

Wasco County



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Orientation

WASCO COUNTY OREGON BUDGET COMMITTEE SESSION

Fiscal Year 2016-2017

Columbia Gorge Community College Board Room

400 Scenic Drive, Building 1, Room 1.162

The Dalles, OR

MONDAY, MAY 16, 2016

Call to Order

9:00 a.m.

Approval of 2015 Minutes

Election of Officers

Budget Message/Budget Presentation – Debbie Smith-Wagar

Public Comment/Discussion

Noon

Lunch Break

Deliberation and recommendation of the Wasco County Budget for Fiscal Year 2016-2017; approval of the tax rate.

Note:

If more time is needed for the deliberation and recommendation of the Budget, the Session will be recessed and continued at 10:30 a.m. on Tuesday, May 17, 2016.

CONTACT LIST

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The People of Wasco County

Board of Commissioners
Rod Runyon, Chair
Scott Heger
Steve Kramer

Administrative Officer
Tyler Stone

Elected District Attorney
Eric Nisley

Elected Treasurer
Chad Krause

Elected Assessor
Jill Amery

Elected Clerk
Lisa Gambee

Elected Sheriff
Lane Magill

Executive Assistant

Office Manager

Child Support

Assessment

Taxation

Elections

Recordings

9-1-1

Search & Rescue

Community Corrections

Emergency Services

Appointed Departments

Administrative Services

Planning
Angie Brewer

Youth Services
Molly Rogers

Surveyor/ Public Works
Dan Boldt

Public Works/Roadmaster
Arthur Smith

Facilities
Fred Davis

Information Services
Paul Ferguson

Finance
Debbie Smith-Wagar

County Counsel

Commission on
Children & Families

Weed Department

Hunt Park/Fair

Museum

Janitorial

GIS

Human Resources
Paula Brunt

Budget

Special Districts
Library &
4-H Extension

Accounts Payable

Payroll

Loss Control

Wasco County Organizational Chart

Legend

----- Budget Authority

_____ Direct Authority

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Minutes



WASCO COUNTY BUDGET COMMITTEE
ANNUAL MEETING
MAY 18, 2015

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

At 9:00 a.m. Chair Davis opened the Annual Meeting of the Wasco County Budget Committee.

Election of Officers

{{{Commissioner Runyon nominated Pat Davis to continue as Chair of the Wasco County Budget Committee. Commissioner Hege seconded the motion which passed unanimously.}}}

Minutes

Commissioner Runyon noted that the page 5 passage regarding Youth Services staff leaving is ambiguous and asked that the staff be specifically identified; on page 9 the direction to go forward with the Road District was actually direction to go forward with research for a Road District. Commissioner Hege asked Ms. White listen to the recording for the second to last sentence in the 1st paragraph on page 4 to clarify language attributed

to him.

Commissioner Runyon suggested that the minutes for the Budget Committee meeting go out to members upon completion rather than waiting until just prior to the next meeting so that their memories are still fresh.

**Commissioner Runyon moved to approve the minutes with corrections.
Commissioner Kramer seconded the motion which passed unanimously.}}**

Year in Review – Administrative Officer Tyler Stone

Mr. Stone thanked Ms. Morris for all her hard work in putting together the budget and the Directors/Managers for setting the bar so high and working together to bring in a balanced budget each year. He observed that the hard work they put in in the past several years is starting to show dividends.

Commissioner Kramer announced that Misty Hill was in an accident and is fighting for her life. He asked that everyone keep good thoughts for her.

Mr. Stone asked everyone to hold their questions throughout his presentation as those questions would likely be answered during Ms. Morris' budget message.

MAJOR INITIATIVES

Political

- Early Learning System Transformation still in process
- SRS Payment Received
- Outdoor Mass Gatherings continue
- Public Health transition to a separate entity continues to be a significant challenge – entered into a process of review and hope to get good information from that.
- NOCOR – Sheriff is managing the population at 50 bed cap so the budget has gone down. There is movement to change the formula for contributions.
- Significant internal changes in response to poor audit findings – we are working through it.

Facilities

- Environmental assessments
- Basement flood recovery
- Courthouse electrical
- Sewer break at Annex C
- Courthouse windows repainted
- Maintenance painting on small houses
- Camera replacements
- Lock replacements

Information Technology

- EIS upgrade for Sheriff's Department
- Criminal Justice information audit
- Karpel information system installed
- Regular equipment rotations
- Interface for Assessor and Treasurer systems

Projects

- AFSCME transition to non-represented employees
- AFSCME transition team
- Parole and Probation Union negotiations
- Health benefits transition team

Mr. Stone said while there are upcoming key retirements, turnover is down by 1% - currently it is 5%. He stated that the plan is to use some temporary help to complete some project related work.

Mr. Stone reported that timber dollars have been extended for another year. He said that the Department Heads have been great at saving and finding additional revenue and the beginning fund balance came in \$2 million higher than budgeted.

Mr. Stone explained that the budget philosophy is to budget materials and services for what is needed to operate use temporary or mid-term staffing if needed to supplement project workloads. In addition, County Department Directors look for outside revenue opportunities and operations efficiencies. Whenever possible, reserves are funded.

He said that some of the challenges faced by the County include:

- Timber funding is still in flux
- Public Health's request for funding is increasing – the County wants to look at ways to slow that down as they did with NORCOR
- Compensation project may have some additional personnel costs
- Increased staffing in some departments – short term or long term?

Mr. Stone reported that the budget balanced easily and department budgets remain tight. He said that Compensation Project money is included in the budget and reserves were funded. Public Works will continue to face challenges to maintain the County road system.

