPORARY	3,372	4,078	6,097	10,800	10,969	-	-
101.19.5133.51451 DEPUTY DA I	67,646	67,509	69,602	69,600	69,602	-	-
101.19.5133.51452 CHIEF LEGAL SECRETARY	44,549	45,662	48,229	48,360	48,571	-	-
101.19.5133.51454 LEGAL SECRETARY	36,880	37,802	38,088	40,032	37,167	-	-
101.19.5133.51455 OFFICE SPECIALIST II	31,346	31,262	41,238	31,584	27,695	-	-
101.19.5133.51456 VICTIM ASSISTANCE	40,791	40,791	42,056	42,048	-	-	-
101.19.5133.51457 OFFICE SPECIALIST I	31,528	32,498	20,516	34,440	34,262	-	-
101.19.5133.51458 DEPUTY DA II	78,588	79,559	82,846	82,032	82,025	-	-
101.19.5133.51459 VICTIM ADVOCATE GRANT POSITION	22,168	24,960	28,311	27,336	-	-	-
101.19.5133.51460 PARALEGAL	-	-	38,402	-	58,490	-	-
101.19.5133.51621 CELL PHONE ALLOWANCE	-	-	537	-	600	-	-
101.19.5133.51681 COMP/HOLIDAY BANK CASHOUT	442	418	-	-	-	-	-
101.19.5133.51701 FICA	25,463	25,730	29,662	27,355	27,590	-	-
101.19.5133.51703 UNEMPLOYMENT INSURANCE	861	-	-	-	-	-	-
101.19.5133.51705 WORKERS' COMPENSATION	485	438	(159)	563	426	-	-
101.19.5133.51721 PERS	52,150	54,775	60,688	76,996	48,248	-	-
101.19.5133.51729 HEALTH INSURANCE	88,928	101,465	99,887	109,631	70,214	-	-
101.19.5133.51730 DENTAL INSURANCE	5,311	5,181	4,824	5,095	4,306	-	-
101.19.5133.51732 LONG TERM DISABILITY	1,918	1,904	1,956	1,953	1,823	-	-
101.19.5133.51733 LIFE INSURANCE	220	216	207	216	189	-	-
<b>Materials &amp; Services</b>	<b>92,355</b>	<b>91,196</b>	<b>82,891</b>	<b>99,106</b>	<b>83,995</b>	-	-
101.19.5133.52111 DUES & SUBSCRIPTIONS	5,413	5,216	8,273	5,470	5,800	-	-
101.19.5133.52116 POSTAGE	-	145	559	-	300	-	-

Fund Name	101 - General Fund
Dept Name	19 - District Attorney
Division (Subdept) Name	5133 - District Attorney

Row Labels	Data						
	2018 Actual	2019 Actual	2020 Projected	2020 Revised Budget	2021 Proposed	2021 Approved Budget	2021 Adopted Budget
101.19.5133.52122 TELEPHONE	1,238	1,295	2,332	1,296	1,200	-	-
101.19.5133.52302 DA LAW LIBRARY	3,381	3,600	3,306	3,620	-	-	-
101.19.5133.52303 DA WITNESS FEES	-	-	318	300	300	-	-
101.19.5133.52331 MEDICAL CARE/ASSESSMENT	1,299	(1,122)	-	2,500	2,500	-	-
101.19.5133.52332 MEDICAL EXAMINER	9,564	16,453	18,808	12,000	10,000	-	-
101.19.5133.52347 SPECIAL INVESTIGATIONS	5,413	1,798	3,147	8,000	8,000	-	-
101.19.5133.52349 ELECTRONIC DISCOVERY FEE	2,325	2,763	2,578	2,880	3,000	-	-
101.19.5133.52356 VICTIM SERVICES	-	-	1,406	4,294	2,287	-	-
101.19.5133.52409 CONTR SRVCS - OTHER	-	11,528	-	-	-	-	-
101.19.5133.52446 CONTR SRVCS - CAMI	31,901	31,000	21,429	35,000	35,000	-	-
101.19.5133.52604 EQUIPMENT - OFFICE	10,657	1,081	1,581	5,000	2,158	-	-
101.19.5133.52651 EQUIPMENT - REPAIR & MAINTENANCE	289	175	2,979	500	2,500	-	-
101.19.5133.52703 TRAINING & EDUCATION - CAMI	5,466	5,663	429	6,000	6,000	-	-
101.19.5133.52711 MEALS LODGING & REGISTRATION	8,740	6,691	9,336	6,000	900	-	-
101.19.5133.52731 TRAVEL & MILEAGE	1,576	1,687	2,081	1,750	1,750	-	-
101.19.5133.52910 SUPPLIES - OFFICE	5,093	3,223	4,329	3,996	1,800	-	-
101.19.5133.52912 SUPPLIES - CAMI	-	-	-	500	500	-	-

Fund Name	101 - General Fund
Dept Name	19 - District Attorney
Division (Subdept) Name	5143 - District Attorney - Grant

Row Labels	Data						
	2018 Actual	2019 Actual	2020 Projected	2020 Revised Budget	2021 Proposed	2021 Approved Budget	2021 Adopted Budget
<b>Resource</b>							
<b>Revenue</b>	-	-	-	-	<b>155,221</b>	-	-
101.19.5143.412.102 CRIMINAL FINES AND ASSESSMENT (CFA)	-	-	-	-	26,428	-	-
101.19.5143.413.892 VOCA BASIC - #16.575	-	-	-	-	118,793	-	-
101.19.5143.413.932 VOCA SST #16.757	-	-	-	-	10,000	-	-
<b>Requirement</b>							
<b>Personnel</b>	-	-	-	-	<b>125,448</b>	-	-
101.19.5143.51452 CHIEF LEGAL SECRETARY	-	-	-	-	991	-	-
101.19.5143.51456 VICTIM ASSISTANCE	-	-	-	-	42,056	-	-
101.19.5143.51459 VICTIM ADVOCATE GRANT POSITION	-	-	-	-	27,924	-	-
101.19.5143.51701 FICA	-	-	-	-	3,969	-	-
101.19.5143.51705 WORKERS' COMPENSATION	-	-	-	-	89	-	-
101.19.5143.51721 PERS	-	-	-	-	11,767	-	-
101.19.5143.51729 HEALTH INSURANCE	-	-	-	-	37,004	-	-
101.19.5143.51730 DENTAL INSURANCE	-	-	-	-	1,246	-	-
101.19.5143.51732 LONG TERM DISABILITY	-	-	-	-	347	-	-
101.19.5143.51733 LIFE INSURANCE	-	-	-	-	55	-	-
<b>Materials &amp; Services</b>	-	-	-	-	<b>9,707</b>	-	-
101.19.5143.52122 TELEPHONE	-	-	-	-	600	-	-
101.19.5143.52356 VICTIM SERVICES	-	-	-	-	2,007	-	-
101.19.5143.52711 MEALS LODGING & REGISTRATION	-	-	-	-	5,100	-	-
101.19.5143.52910 SUPPLIES - OFFICE	-	-	-	-	2,000	-	-
<b>Capital</b>	-	-	-	-	<b>2,842</b>	-	-
101.19.5143.53111 CAPITAL EXPENDITURES	-	-	-	-	2,842	-	-



Fund Name 209 - Law Library  
 Dept Name (All)  
 Division (Subdept) Name (All)

Row Labels	Data						
	2018 Actual	2019 Actual	2020 Projected	2020 Revised Budget	2021 Proposed	2021 Approved Budget	2021 Adopted Budget
<b>Resource</b>							
<b>Revenue</b>	<b>159,122</b>	<b>163,583</b>	<b>172,974</b>	<b>174,025</b>	<b>174,195</b>	-	-
209.00.1209.400.000 BEGINNING FUND BALANCE	-	-	139,025	142,625	142,625	-	-
209.00.1209.400.209 BEGINNING FUND BALANCE	134,515	135,585	-	-	-	-	-
209.00.1209.417.104 INTEREST EARNED	1,694	2,551	3,031	1,400	1,570	-	-
209.00.1209.417.107 MARK TO MARKET - UNREALIZED GAIN/LOSS	(1,079)	1,455	353	-	-	-	-
209.19.5850.411.157 LIBRARY FEES	23,992	23,992	30,565	30,000	30,000	-	-
<b>Requirement</b>							
<b>Materials &amp; Services</b>	<b>23,536</b>	<b>24,559</b>	<b>46,229</b>	<b>46,229</b>	<b>49,829</b>	-	-
209.19.5850.52111 DUES & SUBSCRIPTIONS	-	-	-	-	3,600	-	-
209.19.5850.52119 RENT	8,800	8,800	8,800	8,800	8,800	-	-
209.19.5850.52601 EQUIPMENT - NON CAPITAL	-	-	2,500	2,500	2,500	-	-
209.19.5850.52971 BOOKS	14,736	15,759	34,929	34,929	34,929	-	-
<b>Contingency</b>	-	-	-	<b>110,300</b>	<b>110,300</b>	-	-
209.99.9209.57209 CONTINGENCY	-	-	-	110,300	110,300	-	-
<b>Unappropriated</b>	-	-	-	<b>17,496</b>	<b>14,066</b>	-	-
209.99.9209.59209 UNAPPROPRIATED	-	-	-	17,496	14,066	-	-

Fund Name 210 - District Attorney  
 Dept Name (All)  
 Division (Subdept) Name (All)

Row Labels	Data						
	2018 Actual	2019 Actual	2020 Projected	2020 Revised Budget	2021 Proposed	2021 Approved Budget	2021 Adopted Budget
<b>Resource</b>							
<b>Revenue</b>	<b>21,626</b>	<b>16,902</b>	<b>13,109</b>	<b>15,323</b>	<b>12,100</b>	-	-
210.00.1210.400.000 BEGINNING FUND BALANCE	-	-	9,763	11,163	9,000	-	-
210.00.1210.400.210 BEGINNING FUND BALANCE	17,334	13,243	-	-	-	-	-
210.00.1210.417.104 INTEREST EARNED	166	213	193	160	100	-	-
210.00.1210.417.107 MARK TO MARKET - UNREALIZED GAIN/LOSS	-	(22)	-	-	-	-	-
210.19.5210.419.431 VICTIM DONATION	3,193	2,165	3,000	3,000	3,000	-	-
210.19.5210.419.432 DRUG COURT DONATIONS	933	1,303	153	1,000	-	-	-
<b>Requirement</b>							
<b>Materials &amp; Services</b>	<b>6,585</b>	<b>7,139</b>	<b>13,439</b>	<b>15,323</b>	<b>12,100</b>	-	-
210.19.5210.52353 DRUG TESTING	606	660	900	900	900	-	-
210.19.5210.52356 VICTIM SERVICES	5,790	4,424	9,198	9,198	5,975	-	-
210.19.5210.52390 TREATMENT	-	-	1,000	1,000	1,000	-	-
210.19.5210.52391 INCENTIVES	-	206	500	500	500	-	-
210.19.5210.52398 ADMINISTRATIVE COST	-	1,800	1,800	1,800	1,800	-	-
210.19.5210.52711 MEALS LODGING & REGISTRATION	76	-	-	1,900	1,900	-	-
210.19.5210.52731 TRAVEL & MILEAGE	34	49	41	25	25	-	-
210.19.5210.52910 SUPPLIES - OFFICE	79	-	-	-	-	-	-

# PLANNING

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

The Planning Department provides customer service (to landowners, realtors, applicants, partner agencies, and others), development review, long-range planning, special project planning, code compliance, inter-jurisdictional coordination, Hazardous Waste and Recycling Program, and addressing.

### FUND BALANCE / FISCAL HEALTH

YEAR	FTE	BUDGET	ACTUAL	VARIANCE	VARIANCE %
17/18	9.4	\$752,362	\$692,864	\$59,498	8%
18/19	9.8	\$993,905	\$932,683	\$61,222	6%
19/20	9.8	\$899,045	\$785,266	\$113,779	13%
20/21	8.8	\$842,640			

### SIGNIFICANT BUDGET CHANGES

We are unaware of any large-scale permit requests that may be coming in this year. CET charges are now collected directly by Building Codes Services. Measure 56 notices for comprehensive plan, LUDO updates, and the Community Wildfire Protection Planning efforts will be consolidated where possible. Conferences are budgeted for but will likely be affected by COVID 19. DEQ abatement grant has expired. Department archival needs must be addressed; budget expansion requested.

### OPPORTUNITIES

Complete evaluation and update of fee schedule will be completed this fiscal year. Code Compliance citation tool may offer a new mechanism to offset program costs. Applied for two FEMA grants and seeking several others for Plan and LUDO updates.

### CAPITAL NEEDS

None at this time, pending remodel discussion and decisions of the Board.

### EXTRAORDINARY ISSUES

Retirement of long-tenured employees resulting in staffing changes. The formal completion of Wasco County 2040 and initiation of subsequent ordinance updates will be highly publicized and labor intensive. The Gorge Commission's Gorge 2020 project will also require significant participation, especially as we near policy making for urban area boundaries. Ongoing participation in the City of The Dalles assessments related to housing and economic development. This fall will include an update to the County Joint Management Agreements with our incorporated cities. COVID 19 will continue to pose challenges and opportunities.

Fund Name 101 - General Fund  
 Dept Name 21 - Planning  
 Division (Subdept) Name (All)

Row Labels	Data						
	2018 Actual	2019 Actual	2020 Projected	2020 Revised Budget	2021 Proposed	2021 Approved Budget	2021 Adopted Budget
<b>Resource</b>							
<b>Revenue</b>	<b>169,419</b>	<b>371,123</b>	<b>166,960</b>	<b>166,600</b>	<b>168,100</b>	-	-
101.21.5124.411.154 LAND USE PERMITS	151,467	144,323	106,843	102,000	112,000	-	-
101.21.5124.411.165 RECORDING FEES	11,547	12,127	9,943	10,000	10,000	-	-
101.21.5124.411.198 CODE COMPLIANCE	-	-	122	1,000	1,000	-	-
101.21.5124.412.681 STATE GRANT/REIMBURSEMENT	-	35,046	4,959	8,500	-	-	-
101.21.5124.413.851 NATL SCENIC AREA GRANT - #10.670	-	45,000	45,000	45,000	45,000	-	-
101.21.5124.421.241 MISC RECEIPTS	108	1,537	-	50	50	-	-
101.21.5124.421.242 PHOTO/DIGITAL COPY FEES	721	-	18	50	50	-	-
101.21.5124.421.245 PAYROLL REIMBURSEMENT	-	31	75	-	-	-	-
101.21.5124.421.276 CONSTRUCTION EXCISE TAX (CET)	5,576	133,059	-	-	-	-	-
<b>Requirement</b>							
<b>Personnel</b>	<b>642,653</b>	<b>692,469</b>	<b>713,390</b>	<b>810,869</b>	<b>754,667</b>	-	-
101.21.5124.51550 PLANNING DIR	67,143	73,218	76,995	76,896	78,817	-	-
101.21.5124.51551 ASSOC PLANNERS	198,419	196,108	207,447	223,114	159,215	-	-
101.21.5124.51552 PLANNING COORDINATOR	48,125	75,623	75,499	81,309	43,214	-	-
101.21.5124.51553 PLANNING ASSISTANT	57,680	27,759	9,518	45,468	-	-	-
101.21.5124.51554 SENIOR PLANNER	65,420	65,624	69,238	69,768	71,520	-	-
101.21.5124.51555 CODE ENFORCEMENT OFFICER	23,870	44,038	50,862	51,417	51,794	-	-
101.21.5124.51556 LONG RANGE & SPECIAL PROJECTS PLANNER	-	-	14,491	-	70,554	-	-
101.21.5124.51557 ASSISTANT PLANNER	-	-	3,192	-	45,464	-	-
101.21.5124.51602 OVERTIME	48	-	-	-	-	-	-
101.21.5124.51680 VACATION CASH OUT	-	2	100	-	-	-	-
101.21.5124.51681 COMP/HOLIDAY BANK CASHOUT	54	2,001	-	-	-	-	-
101.21.5124.51701 FICA	34,256	37,250	37,419	40,411	38,196	-	-
101.21.5124.51703 UNEMPLOYMENT INSURANCE	-	4,063	-	-	-	-	-
101.21.5124.51705 WORKERS' COMPENSATION	4,578	4,738	3,420	5,647	5,596	-	-
101.21.5124.51721 PERS	58,209	54,722	61,768	86,632	66,021	-	-
101.21.5124.51729 HEALTH INSURANCE	76,719	98,771	95,649	121,061	116,072	-	-
101.21.5124.51730 DENTAL INSURANCE	5,508	5,752	5,063	6,194	5,527	-	-
101.21.5124.51732 LONG TERM DISABILITY	2,391	2,538	2,483	2,664	2,410	-	-
101.21.5124.51733 LIFE INSURANCE	233	262	246	288	267	-	-
<b>Materials &amp; Services</b>	<b>50,214</b>	<b>212,299</b>	<b>71,876</b>	<b>88,176</b>	<b>87,973</b>	-	-
101.21.5124.52105 COPYING & PRINTING	205	916	1,321	1,000	1,000	-	-
101.21.5124.52111 DUES & SUBSCRIPTIONS	1,149	2,467	2,363	5,246	4,343	-	-
101.21.5124.52115 LEGAL NOTICES & PUBLISHING	1,996	4,514	3,712	9,850	9,600	-	-
101.21.5124.52116 POSTAGE	269	577	1,076	750	750	-	-

Fund Name	101 - General Fund
Dept Name	21 - Planning
Division (Subdept) Name	(All)

Row Labels	Data						
	2018 Actual	2019 Actual	2020 Projected	2020 Revised Budget	2021 Proposed	2021 Approved Budget	2021 Adopted Budget
101.21.5124.52122 TELEPHONE	287	311	2,293	1,650	1,650	-	-
101.21.5124.52231 CONSTRUCTION EXCISE TAX (CET) PAYOUT	5,353	148,136	-	-	-	-	-
101.21.5124.52339 RECORDING FEES	8,540	10,440	9,569	7,000	7,000	-	-
101.21.5124.52340 REFUNDS	3,998	4,388	3,917	4,000	4,000	-	-
101.21.5124.52387 CODE ENFORCEMENT PROJECTS & LIENS	472	373	2,351	3,500	1,000	-	-
101.21.5124.52401 CONTRACTED SERVICES	2,335	184	768	10,000	13,000	-	-
101.21.5124.52411 CONTR SRVCS - CITY UGB	11,698	11,972	14,792	12,380	12,380	-	-
101.21.5124.52656 GAS & OIL	1,464	2,349	2,427	2,500	2,500	-	-
101.21.5124.52657 VEHICLE - REPAIR & MAINTENANCE	287	5,748	1,202	4,500	4,500	-	-
101.21.5124.52701 TRAINING & EDUCATION	585	1,975	779	500	500	-	-
101.21.5124.52711 MEALS LODGING & REGISTRATION	4,893	8,208	18,566	15,250	15,250	-	-
101.21.5124.52731 TRAVEL & MILEAGE	253	976	2,037	50	500	-	-
101.21.5124.52910 SUPPLIES - OFFICE	6,430	8,765	4,703	10,000	10,000	-	-

# HOUSEHOLD HAZARDOUS WASTE

## HOUSEHOLD HAZARDOUS WASTE (207) PH (23) HHW (7207)

The Tri-County Hazardous Waste & Recycling Program provides hazardous waste disposal and education and outreach to the residents of Wasco, Sherman, and Hood River counties. Hazardous Waste is an issue that is hard to address in individual communities, particularly in rural areas. Pooling these resources across several municipalities allows for more cost effective and proficient services. HHW staff serves as the coordinator for the Steering Committee and host of collection events throughout the region.

### FUND BALANCE / FISCAL HEALTH

YEAR	FTE	BUDGET	ACTUAL	VARIANCE	VARIANCE %
17/18	1.6	\$519,910	\$327,843	\$192,067	37%
18/19	2.2	\$640,495	\$340,305	\$300,190	47%
19/20	2.2	\$885,927	\$323,458	\$562,469	63%
20/21	2.2	\$968,021			

### SIGNIFICANT BUDGET CHANGES

\$10,000 increase to advertising and promotions.

\$30,000 increase in contracted services for third-party study to look at obstacles and opportunities in regional recycling.

### OPPORTUNITIES

Annual automatic adjustment to CPI; updating existing contracts and agreements; cost avoidance and expanded service offerings by leveraging EPR Programs.

### CAPITAL NEEDS

Addition of shed roof to improve safety at HHR facility in Hood River (\$50,000)

### EXTRAORDINARY ISSUES

Covid-19 presents challenges not yet fully understood. Importantly, our core hazardous waste collections may be either postponed, cancelled or altered. HB 2065 established a statewide manufacturer-funded drug take-back program that is required to implement July 1<sup>st</sup>, 2021. EPR laws may likely be proposed for mattresses, hazardous waste, and recyclables (paper and packaging) during Oregon's 2021 Session.