Mr. Stone reviewed some of the key figures from the budget:

- The budget is \$40 million – up from \$34.8 million last year
- \$25.8 million are in restricted funds
- \$16.8 million is for general fund purposes
- Tax revenue is projected at \$8.2 million up from \$7.8 million.
- Beginning fund balance is \$5.4 million up from a projected \$3.2 million and it may go higher which will provide some flexibility.
- Personnel includes the compensation program implementation and the removal of Public Health employees from the budget
- PERS decreased but increases are predicted
- NORCOR is down by about \$235,000 – a direct result of population management

Budget Message – Budget Officer Monica Morris

Ms. Morris stated that there would be a change to the agenda so that Public Health could

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present information at 10:30 a.m.; there will still be an opportunity for public input at 1:00 p.m. Ms. Morris reviewed her Budget Message (attached). At the beginning of her message she encouraged the Committee Members to stop her at any time for questions.

Ms. Morris noted that Administration has asked the departments to operate so tightly for so many years that the overwhelming request this year was to loosen the reins a bit; this budget addresses that request by increasing FTEs in various departments. The increases do not outstrip the County's resources.

Ms. Morris pointed out that there is a new fund in the budget – Community Development – to support a partnership between the Community Development Block Grant program and Mid-Columbia Center for Living. Mr. Stone explained that MCCFL is working toward writing a grant to build a new facility at 10th and Webber. He said that two or three years ago they purchased the property with the intent of building a new facility. Ms. Morris added that MCCFL is fairly confident of obtaining the necessary funding. Commissioner Hege, who sits on the MCCFL Board, stated that it is a block grant project that has been planned for six or seven years; initially it was to be in conjunction with One Community Health but they have already built their new facility. He said that MCCFL is budgeting for the new building although it may or may not happen.

Ms. Morris went on to say there are 27 funds and it is a balanced budget. She said that Federal funding is low and State funding has been flat or in some areas grew a little. She said that a decrease was expected in State funding but was not realized. The funds remain the same with the exception of the addition of the Community Development fund.

Chair Davis said that the weed portion is always a concern for the Soil and Water District and he is glad to see an increase there. Ms. Morris asked Public Works Director Arthur Smith to talk about his plans. She noted that the staff for the Weed Department is limited to just Merle Keys.

Mr. Smith said that the Weed & Pest Department is one FTE but has hung on to key State and Federal contracts. He said he is committed to servicing those contracts. As part of a succession plan, when time permits the road department will assist Mr. Keys so that someone will be trained and ready to be certified when Mr. Keys retires.

Commissioner Hege asked for an explanation of the \$75,000 increase in Weed and Pest.

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Ms. Morris replied that the contracts are coming in stronger than expected.

Ms. Morris said that Household Hazardous Waste is not a new fund but a reactivated fund. She said that Household Hazardous Waste had gone to North Central Public Health but is returning to the County in the new fiscal year. She announced that they will move into the Planning Department and be managed by the Planning Director.

Commissioner Hege asked Ms. Morris to explain the 54% reduction in the Special Economic Development Fund. Ms. Morris said that in the current budget that fund had seen a one-time payment from the second Google Enterprise Zone; that payment is not anticipated this year. She said that annual payments from that Enterprise Zone are expected in the 2016-2017 fiscal year. She noted that the Special Economic Development Fund also receives monies from the state lottery – those funds are restricted to Economic Development and are transferred to cover the Planning Department. She said that Lottery, tobacco and alcohol taxes are steady.

Commissioner Kramer said that he wants to clarify that Wasco County will be the Household Hazardous Waste lead agency for the three counties and six cities that participate in that program; these are dedicated funds.

Ms. Morris stated that the Reserve Funds are \$2.5 million which is healthy and significant. She said for all other departments the increase is coming from general funds; SRS funding increased the Public Works budget but the public should not be misled that those funds will be consistent.

Chair Davis asked if we know how our fees compare with those of other counties around the State. Planning Director Angie Brewer replied that we are very comparable. Ms. Morris added that most of the other departments' fees are regulated. Ms. Brewer said that just before she came on board the Planning Department went through a process to bring it in line with standard rates. Chair Davis said that for the past several years he has thought we were low and was glad to see that the work had been done to bring us up to date for planning fees. Ms. Morris said that the Department Directors do a wonderful job of recognizing revenue and bringing it in.

Ms. Morris began to review the graphs included in the budget message. Chair Hege noted that the public needs to understand that the \$4 mm for MCCFL is an anomaly for grant funding, not a regular revenue source. Ms. Morris said that the graphs of revenues and expenses will demonstrate that.

Mr. Stone noted that a lot of the dollars used to be built into the department budgets but over the past four years the County has worked to move those funds. Now that the true costs are recognized, the County will work to level out the bars between revenues and expenses. Ms. Morris observed that the turn-back of funds used to be between 10% and 30% which is significant. The Department Directors worked hard to recognize their real costs; the turn back is now very tight 1% to 2%. She said it is really a little too tight and she has asked them to budget not quite so tightly this year.

Commissioner Hege said that he does not see it as a problem; if they go over, then an adjustment can be made. Ms. Morris said that she would rather recognize potential use rather than over-expend a category. Commissioner Hege stated that he just does not want to see it swing back the other way. Ms. Morris agreed and said she just does not want it as tight as a 1-2% turn-back.