Fund Name 207 - Household Hazardous Waste  
 Dept Name (All)  
 Division (Subdept) Name (All)

Row Labels	Data						
	2018 Actual	2019 Actual	2020 Projected	2020 Revised Budget	2021 Proposed	2021 Approved Budget	2021 Adopted Budget
<b>Resource</b>							
<b>Revenue</b>	<b>674,006</b>	<b>807,179</b>	<b>912,078</b>	<b>886,527</b>	<b>968,021</b>	-	-
207.00.1207.400.000 BEGINNING FUND BALANCE	-	-	459,288	441,227	518,221	-	-
207.00.1207.400.207 BEGINNING FUND BALANCE	245,341	346,163	-	-	-	-	-
207.00.1207.417.104 INTEREST EARNED	3,649	7,290	10,043	5,000	9,000	-	-
207.00.1207.417.107 MARK TO MARKET - UNREALIZED GAIN/LOSS	(3,058)	5,148	1,041	-	-	-	-
207.23.7207.411.148 HHW SURCHARGE	405,807	427,422	420,000	420,000	420,000	-	-
207.23.7207.414.323 SHERMAN COUNTY	12,200	12,200	12,200	12,200	12,200	-	-
207.23.7207.421.241 MISC RECEIPTS	6,800	2,650	2,850	1,500	2,000	-	-
207.23.7207.421.246 POSTAGE REIMBURSEMENT	3,267	6,306	6,656	6,600	6,600	-	-
<b>Requirement</b>							
<b>Personnel</b>	<b>106,037</b>	<b>89,161</b>	<b>89,231</b>	<b>166,007</b>	<b>152,362</b>	-	-
207.23.7207.51053 ACCOUNTING CLERK	-	-	12	-	3,968	-	-
207.23.7207.51189 SOLID WASTE COORDINATOR	46,960	46,960	47,700	48,408	47,701	-	-
207.23.7207.51201 SOLID WASTE SPECIALIST	23,326	7,260	6,614	48,040	40,164	-	-
207.23.7207.51550 PLANNING DIR	7,460	8,135	8,555	8,544	8,757	-	-
207.23.7207.51555 CODE ENFORCEMENT OFFICER	364	671	775	783	789	-	-
207.23.7207.51602 OVERTIME	-	-	-	4,008	-	-	-
207.23.7207.51681 COMP/HOLIDAY BANK CASHOUT	199	411	-	-	-	-	-
207.23.7207.51701 FICA	6,021	4,891	4,860	8,129	7,665	-	-
207.23.7207.51705 WORKERS' COMPENSATION	425	605	358	1,898	670	-	-
207.23.7207.51721 PERS	9,046	7,379	7,850	15,910	11,990	-	-
207.23.7207.51729 HEALTH INSURANCE	10,887	11,639	11,398	28,373	28,868	-	-
207.23.7207.51730 DENTAL INSURANCE	880	841	757	1,500	1,412	-	-
207.23.7207.51732 LONG TERM DISABILITY	421	334	319	351	318	-	-
207.23.7207.51733 LIFE INSURANCE	48	35	33	63	60	-	-
<b>Materials &amp; Services</b>	<b>209,705</b>	<b>258,129</b>	<b>201,396</b>	<b>320,421</b>	<b>359,921</b>	-	-
207.23.7207.52101 ADVERTISING & PROMOTIONS	23,343	38,535	39,037	45,000	55,000	-	-
207.23.7207.52103 AGENCY LICENSES/ASSESS/PERMITS	1,627	1,578	2,036	4,000	2,500	-	-
207.23.7207.52113 INSURANCE & BONDS	513	1,036	849	600	600	-	-
207.23.7207.52116 POSTAGE	4,422	8,658	11,006	9,000	10,000	-	-
207.23.7207.52148 GENERAL GRANTS	-	23,822	-	50,000	50,000	-	-
207.23.7207.52149 MINI GRANTS	-	1,048	6,122	15,000	15,000	-	-
207.23.7207.52327 LAND LEASE	8,971	10,000	9,694	10,000	10,000	-	-
207.23.7207.52398 ADMINISTRATIVE COST	13,459	13,425	16,924	13,821	13,821	-	-
207.23.7207.52401 CONTRACTED SERVICES	136,912	142,002	101,043	150,000	180,000	-	-
207.23.7207.52656 GAS & OIL	688	708	964	1,000	1,000	-	-

Fund Name 207 - Household Hazardous Waste  
 Dept Name (All)  
 Division (Subdept) Name (All)

Row Labels	Data						
	2018 Actual	2019 Actual	2020 Projected	2020 Revised Budget	2021 Proposed	2021 Approved Budget	2021 Adopted Budget
207.23.7207.52657 VEHICLE - REPAIR & MAINTENANCE	403	131	150	1,500	1,500	-	-
207.23.7207.52711 MEALS LODGING & REGISTRATION	3,937	3,522	4,222	4,000	4,000	-	-
207.23.7207.52731 TRAVEL & MILEAGE	30	370	696	500	500	-	-
207.23.7207.52801 BLDG REPAIR & MAINT	6,234	6,000	5,510	6,000	6,000	-	-
207.23.7207.52910 SUPPLIES - OFFICE	9,166	7,294	3,143	10,000	10,000	-	-
<b>Capital</b>	<b>11,500</b>	-	<b>32,831</b>	<b>40,000</b>	<b>50,000</b>	-	-
207.23.7207.53111 CAPITAL EXPENDITURES	11,500	-	4,095	10,000	50,000	-	-
207.23.7207.53201 VEHICLES	-	-	28,736	30,000	-	-	-
<b>Contingency</b>	-	-	-	<b>159,499</b>	<b>205,738</b>	-	-
207.23.7207.57207 CONTINGENCY	-	-	-	159,499	205,738	-	-
<b>Unappropriated</b>	-	-	-	<b>200,000</b>	<b>200,000</b>	-	-
207.23.7207.59207 UNAPPROPRIATED	-	-	-	200,000	200,000	-	-



# PUBLIC WORKS

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

This department provides the following services:

- Maintenance and safety improvements for 657 miles of County roads, 125 bridges, hundreds of culverts, and many other road features 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
- Provide comprehensive information on weed control issues as well as enforcement

### FUND BALANCE / FISCAL HEALTH

YEAR	FTE	BUDGET	ACTUAL	VARIANCE	VARIANCE %
17/18	1	\$3,356,669	\$3,097,756	\$258,912	8%
18/19	1	\$5,990,762	\$3,350,163	\$2,640,599	44%
19/20	1	\$7,223,492	\$4,425,694	\$2,797,798	39%
20/21	1	\$6,578,295			

### SIGNIFICANT BUDGET CHANGES

Another two year extension of Secure Rural Schools (SRS) funding has been approved. The first payment was received this FY 20 - \$515,349 with another payment due in FY 21 - \$482,737 estimated.

Weed and Pest has been moved to within the Public Works fund.

### OPPORTUNITIES

In addition to agreements for services, contract work for local municipalities and applying for grants, Public Works continues to work with federal partners and other groups to promote the implementation of a permanent funding package for rural roads in lieu of SRS funding.

### CAPITAL NEEDS

PW is requesting to implement its Equipment Replacement Program in FY 21. Request is for three Dump Trucks - \$495k estimated cost. Program was discussed with Finance Director, AO and Steve Kramer.

### EXTRAORDINARY ISSUES

Three retirement eligible staff members within the next 18 to 36 months will create staffing gaps to be addressed – Weed Superintendent, Road Maint Supervisor & Road Specialist position

Fund Name 202 - Public Works  
 Dept Name (All)

Row Labels	Data						
	2018 Actual	2019 Actual	2020 Projected	2020 Revised Budget	2021 Proposed	2021 Approved Budget	2021 Adopted Budget
<b>Resource</b>							
<b>Revenue</b>	<b>8,188,812</b>	<b>7,354,222</b>	<b>6,961,814</b>	<b>7,223,492</b>	<b>6,578,295</b>	-	-
1202 - General Resouces							
202.00.1202.400.000 BEGINNING FUND BALANCE	-	-	3,322,416	3,690,206	2,431,010	-	-
202.00.1202.400.202 BEGINNING FUND BALANCE	4,383,719	3,294,143	-	-	-	-	-
202.00.1202.415.356 RENT-E 2ND ST	3,180	3,180	3,180	3,180	-	-	-
202.00.1202.417.104 INTEREST EARNED	28,919	58,082	67,258	40,000	45,000	-	-
202.00.1202.417.107 MARK TO MARKET - UNREALIZED GAIN/LOSS	(30,396)	33,826	6,646	-	-	-	-
202.00.1202.450.219 TRANSFER FROM WEED FUND	195,153	-	-	-	-	-	-
5182 - Weed & Pest							
202.22.5182.414.327 B P A CONTRACT	34,000	-	12,000	12,000	12,000	-	-
202.22.5182.414.332 FROM CITIES/AGENCIES	18,305	39,322	26,438	20,000	20,000	-	-
202.22.5182.414.335 STATE HWY CONTRACT	143,464	114,092	96,216	100,000	80,000	-	-
202.22.5182.414.336 STATE SUB CONTRACT	86,574	80,820	-	50,000	55,000	-	-
202.22.5182.414.338 WARM SPRINGS CONTRACT	24,000	40,000	40,000	30,000	40,000	-	-
202.22.5182.414.352 W&P - OTHER GOVERNMENTS	21,674	15,554	49,936	20,000	20,000	-	-
5281 - Public Works							
202.22.5281.411.185 PERMITS & FEES	14,208	15,987	13,672	12,000	12,000	-	-
202.22.5281.412.620 STATE PERMITS	1,232	838	500	500	-	-	-
202.22.5281.412.648 MOTOR VEHICLE FUNDS	2,087,010	2,461,047	2,193,861	2,506,144	2,750,000	-	-
202.22.5281.412.665 STP FUND EXCHANGE	269,349	266,106	284,938	283,225	280,848	-	-
202.22.5281.412.681 STATE GRANT/REIMBURSEMENT	84,790	101,820	75,000	75,000	80,000	-	-
202.22.5281.413.865 FEDERAL FOREST RECEIPTS - #10.665	513,649	531,238	515,349	151,537	482,737	-	-
202.22.5281.413.878 MINERAL LEASES - #15.214	-	154	157	100	100	-	-
202.22.5281.413.905 FLOOD CONTROL LEASES - #12.112	174	175	176	100	100	-	-
202.22.5281.414.321 PETROLEUM PRODUCTS SOLD	157,278	174,212	135,324	130,000	140,000	-	-
202.22.5281.414.342 CONT WORK-OTHER GOVT	119,220	93,523	97,238	75,000	75,000	-	-
202.22.5281.414.358 PETROLEUM PRODUCTS - 21 CENTS	15,220	14,845	11,548	12,000	12,000	-	-
202.22.5281.420.453 EQUIPMENT SOLD	4,283	5,000	-	10,000	40,000	-	-
202.22.5281.421.241 MISC RECEIPTS	2,145	9,606	7,275	2,000	2,000	-	-
202.22.5281.421.256 MISC SUPPLIES AND EQUIP SOLD	51	-	-	-	-	-	-
202.22.5281.421.257 MISCELLANEOUS REFUNDS	134	169	-	-	-	-	-
202.22.5281.421.265 DAMAGE PAYMENTS	11,477	483	2,686	500	500	-	-
<b>Requirement</b>							
<b>Personnel</b>	<b>1,796,731</b>	<b>1,859,458</b>	<b>1,890,352</b>	<b>1,994,060</b>	<b>2,055,520</b>	-	-
5182 - Weed & Pest							
202.22.5182.51273 WEED SUPERINTENDENT	59,649	59,821	63,191	61,368	61,365	-	-
202.22.5182.51602 OVERTIME	8,178	9,852	8,440	5,160	5,000	-	-