Mr. Stone said that the new Department Directors may not understand that it is when there are large turn backs, there begins to be funding battles. He said that the Department Directors have done a great job which is what makes administration more comfortable adding things back. He said that he agrees with Ms. Morris, although the County does not want to see things swing back the other way, there should be a bit of a cushion.

Ms. Morris said that the County does not want to see weaknesses and that is why there is an increase in personnel. She pointed out that over half of the workforce will be eligible for retirement in the next 10 years with 10 people who can retire in the next 5 years. She said being prepared for that is smoother for remaining staff and for the public. She said a fair amount of preparation for that is in the staffing changes being made.

Public Comment - NCPHD

Mike Smith, Chair of the North Central Public Health District Board of Health and Sherman County Commissioner, said that he is scheduled to provide a quarterly report to the Wasco County Board of Commissioners this Wednesday but wants to present to the Budget Committee regarding Board of Health requests.

Mr. Smith said that they are looking at this year in general and looked for direction from the participating counties – Sherman, Gilliam and Wasco. He said that last year they budgeted \$376,000 from Wasco County and the County held back \$32,000 anticipating

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more revenue would come in. He reported that there were unexpected expenses and the additional revenue was not realized. He said that they had used the \$376,000 budget number but planned for \$344,000.

Mr. Smith said that there have been changes to PERS and health care that have impacted their budget. He reported that both Gillam and Sherman Counties have approved a 5% increase. He said that he knew Wasco was talking about \$314,000 and the BOH has talked about how they would absorb that as an agency; since two counties are increasing and one is cutting their Public Health budget, the County cutting should experience those reductions in service.

He said that Public Health is asking for \$394,800 from Wasco County which includes the 5% increase. He said that \$314,000 will be a remarkable cut. He pointed out that right now Wasco County is studying what Public Health means to them; a cut will muddy those waters.

Mr. Smith said that they had some facilitated agreements they were considering for IT, space, facilities, etc. He stated that the original idea was that Public Health would stay in the Wasco County computer and vehicle rotation but it has not which is a cost to Public Health. He said that they had to hire a budget person for \$10,000. He said that the other two counties overpay for Public Health services - \$200,000 collectively and feel that their contribution is more than equal and they cannot subsidize Wasco County's contribution.

Ms. Morris stated that Public Health funding did go to the management team meeting as an increase to the current budget. She said that overwhelmingly the group decided that they did not have enough information to weigh in on the subject and that decision belonged to the Budget Committee. Mr. Smith asked if other partner funding comes to the management team. Ms. Morris replied that it does – NORCOR, MCCFL, etc.

Commissioner Hege asked what Wasco County budgeted last year. Ms. Morris responded that this year it was \$314,000 with the option to bring that up to \$344,000 based on meeting certain goals. She said that this year the budget is \$314,000.

Chair Davis said that last year the budget was \$314,000 and that is what is suggested for the upcoming year. Ms. Morris said that the budget this year is \$314,000 with an additional \$32,000 held back until certain goals are met. Mr. Smith said another \$32,000

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was set aside hoping for other revenue to come in.

Commissioner Hege said that from where Wasco County was to what is being asked is a 25% increase which is significant – more significant than anything else being considered. Kathi Hall, NCPHD Business Manager, said that Wasco County's contribution has actually gone down – in 2008 it was \$334,000.

Mr. Stone stated that during that same period, all other Wasco County departments have cut costs and the County would ask the same of Public Health. Mr. Smith responded that they have cut FTE but had to add \$29,000 to their budget for HR, computers, etc. which they absorbed into their budget. He noted that Wasco County's contribution to Public Health in the 2008/2009 fiscal year was \$334,000 and went up to \$344,000 this year.

Mr. Stone said that an FTE decrease of two represents HHW which is moving back to Wasco County. Mr. Smith replied that they were at 28 FTE and went to 25, HHW moving back to Wasco County will bring them down to 23 FTE.

Commissioner Hege asked about the change in Environmental Health. Mr. Smith said that when Glenn Pierce retired they chose to keep that in-house without replacing that position.

Chair Davis asked what changes Public Health would anticipate with a budget of \$314,000 from Wasco County. Mr. Smith replied that they would cut service in Wasco County but that the other participating counties would experience that as well. He said they may need to cut clinic hours. He said they have already cut back Environmental Health but inspections might slow down. He said that these are all things that would be considered. He said that if Public Health is doing its job, no one notices; but if they are not, it is obvious. He said that Public Health is doing a good job and would have to figure out a way to lose the least amount of services.

Chair Davis said that realistically Public Health would be shrinking about \$70,000 which is about 1.5 FTE. Mr. Smith said that it would be about \$80,000. Ms. Hall stated that it would depend on the position. Mr. Smith stated that there is a lot of job sharing so it makes it difficult to determine. Chair Davis said that they would probably experience some layoff. Mr. Smith said they would but there is a lot of job sharing.

Commissioner Hege asked if Environmental Health is self-sufficient – he pointed out that there are not a lot of programs at Public Health that generate revenue but that one does. Mr. Smith said that there are mandated services but it is the unmandated services that generate revenue. Commissioner Hege asked if Public Health has looked at increasing those revenue generating services.

Mr. Smith said that they can charge a certain fee but because they are Public Health they have to offer a sliding scale for fees. Commissioner Hege noted that is not the case for Environmental Health. Mr. Smith replied that is correct and they did have an increase in those fees.

Mr. Davis asked Ms. Morris if Public Health funding would be discussed later this afternoon. Ms. Morris replied that it would be.

Mr. Smith said that he appreciates the Committee's time and said that Ms. Hall would stay to answer questions and he would be available by phone.

Chair Davis called for a break at 10:36 a.m.

The meeting reconvened at 10:49 a.m.

Mr. Stone said that he would like to touch on staffing and some of the new things in the proposed budget. He said that going in there were a couple of major challenges that could not be ignored – some short-term, some long-term. He said that some staffing increases are temporary and some mid-term for project initiatives.

Mr. Stone said that in Taxation and Assessment there is an increase of three appraisers and an office specialist. He said that there has been a software transition going on for a couple of years that requires records conversion – some of those records are paper. He reported that there are 17,000 property records that need to be converted. It is his opinion that it is critical to address this so that the system is fully functioning. He said that it will take one FTE one or two years to complete that task; once it is done, the County can re-evaluate staffing. He went on to say that it has been more than 20 years since the majority of properties have been appraised on site; with this transition that work needs to be done. He said that that number of appraisers may not be needed forever, but some appraisers will retire in the next five years and it is hoped that the project will be completed by then.

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Mr. Stone went on to say that the Finance Department is taking on additional duties from the Treasurer's Office and also adding staff for Human Resources – those additions will be permanent.

Mr. Stone said that for years the County has been trying to determine how they can afford the time to update their codes to be current. Ms. Brewer interjected that the last complete update was in 1983; there have been some piecemeal updates since then.

Mr. Stone said that with the increase in applications, Planning will need two associate planners and an assistant planner. He said that they hope to dedicate time to the LUDO update and have that completed over the next couple of budget cycles.

He said that currently there are 110 FTE, 14 part-time and 4 seasonal employees. The proposed budget increases FTE to 117 for a 2% increase in costs and the largest increase in staffing in 17 years. He said administration is adding things back in; the trimming the departments have done has provided a better picture of what there is and where more is needed. He said that these increases address both short-term and mid-term projects. Administration wants to maintain agility in where projects are addressed.

Commissioner Runyon noted that the reason the Senior Planner position is not listed as an addition is because it was already part of the budget and has been vacant since August. Ms. Brewer added that part of the additional Planning personnel is succession planning. She said that there are two upcoming retirements; she does not expect to replace one of the retiring positions unless there is a dramatic increase in the work load. She noted that the economy is up and planning applications have increased beyond historic highs.

Commissioner Hege asked if the new people will free more experienced staff to do the LUDO work. Ms. Brewer replied that she hopes to hire an experienced person who can serve as a project manager to oversee that work. She said that the new assistant planner will relieve some of the counter time from the associate planners who can then do some of the project work. She said that right now, with the demands of the counter, the associates have only about one day a week in which to do their work.

Commissioner Hege asked if she is looking to contract out the LUDO work. Ms. Brewer replied that some data analysis might have to be contracted. She reported that the State is

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doing some model code updates that will be helpful but the State grants budget has been hit hard by planning for tsunami and other coastal emergency events.

Commissioner Hege asked if plan updates are in this year's budget. Ms. Brewer said that the plan is to look at what they currently have. She said that the Board of Commissioners will hear more from the Planning Commission this Wednesday. She said that the LUDO cannot be done until the Comp Plan is updated and that is where the focus will be. She said that once they have reached a certain point in the Comp Plan update, they will be able to begin work on the LUDO update. She predicted the work will take a couple of years; right now the rules are outdated and tie the hands of the Planning Department and the Planning Commission as they try to serve the public.

County Assessor Jill Amery said that the software conversion in Taxation and Assessment began in 2011; the tax portion began in 2013. She said that not all of the information was converted; a significant amount has to be hand-entered. She said that there was not a lot of information on the project as the previous Assessor had so much of it in his head, but she did find one document that predicted it would take many years to complete the conversion. She said that she would like to see it happen faster – the data is too old and needs to be caught up. She noted that although a 6-year cycle of appraisal updates is no longer mandated by the state, most counties have continued that standard. She said part of the increasing in staffing is a succession plan. She said she hopes to get an experienced person but the industry is not seeing a lot of new people and she anticipates she may have to do a lot of training; they need to get that staff in now so that the training can occur before retirements.

Mr. Davis said that in tight budget times it is hard to make the argument that the County can make more money doing appraisals and the previous used to say that it is hard to say what the return on that investment would be. Mr. Davis said that he believes that as the work is done, they will find that there are a lot of properties that are not being properly assessed and he is very happy that the County will be going on-site to update those assessments. He said that he thinks it will be useful for future budget discussions to have the ROI data for the new appraisers. Ms. Amery replied that she believes she will be able to provide that information. She said that Oregon tax laws are some of the most complex in the nation – even though an evaluation may go up, it may not result in an increase in taxes. She said that some properties currently in farm use are not meeting those requirements and will need to be removed from that program. She said she cannot

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estimate county-wide but hopes to have the information for the Committee in the future. She said it will take about six years to get through all the properties in the County – then to make that data useful will take additional work.

Ms. Morris stated that the personnel increases bring personnel to 45% of operating costs with materials and services at 55%. The Sheriff's Department is the largest portion of personnel costs in the County as they also include Community Corrections, 911, etc.

Commissioner Hege asked about personnel in Public Works. Ms. Morris stated that the new Public Works Director elected to not have his old position as Project Manager refilled which is a reduction of 1 FTE.