Fund Name  
Dept Name

202 - Public Works  
(All)

Row Labels	Data						
	2018 Actual	2019 Actual	2020 Projected	2020 Revised Budget	2021 Proposed	2021 Approved Budget	2021 Adopted Budget
202.22.5182.51701 FICA	4,533	4,763	4,927	4,544	4,509	-	-
202.22.5182.51705 WORKERS' COMPENSATION	1,213	2,041	1,245	2,188	2,166	-	-
202.22.5182.51721 PERS	13,430	13,902	14,557	16,047	12,708	-	-
202.22.5182.51729 HEALTH INSURANCE	15,135	13,667	12,318	13,362	13,723	-	-
202.22.5182.51730 DENTAL INSURANCE	667	648	595	637	617	-	-
202.22.5182.51732 LONG TERM DISABILITY	321	316	308	325	311	-	-
202.22.5182.51733 LIFE INSURANCE	28	27	26	27	27	-	-
5281 - Public Works							
202.22.5281.51249 ROADMASTER	78,297	80,255	84,396	84,288	86,392	-	-
202.22.5281.51251 SURVEYOR	39,543	43,138	44,476	45,827	44,476	-	-
202.22.5281.51254 ROAD SUPERINTENDENT	70,874	71,166	74,126	77,090	74,126	-	-
202.22.5281.51255 GENERAL SUPERVISOR	58,892	57,621	60,728	61,512	63,056	-	-
202.22.5281.51256 SHOP SUPERVISOR	54,081	55,433	59,254	59,064	61,365	-	-
202.22.5281.51258 ROAD MAINT SUPERVISOR	231,585	252,657	259,381	218,328	266,511	-	-
202.22.5281.51260 SURVEY & ENGINEERING TECH	33,128	37,182	39,212	39,206	40,192	-	-
202.22.5281.51261 OFFICE MANAGER	46,570	46,570	46,570	48,024	46,570	-	-
202.22.5281.51262 ROAD SURVEYOR	3,401	-	-	-	-	-	-
202.22.5281.51263 ROAD SPECIALIST	172,078	166,942	204,717	189,886	322,040	-	-
202.22.5281.51264 ROAD TECH II	167,469	232,171	241,873	264,984	156,645	-	-
202.22.5281.51265 MECHANICS	46,117	47,346	51,417	50,808	52,790	-	-
202.22.5281.51269 SEASONAL/TEMPORARY	57,038	15,752	26,327	19,377	20,041	-	-
202.22.5281.51339 ROAD LABORERS	83,366	15,616	-	33,168	32,815	-	-
202.22.5281.51602 OVERTIME	17,937	48,562	17,899	31,344	30,400	-	-
202.22.5281.51621 CELL PHONE ALLOWANCE	1,155	960	960	960	960	-	-
202.22.5281.51680 VACATION CASH OUT	6,245	2,623	1,362	-	-	-	-
202.22.5281.51681 COMP/HOLIDAY BANK CASHOUT	1,564	12,375	5,954	4,128	4,000	-	-
202.22.5281.51701 FICA	83,680	88,072	90,119	91,357	96,484	-	-
202.22.5281.51703 UNEMPLOYMENT INSURANCE	-	2,715	-	-	-	-	-
202.22.5281.51705 WORKERS' COMPENSATION	37,393	45,952	30,939	50,738	54,150	-	-
202.22.5281.51721 PERS	163,350	176,875	184,627	240,547	191,301	-	-
202.22.5281.51729 HEALTH INSURANCE	218,324	233,764	240,687	258,823	289,582	-	-
202.22.5281.51730 DENTAL INSURANCE	15,134	14,293	13,329	14,291	14,528	-	-
202.22.5281.51732 LONG TERM DISABILITY	5,735	5,772	5,805	6,020	6,011	-	-
202.22.5281.51733 LIFE INSURANCE	621	609	587	632	659	-	-
<b>Materials &amp; Services</b>	<b>1,471,806</b>	<b>1,571,508</b>	<b>1,517,842</b>	<b>1,595,250</b>	<b>1,486,100</b>	-	-
5182 - Weed & Pest							
202.22.5182.52113 INSURANCE & BONDS	1,100	-	1,200	1,200	1,200	-	-
202.22.5182.52122 TELEPHONE	2,649	1,665	2,195	2,200	2,200	-	-

Fund Name  
Dept Name

202 - Public Works  
(All)

Row Labels	Data						
	2018 Actual	2019 Actual	2020 Projected	2020 Revised Budget	2021 Proposed	2021 Approved Budget	2021 Adopted Budget
202.22.5182.52631 SAFETY EQUIPMENT & SUPPLIES	626	784	1,960	1,200	1,200	-	-
202.22.5182.52651 EQUIPMENT - REPAIR & MAINTENANCE	3,126	-	-	-	-	-	-
202.22.5182.52656 GAS & OIL	6,300	6,081	6,515	7,500	7,500	-	-
202.22.5182.52657 VEHICLE - REPAIR & MAINTENANCE	6,111	-	-	-	-	-	-
202.22.5182.52701 TRAINING & EDUCATION	591	901	206	2,000	2,000	-	-
202.22.5182.52731 TRAVEL & MILEAGE	-	-	780	100	100	-	-
202.22.5182.52801 BLDG REPAIR & MAINT	-	-	116	-	-	-	-
202.22.5182.52870 UTILITIES	1,374	627	-	600	600	-	-
202.22.5182.52910 SUPPLIES - OFFICE	1,059	416	141	1,000	1,000	-	-
202.22.5182.52972 CHEMICALS & MATERIALS	112,934	119,563	119,593	120,000	120,000	-	-
5281 - Public Works							
202.22.5281.52111 DUES & SUBSCRIPTIONS	1,030	3,435	4,714	4,000	4,000	-	-
202.22.5281.52113 INSURANCE & BONDS	56,367	59,859	64,429	55,000	55,000	-	-
202.22.5281.52115 LEGAL NOTICES & PUBLISHING	-	200	168	500	500	-	-
202.22.5281.52116 POSTAGE	90	161	349	500	500	-	-
202.22.5281.52122 TELEPHONE	9,196	10,209	10,018	9,200	9,300	-	-
202.22.5281.52142 FUEL SYSTEM R&M (FUNDED BY 16 CENTS)	5,475	5,402	1,532	5,000	5,000	-	-
202.22.5281.52350 TAXES/PERMITS/ASSESSMENTS	1,978	2,105	3,014	3,500	3,500	-	-
202.22.5281.52363 TESTING & CERTIFICATIONS	1,751	4,251	3,494	4,000	4,000	-	-
202.22.5281.52426 CONTR SRVCS - WORK	192,080	127,357	171,788	190,000	65,000	-	-
202.22.5281.52605 EQUIPMENT - OFFICE/ENG/RADIO	2,432	1,077	1,274	10,000	10,000	-	-
202.22.5281.52631 SAFETY EQUIPMENT & SUPPLIES	7,634	7,592	6,777	10,000	10,000	-	-
202.22.5281.52651 EQUIPMENT - REPAIR & MAINTENANCE	200,696	237,332	280,846	200,000	230,000	-	-
202.22.5281.52701 TRAINING & EDUCATION	500	343	1,078	3,000	5,000	-	-
202.22.5281.52711 MEALS LODGING & REGISTRATION	1,824	1,311	644	5,000	8,000	-	-
202.22.5281.52731 TRAVEL & MILEAGE	1,011	75	297	250	500	-	-
202.22.5281.52834 BLDG REPAIR & MAINT - PUBLIC WORKS	5,042	6,195	6,282	5,000	5,000	-	-
202.22.5281.52835 SHOP & YARD - MAINT & REPAIR	3,929	770	641	10,000	10,000	-	-
202.22.5281.52877 UTILITIES - PW & POP	37,352	39,368	31,624	36,000	38,000	-	-
202.22.5281.52878 UTILITIES - RENTALS	14,965	12,183	13,214	16,000	17,000	-	-
202.22.5281.52909 SUPPLIES	31,545	68,795	21,391	50,000	40,000	-	-
202.22.5281.52948 SUPPLIES - SIGNS	3,152	6,754	5,036	5,000	5,000	-	-
202.22.5281.52949 SUPPLIES - HOT MIX	48,012	48,752	52,196	60,000	50,000	-	-
202.22.5281.52950 SUPPLIES - PAINT & BEADS	72,674	73,225	49,730	75,000	60,000	-	-
202.22.5281.52972 CHEMICALS & MATERIALS	65,478	48,190	38,015	50,000	50,000	-	-
202.22.5281.52973 PETROLEUM PRODUCTS	307,543	351,310	289,085	325,000	355,000	-	-
202.22.5281.52974 EMULSIFIED ASPHALT	264,180	325,220	327,500	327,500	310,000	-	-
<b>Transfer</b>	<b>2,000,000</b>	<b>-</b>	<b>1,000,000</b>	<b>1,000,000</b>	<b>-</b>	<b>-</b>	<b>-</b>

Fund Name 202 - Public Works  
 Dept Name (All)

Row Labels	Data						
	2018 Actual	2019 Actual	2020 Projected	2020 Revised Budget	2021 Proposed	2021 Approved Budget	2021 Adopted Budget
9202 - General Requirments							
202.99.9202.55321 TRANSFER TO ROAD RESERVE FUND	2,000,000	-	1,000,000	1,000,000	-	-	-
<b>Capital</b>	<b>81,135</b>	<b>26,588</b>	<b>17,500</b>	<b>17,500</b>	<b>495,000</b>	-	-
5182 - Weed & Pest							
202.22.5182.53301 EQUIPMENT - CAPITAL	12,890	-	-	-	-	-	-
5281 - Public Works							
202.22.5281.53302 EQUIPMENT - ROAD	8,245	-	17,500	17,500	495,000	-	-
202.22.5281.53406 PRESERVATION PROJECT	60,000	26,588	-	-	-	-	-
<b>Contingency</b>	-	-	-	<b>1,729,630</b>	<b>2,018,310</b>	-	-
9202 - General Requirments							
202.99.9202.57202 CONTINGENCY	-	-	-	1,729,630	2,018,310	-	-
<b>Unappropriated</b>	-	-	-	<b>887,052</b>	<b>523,365</b>	-	-
9202 - General Requirments							
202.99.9202.59202 UNAPPROPRIATED	-	-	-	887,052	523,365	-	-

Fund Name 101 - General Fund  
 Dept Name 22 - Public Works  
 Division (Subdept) Name 5122 - Surveyor