Commissioner Hege asked about the Fort Dalles Museum. Ms. Morris reported that the Museum has made some changes in their structure with the goal of having a mostly volunteer staff with a few appointees to manage that staff. She said that they have someone managing at \$12 per hour which is very reasonable – they want to move him to .6 or .8 FTE to give him benefits; he does the work because he likes it. They also want to have a Volunteer Coordinator in a non-benefitted position. Commissioner Runyon noted that the Museum has an active Board with a vision. Ms. Morris went on to say that the County contributes \$15,000 and the Museum Commission has asked for an increase to \$17,500 from both the City of The Dalles and the County; they are also doing fund-raising drives and membership drives. Commissioner Hege asked if most of their funding comes from sources other than the County. Ms. Morris replied that it does.

Ms. Morris stated that the County Clerk is retiring at the end of June and the County is actively looking for someone to fill that position.

Ms. Morris stated that she expects PERS to be \$851,000 which is 9% of the budget. She said that there is a court ruling that will have an impact but we do not know what that will be. She observed that Tier I and Tier II employees are the most expensive and compose about 40% of the workforce; that cost will diminish as they retire. The remaining staff is OPSERP which is less costly, although law enforcement is a little more than general service staff.

Ms. Morris went on to say that the County will have a new health program beginning January 1, 2016. She said that an employee committee reviewed health plans and took

proposals from different providers and determined that staying with CIS and a co-pay plan was the best option. She noted that it is a fairly flat cost to the County compared to the current health program. She said that it means the employee will pay more at the moment of use. She said this plays a role in the beginning balance and helps keep personnel costs down. She said that costs have more than doubled since 2004 but have remained fairly flat in recent years.

Commissioner Hege asked about the transition from represented to non-represented staff. Mr. Stone stated that the County had done a salary survey and compared that to their internal structure to set a salary matrix and then moved reps and non-reps into the program; AFSCME had not been part of that original merge. AFSCME has since left the County and a committee was formed to explore how the formerly AFSCME represented group would be brought into the compensation program. The group spent several months working on that; part of the challenge was that through the AFSCME contracts, the County had been paying the employees' 6% portion of the PERS contributions. The final determination was that before converting them from the old scale to the new, 6% would be added to their rate to determine where they would fall in the new scale and once converted, they would pay their own PERS contributions. That process has been completed and they are now on the same pay scale as the other non-represented employees.

Commissioner Hege asked if everyone is on the new scale. Mr. Stone replied that everyone but employees represented by FOPPO are on the new scale. Ms. Morris noted that that has three represented employees. In addition, elected officials are not on that scale as they fall under a different category. Commissioner Hege said that it is significant that the former AFSCME employees are now on the new scale. Commissioner Runyon noted that the effects will be seen over time. Ms. Morris agreed, saying that it will be interesting to see how the market rate changes; there will be regular studies to determine rates and the County will follow the market. Mr. Stone observed that it is a completely different approach than the traditional government approach. Commissioner Hege said it is market-based which is necessary if you want to attract and maintain good people.

Ms. Morris said that transfers of funds are important; there is a public perception that government just moves money around but the County does not do that. She explained that each fund must have a balanced budget; if a fund wants to support actions in another fund, there has to be an avenue through which that money is spent. She said that transfers

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may look like we are just moving money, but the grid included in her message shows the transfers and the reasoning behind them. She said that the transfer will show as a requirement from one fund and a resource to another fund. She reviewed the fund transfers on the grid.

Ms. Morris said that the Capital Outlay grid is courtesy of Facilities Manager Fred Davis; it is how he communicates what projects need to be done. Mr. Davis said that one major project is a grant request from Circuit Court to bring the electricity distribution up to date; he said that the original budget of \$10,000 will not be enough. He said that they have now given the State what he believes to be a more accurate estimate of the anticipated costs for the project. He said if the full \$50,000 does not come in, they will have to budget the full amount in the next budget cycle. Ms. Morris noted that they had to show the expense in this budget so that if the funding comes in, it can be spent.

Ms. Morris said that other than that project, they are trying to fit more personnel into an office that is already full. Ms. Amery said that she and Mr. Davis had looked at trading office space but it doesn't appear that that will work. She said that they called in Office Max to evaluate and Office Max came back with two plans; however, she and Mr. Davis did not find either to be workable and are working on a plan that will work even when her office draws down through attrition. Mr. Davis noted that the Office Max plans did not allow enough moving space for people to get in and out of their areas; the room is only so big and there are doors in the way. He said it is challenging to make sure it is both safe and ergonomic.

Ms. Morris reviewed the remaining items in the Capital Improvement budget. Public Works Director Arthur Smith said that over the past several years there has not been a lot spent in equipment; the Public Works fleet is sound but old and that is not sustainable. He said his department will be more proactive and will be looking at what can be cycled out for equipment that is not really used and invest in equipment that is used.

Ms. Morris said that the Museum's capital is \$139,000 which came from a previous donation made by the Martin family; they will be using some of that this year – there are safety issues to be addressed. She said that the Museum Commission is being cautious about expenditures.

Ms. Morris stated that the Clerk has \$25,000 in capital without a target. County Clerk

Linda Brown said that it may be for microfilm. She explained that currently they can only allow internal staff access as there is confidential information contained in the archived records and they cannot go back to the microfilm to redact. She said that there are also 126 books, many of which need restoration at \$2,000 per book. She said they are back to 1952 on indexing but would like to be back to 1854 – she is not optimistic that it will be possible. She said she does not like the books handled as that contributes to deterioration.

Ms. Morris said that Public Works has no budget for machinery which is not reasonable or sustainable; she is glad to see that Mr. Smith has a plan in place to keep the County from having to be reactionary to this issue.

Ms. Morris said that while all reserve funds are accessed through the Commission, some are restricted and some are unrestricted depending on the source of the funding. For example, Road Reserve and 911 are restricted funds and can only be used for certain expenditures. She said all have increased under this Commission and she is anxious to have a work session with the Board to have targeted goals for these funds. She said she believes it is a good process for the County to experience.

Commissioner Hege asked if the SRS monies are in the Road Reserve Fund. Ms. Morris replied that there is a plan to put the payment that will come in this year into the budget with a transfer from his Operational Fund to the Reserve Fund; the funds come into the Operational Fund. Mr. Smith stated that the AOC predicts \$488,000 this year which does not include the \$102,000 already received in SRS funding.

Ms. Morris stated that Contingency has been increased. The County used contingency this year and she feels sure more will be used before the fiscal year ends. She said the process of having it available, knowing the costs and having the transparency of coming to the Commission for Contingency to cover unexpected costs is a sound practice.

Chair Davis called for a lunch break at 12:02 p.m.

The meeting reconvened at 12:57 p.m.

Public Comment

Ms. Hall said that Public Health is thankful for the \$12,500 increased funding they received last year which showed concern for the public. She said they have already

experienced significant cuts; any further cuts will reduce services and impact public health safety.

Sheriff Rick Eiesland announced that former Sheriff Darryl Hill was involved in the accidental shooting of his wife who is currently in a medically induced coma. He said they have already completed surgery to repair her colon and will be having further surgery to repair her kidney and liver; it is touch and go. He reported that Mr. Hill is at his home and was able to relate what happened. Sheriff Eiesland said he had spoken to Mr. Hill's daughter who reported that her father is in and out of it; he does not always understand what is happening or what has happened.

Ms. Morris said that the changes and challenges portion of her message gives an opportunity to Department Directors to talk to the Committee.

Chief Deputy Lane Magill announced that the Search and Rescue team us up to 28 members and there are 60 members in the Posse; between the two they have committed about 40,000 volunteer dollars to the County. He said it is important to be aware of that contribution. He said that the Reserves contribute another 20,000 in volunteer dollars through their work; that will increase in the coming year as they have plans to add another two or three reserve officers.

He went on to say that as a group they have talked to Frontier about a possible 911 Center consolidation. He said he has reviewed the numbers for feasibility and has put it on hold until some questions can be answered. He said 911 takes over 40,000 calls for service and another 45,000 administrative calls – the majority come out of the City of The Dalles. He reported that there are 11 dispatchers. He stated that they have requested additional funding for MDT upgrades and replacements.

Chief Deputy Magill went on to say that they are requesting four cars for the rotation as opposed the three they usually request. He explained that they have changed to Interceptors to replace the Expeditions. He said the Expeditions proved a poor choice for patrol due to their high fuel and maintenance costs. He said they have realized a 7% savings with the Interceptors. He reported that the Expeditions needed brake changes every 12,000 miles compared to every 40,000 miles for the Interceptors. He said he thinks they will be able to expand in the future based on these savings.

Sheriff Eiesland said that they have a marine deputy on patrol with a new boat. Chief Deputy Magill said that the County still owns the boathouse but the Port of The Dalles is taking it over as an office and maintenance house for the Port – they will insure it and pay the utilities. He said the County no longer needs it and the Port has a use for it. He added that the Sheriff has just completed its first year of a contract to patrol over 95 miles of the river; it has been a productive contract and they have seen good results. It is a five-year contract.

Mr. Smith said that over the last two years Public Works has had eight employees retire with a total of 210 years of combined service. He said that the positions have been filled and the crew has finished a second full year of accident-free service. He noted that it illustrates that the younger employees are being safety conscious and providing excellent service. He reported that they will receive SRS payments for the current and upcoming fiscal years and so have added some chip sealing and put some in equipment. He stated that while he is the face of the department Don Uhalde and Jeff McCall are integral to its operation – they deserve a good deal of credit. Mr. Smith pointed out that although he has been officially the Public Works Director for just a few weeks, he has been with the department for 23 years. He said that there are challenges but it is an exciting time, adding that his department will not spend time worrying and whining, they will take what they have and see what they can do.

Ms. Amery said that they are seeing an increase; real estate prices are rising and the market is recovering. She said that real market value increases do not always equate to assessed value. She said they have been flat for a while but may go up. She said the southern portion of the County tends to remain a little more flat. She said that while she inherited some challenges, her department has had good support from administration. She said her office will get the data converted and appraisals caught up, but there will be some training challenges. She said that her staff is stepping up. She reported that they will probably have three retirements in the next three years and it will be hard to replace that much experience. She said that she hopes some of the temporary staff will be able to step into those roles; there is already one who has expressed an interest.

Chair Davis said that often the Tax office is not citizens' favorite place but he appreciates the friendly culture in that office. Ms. Amery said that they are working to raise that bar higher; they want to open the data to the public so they can get their information on line.

Ms. Brewer said that the Planning Department has a broad array of goals and services - she feels fortunate to have come on board during such an exciting time. She said that in November the former Director left; because both she and Mr. Smith were new to their positions it was easy to work together to find a way to improve the culture and efficiency in their building. She said one thing that came out of that is the realization that the Planning Department had been pared down to such an extent that it was no longer able to fulfill its mission. The work they did evaluating the departments helped her to identify what is missing.

She went on to say that work at the Planning Commission found that the Comprehensive Plan is so out of date that it presents a liability for the County. She said that she has been filling both the position of Senior Planner and Planning Director since November which has allowed her to understand both positions. She said that two members of her staff will be leaving in the next three to five years leaving a staff that is currently about two years old.