Row Labels	Data						
	2018 Actual	2019 Actual	2020 Projected	2020 Revised Budget	2021 Proposed	2021 Approved Budget	2021 Adopted Budget
<b>Resource</b>							
<b>Revenue</b>	<b>57,765</b>	<b>60,640</b>	<b>19,150</b>	<b>16,200</b>	<b>18,675</b>	-	-
101.22.5122.411.175 SURVEY FILING FEES	6,145	10,845	7,640	5,500	6,475	-	-
101.22.5122.411.176 SURVEYOR PLAT CHECK	12,120	10,795	9,510	8,500	10,000	-	-
101.22.5122.412.681 STATE GRANT/REIMBURSEMENT	39,500	39,000	2,000	2,000	2,000	-	-
101.22.5122.421.241 MISC RECEIPTS	-	-	-	100	100	-	-
101.22.5122.421.242 PHOTO/DIGITAL COPY FEES	-	-	-	100	100	-	-
<b>Requirement</b>							
<b>Personnel</b>	<b>36,222</b>	<b>37,353</b>	<b>39,744</b>	<b>42,588</b>	<b>40,617</b>	-	-
101.22.5122.51251 SURVEYOR	22,767	21,569	22,238	22,914	22,238	-	-
101.22.5122.51260 SURVEY & ENGINEERING TECH	4,141	4,648	4,902	4,901	5,024	-	-
101.22.5122.51621 CELL PHONE ALLOWANCE	190	180	180	180	180	-	-
101.22.5122.51701 FICA	2,073	1,902	1,884	1,938	1,892	-	-
101.22.5122.51705 WORKERS' COMPENSATION	357	236	198	300	289	-	-
101.22.5122.51721 PERS	2,950	3,093	3,387	4,815	3,277	-	-
101.22.5122.51729 HEALTH INSURANCE	3,316	5,316	6,571	7,126	7,323	-	-
101.22.5122.51730 DENTAL INSURANCE	272	259	238	255	247	-	-
101.22.5122.51732 LONG TERM DISABILITY	145	139	136	148	136	-	-
101.22.5122.51733 LIFE INSURANCE	11	11	10	11	11	-	-
<b>Materials &amp; Services</b>	<b>5,596</b>	<b>6,652</b>	<b>15,730</b>	<b>9,700</b>	<b>14,000</b>	-	-
101.22.5122.52111 DUES & SUBSCRIPTIONS	580	1,491	1,971	600	700	-	-
101.22.5122.52122 TELEPHONE	-	-	-	900	900	-	-
101.22.5122.52510 COMPUTER SOFTWARE	1,965	300	7,198	1,000	3,000	-	-
101.22.5122.52603 EQUIPMENT - FIELD	-	23	-	500	500	-	-
101.22.5122.52604 EQUIPMENT - OFFICE	-	-	-	300	300	-	-
101.22.5122.52651 EQUIPMENT - REPAIR & MAINTENANCE	-	-	62	500	500	-	-
101.22.5122.52656 GAS & OIL	-	1,794	2,601	500	2,500	-	-
101.22.5122.52701 TRAINING & EDUCATION	439	-	893	1,000	1,000	-	-
101.22.5122.52711 MEALS LODGING & REGISTRATION	1,180	1,877	2,135	2,000	2,000	-	-
101.22.5122.52731 TRAVEL & MILEAGE	27	-	179	100	100	-	-
101.22.5122.52910 SUPPLIES - OFFICE	660	1,167	691	300	500	-	-
101.22.5122.52921 SUPPLIES - FIELD	745	-	-	2,000	2,000	-	-

# WATERMASTER

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

This department provides the following services:

- Regulation of water use so that senior water rights get the amount they are entitled to under Oregon Law. This includes responding to water use complaints from the public and the conducting of dam safety inspections to prevent lost of life and property
- Maintaining accurate water right and well records, researching water rights for new and prospective land owners, providing copies of water rights and well logs, and maps showing diversion locations
- Collecting stream flow and well water level data

### FUND BALANCE / FISCAL HEALTH

YEAR	FTE	BUDGET	ACTUAL	VARIANCE	VARIANCE %
17/18	0	\$2,415	\$3,340	\$(925)	(38)%
18/19	0	\$3,730	\$3,802	\$(72)	(2)%
19/20	0	\$3,730	\$336	\$3,394	91%
20/21	0	\$3,730			

### SIGNIFICANT BUDGET CHANGES

None.

Note – The current Watermaster is retiring in a few years and will be training a replacement for his position. A computer terminal was added to facilitate this training – no additional cost to the county.

### OPPORTUNITIES

None.

### CAPITAL NEEDS

None.

### EXTRAORDINARY ISSUES

None, this work is governed by state statute. If water laws change, then work and services will adjust to comply with those changes.

Fund Name	101 - General Fund
Dept Name	22 - Public Works
Division (Subdept) Name	5123 - Watermaster

Row Labels	Data						
	2018 Actual	2019 Actual	2020 Projected	2020 Revised Budget	2021 Proposed	2021 Approved Budget	2021 Adopted Budget
<b>Resource</b>							
<b>Revenue</b>	<b>1,865</b>	<b>1,865</b>	<b>1,865</b>	<b>1,865</b>	<b>1,865</b>	-	-
101.22.5123.414.339 HOOD RIVER COUNTY - WATERMASTER	1,865	1,865	1,865	1,865	1,865	-	-
<b>Requirement</b>							
<b>Materials &amp; Services</b>	<b>3,340</b>	<b>3,718</b>	<b>336</b>	<b>3,730</b>	<b>3,730</b>	-	-
101.22.5123.52119 RENT	3,180	3,180	-	3,180	3,180	-	-
101.22.5123.52122 TELEPHONE	145	80	71	150	150	-	-
101.22.5123.52910 SUPPLIES - OFFICE	15	458	265	400	400	-	-



Fund Name 205 - Land Corner Preservation  
 Dept Name (All)  
 Division (Subdept) Name (All)

Row Labels	Data						
	2018 Actual	2019 Actual	2020 Projected	2020 Revised Budget	2021 Proposed	2021 Approved Budget	2021 Adopted Budget
<b>Resource</b>							
<b>Revenue</b>	<b>83,816</b>	<b>94,185</b>	<b>110,902</b>	<b>103,957</b>	<b>110,830</b>	-	-
205.00.0000.417.107 MARK TO MARKET - UNREALIZED GAIN/LOSS	-	730	153	-	-	-	-
205.00.1205.400.000 BEGINNING FUND BALANCE	-	-	73,913	75,057	79,930	-	-
205.00.1205.400.205 BEGINNING FUND BALANCE	49,528	62,877	-	-	-	-	-
205.00.1205.417.104 INTEREST EARNED	696	1,258	1,634	900	900	-	-
205.22.5222.411.177 SURVEYOR FEES	33,592	29,320	35,202	28,000	30,000	-	-
<b>Requirement</b>							
<b>Personnel</b>	<b>18,438</b>	<b>16,873</b>	<b>17,838</b>	<b>19,013</b>	<b>18,298</b>	-	-
205.22.5222.51251 SURVEYOR	9,586	7,190	7,413	7,638	7,413	-	-
205.22.5222.51260 SURVEY & ENGINEERING TECH	4,141	4,648	4,902	4,901	5,024	-	-
205.22.5222.51621 CELL PHONE ALLOWANCE	80	60	60	60	60	-	-
205.22.5222.51701 FICA	1,056	870	878	896	887	-	-
205.22.5222.51705 WORKERS' COMPENSATION	112	122	85	136	132	-	-
205.22.5222.51721 PERS	1,419	1,394	1,534	2,167	1,492	-	-
205.22.5222.51729 HEALTH INSURANCE	1,814	2,391	2,780	3,015	3,098	-	-
205.22.5222.51730 DENTAL INSURANCE	150	130	119	127	123	-	-
205.22.5222.51732 LONG TERM DISABILITY	74	63	62	67	63	-	-
205.22.5222.51733 LIFE INSURANCE	6	5	5	6	6	-	-
<b>Materials &amp; Services</b>	-	<b>3,400</b>	<b>5,500</b>	<b>5,500</b>	<b>6,000</b>	-	-
205.22.5222.52398 ADMINISTRATIVE COST	-	2,500	2,500	2,500	3,000	-	-
205.22.5222.52401 CONTRACTED SERVICES	-	900	3,000	3,000	3,000	-	-
<b>Transfer</b>	<b>2,500</b>	-	-	-	-	-	-
205.99.9205.55101 TRANSFER TO GENERAL FUND	2,500	-	-	-	-	-	-
<b>Contingency</b>	-	-	-	<b>39,940</b>	<b>39,940</b>	-	-
205.99.9205.57205 CONTINGENCY	-	-	-	39,940	39,940	-	-
<b>Unappropriated</b>	-	-	-	<b>39,504</b>	<b>46,592</b>	-	-
205.99.9205.59205 UNAPPROPRIATED	-	-	-	39,504	46,592	-	-

Fund Name	321 - Road Reserve
Dept Name	(All)
Division (Subdept) Name	(All)

Row Labels	Data						
	2018 Actual	2019 Actual	2020 Projected	2020 Revised Budget	2021 Proposed	2021 Approved Budget	2021 Adopted Budget
<b>Resource</b>							
<b>Revenue</b>	<b>4,863,014</b>	<b>4,999,311</b>	<b>6,100,660</b>	<b>5,972,857</b>	<b>5,336,217</b>	-	-
321.00.1321.400.000 BEGINNING FUND BALANCE	-	-	4,999,311	4,930,857	5,278,157	-	-
321.00.1321.400.321 BEGINNING FUND BALANCE	2,836,374	4,863,014	-	-	-	-	-
321.00.1321.417.104 INTEREST EARNED	54,518	85,964	91,535	42,000	58,060	-	-
321.00.1321.417.107 MARK TO MARKET - UNREALIZED GAIN/LOSS	(27,878)	50,333	9,814	-	-	-	-
321.00.1321.450.202 TRANSFER FROM PUBLIC WORKS FUND	2,000,000	-	1,000,000	1,000,000	-	-	-
<b>Requirement</b>							
<b>Personnel</b>	-	-	<b>801,000</b>	<b>801,000</b>	-	-	-
321.22.5321.51723 PERS SIDE ACCOUNT	-	-	801,000	801,000	-	-	-
<b>Materials &amp; Services</b>	-	-	-	<b>1,171,857</b>	<b>1,336,217</b>	-	-
321.22.5321.52401 CONTRACTED SERVICES	-	-	-	1,171,857	1,336,217	-	-
<b>Capital</b>	-	-	-	<b>4,000,000</b>	<b>4,000,000</b>	-	-
321.22.5321.53108 OPERATING RESERVE	-	-	-	2,000,000	2,000,000	-	-
321.22.5321.53302 EQUIPMENT - ROAD	-	-	-	2,000,000	2,000,000	-	-

# YOUTH SERVICES

## GENERAL FUND (101) YOUTH (24) YOUTH SERVICES (5134) & YOUTHTHINK (5232)

Juvenile Justice Division: “Enhancing community safety and reducing recidivism of youthful offenders”. The Department of Youth Services supervises youth referred by law enforcement for acts that are considered to be violations of law. The Department works with community agencies to create services to prevent youth and families from entering into the juvenile justice system. Wasco County maximizes regional and state partnerships to offset local general fund obligations. Services within Youth Services include supervision, skill building and reparation to the community through supervised community work service.