Ms. Brewer reported that they are doing succession planning and long range planning to produce a more functional department that provides better service. She stated that applications are up 20% over last year and that was true for the previous year as well. The economy is recovering and the Planning Department needs to support that; to do that, she will need additional staff. She said her staff hears almost daily about how out-of-date the current plan is and how out-of-step it is with other counties – she said the public deserves to have that explored. She said this is an opportunity to build a new foundation and build on past work to support the public. She said some of the positions are true additions to staff and some are part of the succession plan. She said staffing will be revisited once the long term planning is complete.

Commissioner Hege commented that part of the work she and Mr. Smith did was to look at integrating the two departments and sharing administrative staff. He asked what the result was. Ms. Brewer replied that while it did not make sense to combine the departments, Mr. Smith has begun a process to look at reconfiguring the building to be less siloed. She said one of the ideas is to share administrative functions; in the meantime, they are cross-training staff to support absences due to illness, vacation, etc. She said they also may be able to share facility equipment to make it more efficient for both – right now they are picking away at the low-hanging fruit while they determine best next steps. Mr. Smith added that they are planning a work session with the Board to look at the bigger

picture. Ms. Brewer said that it will be a multi-year project.

Some discussion occurred regarding resources to support this project. Mr. Stone said that during the Management Team meeting they had agreed upon \$25,000. Mr. Smith and Ms. Brewer agreed saying that is what they remembered as well.

DA Nisely asked if Planning is experiencing delays. Ms. Brewer replied that because the plan is outdated it is difficult even for staff who has been present for the changes to navigate the plan. She said that the LUDO is also very difficult and slows the process; it should not be that hard – Planning is supposed to simplify the process. She said they try to look at how it was implemented previously so that it is not applied inconsistently as it can be very difficult in an appeal – it is an unnecessary risk. She stated that their most long-term employee, Dawn Baird, reports that this is the busiest Planning has ever been – traditionally she has 20 applications to process each year; this year she has 60 and is also trying to guide new staff. Ms. Brewer said she would also like to use Ms. Baird to help create training manuals.

Commissioner Kramer said that his notes say that they were moving forward with an additional \$25,000 for Facilities. Ms. Morris said she thinks that was just for the Assessor.

Mr. Stone noted that a lot of planned retirements have been discussed; he wants to recognize the upcoming retirement of the Clerk who has been with the County for 36 years.

Sub-committee Report – Compensation Committee

John Hutchison, member of the Wasco County Compensation Committee, said that the Compensation Committee is appointed by the Board of Commissioners and meets each year to consider the salaries of elected officials. He reported that the Committee met last Thursday, May 14th. He stated that they looked at the Clerk's salary and recommended a decrease since many of that position's duties have been shifted to other offices and the staff has shrunk from seven to three.

Mr. Hutchison went on to say that they had reviewed supporting materials from two independent audits exposing weaknesses in the Treasurer's Office. The audits demonstrated that departments were not getting accurate information and finance could not provide information to the Board due to the inaccuracies. As a result, key functions

are being moved from the Treasurer to the Finance Office significantly reducing the workload for the Treasurer. The Compensation Committee recommends reducing the Treasurer from \$45,000 to 240 hours per year, a maximum of 20 hours each month to accomplish statutory review.

The District Attorney asked how an elected official can be paid by the hour. Mr. Stone said that it is a stipend figured on the current salary translated to an hourly rate. Mr. Hutchison observed that the Treasurer placed the County in a precarious situation.

He went on to say that the Sheriff requested an increase of 2.5% for elected officials who have not seen an increase since 2012. He said that after reviewing salaries paid in all the other counties in the state, the committee determined it to be a reasonable request with an overall impact of \$10,000 annually.

Commissioner Hege said that the reduction for the Clerk is not new. Ms. Brown said that she cannot defend the responsibility that her office has in comparison to what other elected officials do. She pointed out that the County will not be able to find a replacement with over 30 years of experience – there will be a huge learning curve. She pointed out that she has a young staff and there are some changes coming that will stress the office. She said she is willing to help with the transition. She observed that in 2016 there will be a presidential election and she is willing to come back to help with that. She said this is a mid-term retirement and noted that the requirements for the clerk's position are minimal – 18 years of age and a resident. She said that we have seen what happens when someone comes into an elected office without the necessary skill set; she does not want to see that happen in the Clerk's office.

Some discussion ensued about the history of shifting duties in the Clerk's office. DA Nisely noted that the Clerk's position is especially critical for elections. He reported that he has defended the County for election challenges and those suits can be nasty – someone capable needs to be found to fill that position.

The Committee thanked Mr. Hutchison and the rest of the Compensation Committee for their service.

Deliberations

Ms. Morris said she wants to walk the Committee through the process of balancing the

budget. She said that she is the avenue for getting the budget compiled and approved. She explained that each Department Director submits their budget at the current level along with requests. She shares the requests along with the supporting reasons and the impact of the requests; from that the budget team discusses each request and decides whether or not to add it to the budget. Those decisions are then brought to the Management Team where they are discussed and they come to a consensus as to whether to follow the Budget Teams' recommendation or not. She said that the Budget Committee can make changes but they must balance the budget.

Ms. Morris reviewed the chart outlining the requests and the decisions that were made at both the Budget Team and Management Team levels.

Commissioner Kramer asked where they could take the additional \$25,000 to support the work to improve efficiencies at Public Works and Planning. Ms. Morris replied that there is no set policy around the Reserve Fund; what is put in is not set by policy. She said the Committee can take it from anywhere as long as they balance the budget but they have to stay within policy for Contingency and Unappropriated Funds.