YouthThink: Community focused prevention and promotion division focusing on reducing risky and destructive behavior by addressing the “WHY” behind the behavior. Strategies include education and awareness of emotional literacy as a resiliency tool for all ages to discover the real reasons behind destructive behavior. YouthThink partners with local non-profits, schools, and health care entities to outreach across Wasco County and regionally. As policies are created across the continuum, YouthThink brings the question, “What about the children?” to every table. With the legalization of recreational marijuana in 2016, YouthThink expands the work with businesses and community.

### FUND BALANCE / FISCAL HEALTH

YEAR	FTE	BUDGET	ACTUAL	VARIANCE	VARIANCE %
17/18	7.0	\$618,723	\$614,678	\$4,045	1%
18/19	7.0	\$635,997	\$635,770	\$227	0%
19/20	8.0	\$926,276	\$842,809	\$83,467	9%
20/21	8.0	\$917,408			

### OPPORTUNITIES

During the 2019-2020 fiscal year the Department of Youth Services was able to receive the full grant funding available through the Oregon Youth Authority and Oregon Department of Education.

The Department of Youth Services also experienced turn over during 2019-2020 fiscal year and will be completing a personnel planning session.

### BUDGET CHANGES

During the 2019-2020 fiscal year the prevention division of Youth Services has been integrated. This change will continue to take shape over the next fiscal year. The integration has increased the communication throughout the Department. With COVID-19, Youth Services has two staff working closely with Unified Command.

### CAPITAL NEEDS

None

### EXTRAORDINARY ISSUES

The Department of Youth Services was impacted by the COVID-19 and the Executive Orders that occurred during the Spring of 2020. These impacts will be understood and realized during the 2020-2021 fiscal year.

Fund Name	101 - General Fund
Dept Name	24 - Prevention Division
Division (Subdept) Name	5134 - Youth Services

Row Labels	Data						
	2018 Actual	2019 Actual	2020 Projected	2020 Revised Budget	2021 Proposed	2021 Approved Budget	2021 Adopted Budget
<b>Resource</b>							
<b>Revenue</b>	<b>58,208</b>	<b>99,972</b>	<b>63,817</b>	<b>87,025</b>	<b>58,225</b>	-	-
101.24.5134.411.152 JUVENILE DRUG SCREEN	-	90	15	100	100	-	-
101.24.5134.411.169 SKILL GROUP FEES	2,050	2,034	1,500	1,500	1,000	-	-
101.24.5134.411.174 CLIENT FEES-SUPERVISION	145	70	147	600	300	-	-
101.24.5134.412.601 1065 CORRECTIONS ASSESS	31,001	62,513	40,000	40,000	40,000	-	-
101.24.5134.412.696 COMM WORK SERVICE - CITY OF TD	13,650	13,650	13,650	13,650	13,650	-	-
101.24.5134.419.436 DONATIONS	7,475	925	5,600	-	-	-	-
101.24.5134.421.241 MISC RECEIPTS	3,352	1,225	2,388	2,875	2,875	-	-
101.24.5134.421.242 PHOTO/DIGITAL COPY FEES	535	412	517	300	300	-	-
101.24.5134.421.245 PAYROLL REIMBURSEMENT	-	19,053	-	28,000	-	-	-
<b>Requirement</b>							
<b>Personnel</b>	<b>581,721</b>	<b>589,470</b>	<b>618,127</b>	<b>648,322</b>	<b>658,558</b>	-	-
101.24.5134.51500 YOUTH SERVICES DIRECTOR	78,743	76,571	78,944	78,936	78,944	-	-
101.24.5134.51503 SECRETARY II	40,640	40,791	40,791	42,048	40,791	-	-
101.24.5134.51505 JUV COURT COUNSELOR ASSISTANT	44,496	40,155	41,186	47,712	47,701	-	-
101.24.5134.51506 TITLE III COUNSELOR	42,863	44,304	47,125	47,184	48,360	-	-
101.24.5134.51507 JUV COURT COUNSELORS	182,954	185,943	203,229	194,868	222,199	-	-
101.24.5134.51602 OVERTIME	55	-	157	48	50	-	-
101.24.5134.51621 CELL PHONE ALLOWANCE	600	600	600	600	600	-	-
101.24.5134.51622 STIPEND	3,715	3,876	3,996	4,008	3,997	-	-
101.24.5134.51681 COMP/HOLIDAY BANK CASHOUT	4,350	2,286	408	-	-	-	-
101.24.5134.51701 FICA	29,045	28,447	29,943	29,815	31,914	-	-
101.24.5134.51705 WORKERS' COMPENSATION	5,072	4,301	3,569	5,310	5,789	-	-
101.24.5134.51721 PERS	67,422	67,939	72,067	93,664	71,623	-	-
101.24.5134.51729 HEALTH INSURANCE	74,922	87,432	89,724	97,305	99,989	-	-
101.24.5134.51730 DENTAL INSURANCE	4,562	4,534	4,165	4,458	4,318	-	-
101.24.5134.51732 LONG TERM DISABILITY	2,088	2,100	2,044	2,177	2,094	-	-
101.24.5134.51733 LIFE INSURANCE	194	191	179	189	189	-	-
<b>Materials &amp; Services</b>	<b>32,957</b>	<b>46,300</b>	<b>39,773</b>	<b>35,919</b>	<b>36,070</b>	-	-
101.24.5134.52111 DUES & SUBSCRIPTIONS	1,798	1,751	924	1,700	1,700	-	-
101.24.5134.52122 TELEPHONE	790	436	553	1,000	1,000	-	-
101.24.5134.52304 ELECTRONIC MONITORING	1,369	2,057	718	4,650	2,500	-	-
101.24.5134.52323 JUVENILE AID	1,725	6,530	2,870	3,000	3,000	-	-

Fund Name	101 - General Fund
Dept Name	24 - Prevention Division
Division (Subdept) Name	5134 - Youth Services

Row Labels	Data						
	2018 Actual	2019 Actual	2020 Projected	2020 Revised Budget	2021 Proposed	2021 Approved Budget	2021 Adopted Budget
101.24.5134.52324 JUVENILE DETENTION	2,831	-	-	1,424	900	-	-
101.24.5134.52342 RESTITUTION-TITLE II	-	-	-	1,500	1,200	-	-
101.24.5134.52345 SHELTER CARE	4,150	-	15,000	6,000	8,000	-	-
101.24.5134.52358 WITNESS FEES	-	-	227	1,000	500	-	-
101.24.5134.52368 DRUG SCREENS	443	151	190	500	225	-	-
101.24.5134.52401 CONTRACTED SERVICES	-	18,080	-	-	-	-	-
101.24.5134.52460 FAMILY RESOURCE HOME	-	815	3,478	-	-	-	-
101.24.5134.52656 GAS & OIL	3,429	3,062	2,560	3,000	3,000	-	-
101.24.5134.52657 VEHICLE - REPAIR & MAINTANCE	393	1,309	2,969	1,500	1,500	-	-
101.24.5134.52663 VEHICLE - SET-UP	-	-	-	-	1,200	-	-
101.24.5134.52701 TRAINING & EDUCATION	3,030	1,578	1,897	1,945	2,145	-	-
101.24.5134.52711 MEALS LODGING & REGISTRATION	2,382	785	1,969	2,750	2,750	-	-
101.24.5134.52731 TRAVEL & MILEAGE	1,771	90	116	1,250	1,250	-	-
101.24.5134.52910 SUPPLIES - OFFICE	3,866	4,747	4,193	3,000	3,000	-	-
101.24.5134.52940 TITLE III WORK CREW	4,973	4,909	2,109	1,000	1,500	-	-
101.24.5134.52946 SUPPLIES - SKILL GROUP	7	-	-	700	700	-	-

Fund Name	(Multiple Items)
Dept Name	24 - Prevention Division
Division (Subdept) Name	5232 - Youth Think

Row Labels	Data						
	2018 Actual	2019 Actual	2020 Projected	2020 Revised Budget	2021 Proposed	2021 Approved Budget	2021 Adopted Budget
<b>Resource</b>							
<b>Revenue</b>	<b>118,466</b>	<b>177,902</b>	<b>119,613</b>	<b>128,500</b>	<b>159,000</b>	-	-
101.24.5232.412.608 STATE AD70 GRANT	-	-	61,500	61,500	61,500	-	-
101.24.5232.412.639 OREGON HEALTH AUTHORITY	-	-	-	31,500	31,500	-	-
101.24.5232.413.876 JUVENILE CRIME PREV - #16.540	-	-	22,500	22,500	30,000	-	-
101.24.5232.414.312 CITY OF THE DALLES	-	-	30,000	12,000	35,000	-	-
101.24.5232.419.436 DONATIONS	-	-	1,231	-	-	-	-
101.24.5232.419.450 DONATIONS - COMMISSION	-	-	2,000	1,000	1,000	-	-
101.24.5232.421.268 MISC REIMBURSEMENT	-	-	2,382	-	-	-	-
232.24.5232.412.608 STATE AD70 GRANT	51,418	46,312	-	-	-	-	-
232.24.5232.412.639 OREGON HEALTH AUTHORITY	59,500	29,750	-	-	-	-	-
232.24.5232.412.642 JCP - PREVENTION	3,500	45,000	-	-	-	-	-
232.24.5232.412.674 STATE GRANT	-	44,340	-	-	-	-	-
232.24.5232.413.858 YOUTH SUICIDE PREVENTION - #93.243	4,000	-	-	-	-	-	-
232.24.5232.414.312 CITY OF THE DALLES	-	12,000	-	-	-	-	-
232.24.5232.419.436 DONATIONS	10	500	-	-	-	-	-
232.24.5232.419.450 DONATIONS - COMMISSION	38	-	-	-	-	-	-
<b>Requirement</b>							
<b>Personnel</b>	<b>81,017</b>	<b>83,339</b>	<b>87,162</b>	<b>91,036</b>	<b>89,887</b>	-	-
101.24.5232.51513 PREVENTION COORDINATOR	-	-	59,868	59,880	61,365	-	-
101.24.5232.51621 CELL PHONE ALLOWANCE	-	-	600	600	600	-	-
101.24.5232.51701 FICA	-	-	4,626	4,627	4,741	-	-
101.24.5232.51705 WORKERS' COMPENSATION	-	-	71	127	117	-	-
101.24.5232.51721 PERS	-	-	12,230	15,229	12,251	-	-
101.24.5232.51729 HEALTH INSURANCE	-	-	8,845	9,592	9,858	-	-
101.24.5232.51730 DENTAL INSURANCE	-	-	595	637	617	-	-
101.24.5232.51732 LONG TERM DISABILITY	-	-	301	317	311	-	-
101.24.5232.51733 LIFE INSURANCE	-	-	26	27	27	-	-
232.24.5232.51513 PREVENTION COORDINATOR	55,725	56,888	-	-	-	-	-
232.24.5232.51621 CELL PHONE ALLOWANCE	600	600	-	-	-	-	-
232.24.5232.51701 FICA	4,311	4,398	-	-	-	-	-
232.24.5232.51705 WORKERS' COMPENSATION	83	110	-	-	-	-	-
232.24.5232.51721 PERS	11,152	11,488	-	-	-	-	-
232.24.5232.51729 HEALTH INSURANCE	8,156	8,878	-	-	-	-	-
232.24.5232.51730 DENTAL INSURANCE	667	648	-	-	-	-	-

Fund Name	(Multiple Items)
Dept Name	24 - Prevention Division
Division (Subdept) Name	5232 - Youth Think

Row Labels	Data						
	2018 Actual	2019 Actual	2020 Projected	2020 Revised Budget	2021 Proposed	2021 Approved Budget	2021 Adopted Budget
232.24.5232.51732 LONG TERM DISABILITY	295	302	-	-	-	-	-
232.24.5232.51733 LIFE INSURANCE	28	27	-	-	-	-	-
<b>Materials &amp; Services</b>	<b>34,388</b>	<b>65,269</b>	<b>97,747</b>	<b>150,999</b>	<b>132,893</b>	-	-
101.24.5232.52101 ADVERTISING & PROMOTIONS	-	-	796	11,000	11,000	-	-
101.24.5232.52111 DUES & SUBSCRIPTIONS	-	-	1,256	243	243	-	-
101.24.5232.52113 INSURANCE & BONDS	-	-	1,471	650	-	-	-
101.24.5232.52116 POSTAGE	-	-	796	500	500	-	-
101.24.5232.52122 TELEPHONE	-	-	872	700	700	-	-
101.24.5232.52409 CONTR SRVCS - OTHER	-	-	82,290	78,756	68,800	-	-
101.24.5232.52711 MEALS LODGING & REGISTRATION	-	-	4,255	6,500	6,500	-	-
101.24.5232.52731 TRAVEL & MILEAGE	-	-	2,872	4,500	4,000	-	-
101.24.5232.52910 SUPPLIES - OFFICE	-	-	360	8,400	8,400	-	-
101.24.5232.52935 SUPPLIES - PROGRAM ACTIVITY	-	-	2,779	39,750	32,750	-	-
232.24.5232.52101 ADVERTISING & PROMOTIONS	2,095	89	-	-	-	-	-
232.24.5232.52111 DUES & SUBSCRIPTIONS	339	349	-	-	-	-	-
232.24.5232.52113 INSURANCE & BONDS	589	814	-	-	-	-	-
232.24.5232.52116 POSTAGE	-	1,051	-	-	-	-	-
232.24.5232.52122 TELEPHONE	925	1,120	-	-	-	-	-
232.24.5232.52409 CONTR SRVCS - OTHER	22,429	26,408	-	-	-	-	-
232.24.5232.52435 CONTR SRVCS - YOUTH INVESTMENT	-	500	-	-	-	-	-
232.24.5232.52458 CONTR SRVCS - JCP BASIC GRANT	-	3,724	-	-	-	-	-
232.24.5232.52711 MEALS LODGING & REGISTRATION	1,632	4,136	-	-	-	-	-
232.24.5232.52731 TRAVEL & MILEAGE	437	1,318	-	-	-	-	-
232.24.5232.52910 SUPPLIES - OFFICE	1,546	542	-	-	-	-	-
232.24.5232.52935 SUPPLIES - PROGRAM ACTIVITY	4,396	25,218	-	-	-	-	-

# BUILDING CODES

## NEW FUNDS: BUILDING CODES GENERAL (150) & BUILDING CODES ELECTRICAL (160)

The Building Codes department will serve to provide building codes services to residents and businesses in Wasco County. To provide inspections and plan reviews for projects in Wasco County. Provide building code enforcement of the State building codes in Wasco County.

### FUND BALANCE / FISCAL HEALTH

YEAR	FTE	BUDGET	ACTUAL	VARIANCE	VARIANCE %
17/18			N/A – New Fund		
18/19					
19/20	8	\$6,347,716	\$1,208,873	\$5,138,843	81%
20/21	8	\$6,182,388			

### SIGNIFICANT BUDGET CHANGES

A 15% increase in the General and Electrical Programs for new fiscal year.  
Wasco County Building Codes Ordinance to be Amended to show new changes to fee schedule.

### OPPORTUNITIES

Reviewing certain commercial plans for permits.

### CAPITAL NEEDS

Several new chairs for the office.

### EXTRAORDINARY ISSUES

No new issues are foreseen in the new fiscal year. Do not foresee taking over other counties for Building Codes.



Fund Name 150 - Building Codes - General  
 Dept Name (All)  
 Division (Subdept) Name (All)

Row Labels	Data						
	2018 Actual	2019 Actual	2020 Projected	2020 Revised Budget	2021 Proposed	2021 Approved Budget	2021 Adopted Budget
<b>Resource</b>							
<b>Revenue</b>	-	247,355	2,203,518	5,213,050	5,058,226	-	-
150.00.5500.400.000 BEGINNING FUND BALANCE	-	-	1,412,371	2,621,743	3,468,549	-	-
150.00.5500.417.104 INTEREST EARNED	-	-	29,726	25,000	38,154	-	-
150.00.5500.417.107 MARK TO MARKET - UNREALIZED GAIN/LOSS	-	-	3,083	-	-	-	-
150.00.5500.450.160 TRANSFER IN FROM BUILDING CODES ELECTRIC	-	-	-	200,000	200,000	-	-
150.25.5500.411.550 MANUFACTURED DWELLING PLACEMENT	-	-	-	196,631	-	-	-
150.25.5500.411.600 STRUCTURAL PERMIT	-	-	-	589,892	-	-	-
150.25.5500.411.650 MECHANICAL PERMIT	-	-	-	589,892	-	-	-
150.25.5500.411.700 PLUMBING PERMIT	-	-	(283)	589,892	-	-	-
150.25.5500.411.900 STATE 12% SURCHARGE COLLECTION	-	13,774	39,291	100,000	100,000	-	-
150.25.5500.421.245 PAYROLL REIMBURSEMENT	-	-	208	-	-	-	-
150.25.5500.421.276 CONSTRUCTION EXCISE TAX (CET)	-	21,483	232,725	300,000	300,000	-	-
150.25.5600.411.550 MANUFACTURED DWELLING PLACEMENT	-	444	4,621	-	196,631	-	-
150.25.5600.411.600 STRUCTURAL PERMIT	-	147,279	367,844	-	589,892	-	-
150.25.5600.411.650 MECHANICAL PERMIT	-	61,914	48,851	-	70,000	-	-
150.25.5600.411.700 PLUMBING PERMIT	-	1,946	65,081	-	95,000	-	-
150.25.5600.411.900 STATE 12% SURCHARGE COLLECTION	-	515	-	-	-	-	-
<b>Requirement</b>							
<b>Personnel</b>	-	-	471,881	618,637	448,828	-	-
150.25.5500.51000 PERSONAL SERVICES	-	-	335,599	390,160	304,600	-	-
150.25.5500.51602 OVERTIME	-	-	137	16,493	16,000	-	-
150.25.5500.51701 FICA	-	-	24,778	31,109	23,365	-	-
150.25.5500.51705 WORKERS' COMPENSATION	-	-	3,190	14,218	3,708	-	-
150.25.5500.51721 PERS	-	-	26,694	44,946	36,369	-	-
150.25.5500.51723 PERS SIDE ACCOUNT	-	-	30,316	24,000	-	-	-
150.25.5500.51729 HEALTH INSURANCE	-	-	47,302	93,571	60,465	-	-
150.25.5500.51730 DENTAL INSURANCE	-	-	2,410	3,978	2,715	-	-
150.25.5500.51732 LONG TERM DISABILITY	-	-	1,351	-	1,487	-	-
150.25.5500.51733 LIFE INSURANCE	-	-	104	162	119	-	-
<b>Materials &amp; Services</b>	-	-	381,121	480,301	501,810	-	-
150.25.5500.52111 DUES & SUBSCRIPTIONS	-	-	-	1,200	-	-	-
150.25.5500.52115 LEGAL NOTICES & PUBLISHING	-	-	-	900	900	-	-
150.25.5500.52116 POSTAGE	-	-	-	300	300	-	-
150.25.5500.52119 RENT	-	-	14,988	12,240	14,076	-	-
150.25.5500.52122 TELEPHONE	-	-	-	300	3,880	-	-
150.25.5500.52231 CONSTRUCTION EXCISE TAX (CET) PAYOUT	-	-	159,366	300,000	300,000	-	-
150.25.5500.52398 ADMINISTRATIVE COST	-	-	19,329	19,329	29,329	-	-

Fund Name 150 - Building Codes - General  
 Dept Name (All)  
 Division (Subdept) Name (All)

Row Labels	Data						
	2018 Actual	2019 Actual	2020 Projected	2020 Revised Budget	2021 Proposed	2021 Approved Budget	2021 Adopted Budget
150.25.5500.52400 STATE 12% SURCHARGE REMIT	-	-	52,084	100,000	100,000	-	-
150.25.5500.52401 CONTRACTED SERVICES	-	-	-	12,000	-	-	-
150.25.5500.52651 EQUIPMENT - REPAIR & MAINTENANCE	-	-	-	12,000	-	-	-
150.25.5500.52656 GAS & OIL	-	-	2,270	10,800	10,800	-	-
150.25.5500.52657 VEHICLE - REPAIR & MAINTENANCE	-	-	-	3,552	-	-	-
150.25.5500.52711 MEALS LODGING & REGISTRATION	-	-	-	7,200	-	-	-
150.25.5500.52731 TRAVEL & MILEAGE	-	-	-	240	-	-	-
150.25.5500.52910 SUPPLIES - OFFICE	-	-	-	240	-	-	-
150.25.5600.52111 DUES & SUBSCRIPTIONS	-	-	2,525	-	2,500	-	-
150.25.5600.52116 POSTAGE	-	-	8	-	-	-	-
150.25.5600.52122 TELEPHONE	-	-	2,384	-	-	-	-
150.25.5600.52398 ADMINISTRATIVE COST	-	-	1,430	-	-	-	-
150.25.5600.52401 CONTRACTED SERVICES	-	-	94,415	-	12,000	-	-
150.25.5600.52651 EQUIPMENT - REPAIR & MAINTENANCE	-	-	1,051	-	2,000	-	-
150.25.5600.52657 VEHICLE - REPAIR & MAINTENANCE	-	-	4,005	-	3,000	-	-
150.25.5600.52711 MEALS LODGING & REGISTRATION	-	-	17,377	-	18,750	-	-
150.25.5600.52731 TRAVEL & MILEAGE	-	-	319	-	275	-	-
150.25.5600.52910 SUPPLIES - OFFICE	-	-	9,570	-	4,000	-	-
<b>Transfer</b>	-	-	<b>132,398</b>	<b>450,000</b>	<b>200,000</b>	-	-
150.99.5500.55101 TRANSFER TO GENERAL FUND	-	-	132,398	250,000	-	-	-
150.99.5500.55160 TRANSFER OUT TO BUILD CODES-ELECTRICAL	-	-	-	200,000	200,000	-	-
<b>Capital</b>	-	-	-	<b>600,000</b>	<b>600,000</b>	-	-
150.25.5500.53102 BLDG IMPROVEMENT	-	-	-	600,000	600,000	-	-
<b>Contingency</b>	-	-	-	<b>1,381,800</b>	<b>129,220</b>	-	-
150.99.5500.57101 CONTINGENCY	-	-	-	1,381,800	129,220	-	-
<b>Unappropriated</b>	-	-	-	<b>1,682,312</b>	<b>3,178,368</b>	-	-
150.99.5500.59101 UNAPPROPRIATED	-	-	-	1,682,312	3,178,368	-	-

Fund Name 160 - Building Codes - Electrical  
 Dept Name (All)  
 Division (Subdept) Name (All)

Row Labels	Data						
	2018 Actual	2019 Actual	2020 Projected	2020 Revised Budget	2021 Proposed	2021 Approved Budget	2021 Adopted Budget
<b>Resource</b>							
<b>Revenue</b>	-	16,160	106,425	1,134,666	1,124,162	-	-
160.00.5500.400.000 BEGINNING FUND BALANCE	-	-	16,160	655,436	790,162	-	-
160.00.5500.417.104 INTEREST EARNED	-	-	10	20,000	1,000	-	-
160.00.5500.450.150 TRANSFER IN FROM BUILDING CODES GENERAL	-	-	-	200,000	200,000	-	-
160.25.5500.411.800 ELECTRICAL PERMIT	-	-	-	247,230	-	-	-
160.25.5500.411.900 STATE 12% SURCHARGE COLLECTION	-	1,444	8,838	12,000	12,000	-	-
160.25.5500.421.245 PAYROLL REIMBURSEMENT	-	-	2,397	-	-	-	-
160.25.5600.411.500 RENEWABLE ELECTRICAL ENERGY	-	-	1,292	-	1,000	-	-
160.25.5600.411.800 ELECTRICAL PERMIT	-	14,716	77,728	-	120,000	-	-
<b>Requirement</b>							
<b>Personnel</b>	-	-	155,143	231,906	183,497	-	-
160.25.5500.51000 PERSONAL SERVICES	-	-	97,405	145,532	129,541	-	-
160.25.5500.51602 OVERTIME	-	-	41	4,123	4,000	-	-
160.25.5500.51701 FICA	-	-	7,055	11,449	9,764	-	-
160.25.5500.51705 WORKERS' COMPENSATION	-	-	1,328	6,467	1,486	-	-
160.25.5500.51721 PERS	-	-	11,904	16,765	15,467	-	-
160.25.5500.51723 PERS SIDE ACCOUNT	-	-	18,947	15,000	-	-	-
160.25.5500.51729 HEALTH INSURANCE	-	-	17,091	31,190	21,599	-	-
160.25.5500.51730 DENTAL INSURANCE	-	-	824	1,325	987	-	-
160.25.5500.51732 LONG TERM DISABILITY	-	-	512	-	610	-	-
160.25.5500.51733 LIFE INSURANCE	-	-	36	55	43	-	-
<b>Materials &amp; Services</b>	-	-	30,651	61,921	51,213	-	-
160.25.5500.52111 DUES & SUBSCRIPTIONS	-	-	-	800	-	-	-
160.25.5500.52115 LEGAL NOTICES & PUBLISHING	-	-	-	600	-	-	-
160.25.5500.52116 POSTAGE	-	-	-	200	-	-	-
160.25.5500.52119 RENT	-	-	9,992	8,160	9,384	-	-
160.25.5500.52122 TELEPHONE	-	-	-	200	-	-	-
160.25.5500.52398 ADMINISTRATIVE COST	-	-	9,273	9,273	14,273	-	-
160.25.5500.52400 STATE 12% SURCHARGE REMIT	-	-	6,895	12,000	12,000	-	-
160.25.5500.52401 CONTRACTED SERVICES	-	-	-	8,000	-	-	-
160.25.5500.52651 EQUIPMENT - REPAIR & MAINTENANCE	-	-	-	8,000	-	-	-
160.25.5500.52656 GAS & OIL	-	-	1,487	7,200	7,475	-	-
160.25.5500.52657 VEHICLE - REPAIR & MAINTENANCE	-	-	-	2,368	-	-	-
160.25.5500.52711 MEALS LODGING & REGISTRATION	-	-	-	4,800	2,000	-	-
160.25.5500.52731 TRAVEL & MILEAGE	-	-	-	160	196	-	-
160.25.5500.52910 SUPPLIES - OFFICE	-	-	-	160	560	-	-
160.25.5600.52111 DUES & SUBSCRIPTIONS	-	-	-	-	800	-	-

Fund Name 160 - Building Codes - Electrical  
 Dept Name (All)  
 Division (Subdept) Name (All)

Row Labels	Data						
	2018 Actual	2019 Actual	2020 Projected	2020 Revised Budget	2021 Proposed	2021 Approved Budget	2021 Adopted Budget
160.25.5600.52115 LEGAL NOTICES & PUBLISHING	-	-	-	-	600	-	-
160.25.5600.52116 POSTAGE	-	-	-	-	175	-	-
160.25.5600.52122 TELEPHONE	-	-	746	-	1,250	-	-
160.25.5600.52401 CONTRACTED SERVICES	-	-	-	-	1,000	-	-
160.25.5600.52651 EQUIPMENT - REPAIR & MAINTENANCE	-	-	-	-	1,000	-	-
160.25.5600.52657 VEHICLE - REPAIR & MAINTENANCE	-	-	1,362	-	500	-	-
160.25.5600.52910 SUPPLIES - OFFICE	-	-	896	-	-	-	-
<b>Transfer</b>	-	-	<b>37,679</b>	<b>450,000</b>	<b>200,000</b>	-	-
160.99.5500.55101 TRANSFER TO GENERAL FUND	-	-	37,679	250,000	-	-	-
160.99.5500.55150 TRANSFER OUT TO BUILDING CODES	-	-	-	200,000	200,000	-	-
<b>Contingency</b>	-	-	-	<b>205,839</b>	<b>117,356</b>	-	-
160.99.5500.57101 CONTINGENCY	-	-	-	205,839	117,356	-	-
<b>Unappropriated</b>	-	-	-	<b>185,000</b>	<b>572,096</b>	-	-
160.99.5500.59101 UNAPPROPRIATED	-	-	-	185,000	572,096	-	-

Dept Name (All)  
Division (Subdept) Name (All)

Row Labels			Data	2018 Actual	2019 Actual	2020 Projected	2020 Revised Budget	2021 Proposed	2021 Approved Budget	2021 Adopted Budget
<b>322 - Captial Acquisitions</b>										
<b>Resource</b>										
Revenue				3,419,966	4,084,476	3,988,174	3,852,873	4,771,646	-	-
322.00.1322.400.000	BEGINNING FUND BALANCE			-	-	3,902,888	3,823,873	3,928,433	-	-
322.00.1322.400.322	BEGINNING FUND BALANCE			2,683,721	3,130,129	-	-	-	-	-
322.00.1322.417.104	INTEREST EARNED			36,245	64,649	78,093	29,000	43,213	-	-
322.00.1322.417.107	MARK TO MARKET - UNREALIZED GAIN/LOSS			-	39,698	7,193	-	-	-	-
322.00.1322.450.101	TRANSFER FROM GENERAL FUND			700,000	850,000	-	-	800,000	-	-
<b>Requirement</b>										
Capital				289,837	181,589	555,960	3,852,873	4,771,646	-	-
322.18.6122.53102	BLDG IMPROVEMENT			273,838	-	20,247	2,000,000	2,500,000	-	-
322.18.6122.53301	EQUIPMENT - CAPITAL			15,999	181,456	35,713	1,352,873	1,271,646	-	-
322.18.6122.53504	COMPUTER SYSTEM - ASSESSMENT & TAXATION			-	133	500,000	500,000	1,000,000	-	-
<b>326 - Faciliy Captial Reserve</b>										
<b>Resource</b>										
Revenue				3,392,713	4,681,392	2,540,707	4,633,223	3,827,294	-	-
326.00.1326.400.000	BEGINNING FUND BALANCE			-	-	2,336,517	4,583,223	2,309,885	-	-
326.00.1326.400.326	BEGINNING FUND BALANCE			2,654,154	3,392,712	-	-	-	-	-
326.00.1326.417.104	INTEREST EARNED			38,559	106,393	147,117	50,000	115,409	-	-
326.00.1326.417.107	MARK TO MARKET - UNREALIZED GAIN/LOSS			-	32,287	4,904	-	-	-	-
326.00.1326.450.101	TRANSFER FROM GENERAL FUND			700,000	1,150,000	-	-	800,000	-	-
326.00.1326.450.330	TRANSFER IN FROM CDBG			-	-	-	-	602,000	-	-
326.18.5326.490.500	LOAN PRINCIPAL RETURN			-	-	52,169	-	-	-	-
<b>Requirement</b>										
Capital				-	2,344,875	-	4,633,223	3,827,294	-	-
326.18.5326.53111	CAPITAL EXPENDITURES			-	2,344,875	-	4,633,223	3,827,294	-	-
<b>327 - General Operating Reserve</b>										
<b>Resource</b>										
Revenue				3,764,231	4,956,018	8,496,379	8,239,125	6,061,853	-	-
327.00.1327.400.000	BEGINNING FUND BALANCE			-	-	5,056,029	4,846,259	5,160,883	-	-
327.00.1327.400.327	BEGINNING FUND BALANCE			2,898,195	3,635,596	-	-	-	-	-
327.00.1327.417.104	INTEREST EARNED			40,169	78,794	64,173	25,000	57,637	-	-
327.00.1327.417.107	MARK TO MARKET - UNREALIZED GAIN/LOSS			-	47,795	8,311	-	-	-	-
327.00.1327.450.101	TRANSFER FROM GENERAL FUND			825,867	1,150,500	3,324,533	3,324,533	800,000	-	-
327.00.1327.450.220	TRANSFER FROM 911 COMMUNICATIONS FUND			-	43,333	43,333	43,333	43,333	-	-
<b>Requirement</b>										
Personnel				-	-	3,124,533	3,124,533	-	-	-
327.18.5327.51723	PERS SIDE ACCOUNT			-	-	3,124,533	3,124,533	-	-	-
Materials & Services				-	-	-	5,114,592	6,061,853	-	-

Dept Name

Division (Subdept) Name

(All)

(All)

Row Labels	Data						
	2018 Actual	2019 Actual	2020 Projected	2020 Revised Budget	2021 Proposed	2021 Approved Budget	2021 Adopted Budget
327.18.5327.52401 CONTRACTED SERVICES	-	-	-	5,114,592	6,061,853	-	-
Capital	128,635	-	-	-	-	-	-
327.18.5327.53108 OPERATING RESERVE	128,635	-	-	-	-	-	-