Commissioner Kramer asked if the Committee wants to give the \$25,000.

*****The Budget Committee was in consensus to set aside the \$25,000 for Public Works and Planning. Commissioner Kramer suggested it could come out of Capital Acquisition.*****

Commissioner Hege noted that the \$25,000 is a number; any contract would have to come through the board. Chair Davis agreed saying that the \$25,000 is just a placeholder. Mr. Smith said right now the funds are just for cost modeling. Facilities Manager Fred Davis said that they came close to that amount for the courthouse electrical plan – he said it will be important to have something with some detail on which to base decisions.

Ms. Morris said that the money can come from Capital reserve and can be budgeted there or moved out of that fund. She noted that it may be identified as a project that will go on for years and will be more costly. Commissioner Runyon suggested that it can be left there and be identified as a project.

Mr. Stone said that it is for both Planning and Public Works and suggested it be taken out

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of Facilities Capital and charged out to both departments. Facilities Manager Davis said that for the Assessor's project, it was in his budget. Mr. Stone said that \$12,500 could come from Facilities Capital Public Works. Commissioner Kramer said this is for both Planning and Public works and he wants to take it from General Fund and leave Public Works whole. Ms. Morris said it could be taken from Facility Capital Reserves to Facility Capital Building to reorganize and make that space work better.

Chair Davis asked the Committee to address the Public Health request; the budget is currently at \$314,000. Commissioner Runyon said he is not in favor of \$394,000. He said that he could live with \$344,000 but hasn't seen why they need that.

Ms. Hall said that if you look at the County Contribution spread sheet, in 2008/2009 it was \$330,000; if you compare that to \$394,000 that is a reflection of Public Health not asking for an increase over the years. She said they have spent down their beginning fund balance and employees have not had a COLA increase in three of the last five years and are currently being paid below market value.

Chair Davis said that all he really knows is what he has read and tends to agree with Commissioner Runyon but it is hard to know what the County would lose. Ms. Hall said that they have not come up with definite decreases; they have talked about a reduction in FTEs but they are so integrated, it would be difficult.

Commissioner Kramer said that there has been no discussion of the in-kind provided by Wasco County which plays a big part. Ms. Morris said that she does not have that number readily available but will be able to report it once her additional staff is onboard.

Commissioner Hege asked that if Ms. Morris were to think a few years back could she remember that number. Ms. Morris said it was right around \$400,000 but it is probably less now. She said there is less of her time and less from IT but facilities is probably about the same. IT Director Paul Ferguson said that his staff time is about the same but equipment has changed; Public Health represents between 22% and 24% of his staff time. Ms. Morris said that for Finance/HR there was a fair amount of unknown for Public Health. Some of the in-kind that is not happening through her office is because it put the County at risk to do some of that work for another business; NCPHD then realized that they did not have that capacity and hired an outside entity. She said that Public Health was also removed from the County computer and vehicle programs. She said there is still in-

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kind contributions happening, but at a lower level than it was.

Chair Davis said that in-kind needs to be considered when viewing this. Mr. Polehn said it is also important to remember that Wasco County provides the facility and maintenance. Facilities Manager Fred Davis said that Wasco County takes care of the main structure and provides labor to help move offices, etc. Mr. Stone said that there is \$15,000 of capital in the budget for improvements in that building.

Commissioner Runyon said that for over four years he has heard the desperation of other departments that have continued to operate frugally to build toward where we are now. He said that looking at what the County gave last year, if we elect to give Public Health the \$80,000 the Committee would have to find the money in the budget – would the Committee want to reduce other department budgets to make up the difference?

Mr. Stone responded that the Department Directors have all reacted to changes in their business environments and he would like to see the same from Public Health. He said that their environment is changing as a result of the Affordable Care Act but the ask continues to increase; the County has a difficult time trying to manage that on their side of the budget. He noted that as revenue decreases, services should decrease – it is important to be agile and reactive.

DA Nisley asked how to scale back on vaccines. Mr. Stone said he is not suggesting that we do. Facilities Manager Davis said that he sees some variables for which there is not a quantity – for instance, septic tank installations have dropped over the last few years which is a reduction in accountable services. There is no documentation and those projections are significant. Ms. Hall said they will go into that on Wednesday.

Some discussion ensued as to the various numbers from this year's budget. Ms. Morris said that Public Health is budgeted at \$344,000 for the current year although some of that funding is contingent on Public Health meeting goals. Commissioner Hege said that Public Health is asking for a 14% increase from Wasco County and a 5% increase from the other two counties.

Ms. Morris said that last year's Public Health request was contingent on a few items; it is expected that Wednesday they will demonstrate that they have met those goals. She said that a separate discussion occurred about what would happen in the case of an emergency and it was determined that they could come to the Commission with a request for a

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demonstrated need. She said they are coming to the Board to ask them to increase it to \$376,000 but it could be any number.

Commissioner Hege asked if \$376,000 was considered. Ms. Morris said that it was considered but the final decision was \$314,000 was approved with an addition \$30,000 contingent on goals.

Mr. Stone noted that \$314,000 was the base number for Wasco County although \$376,000 was what was adopted by Public Health in their budget. He said that Public Health wanted to build a contingency in their budget. The County had said that if there were to be an emergency they could come for an increase. Ms. Morris observed that an emergency is subjective; what Public Health sees as an emergency might not be considered so by the Board of County Commissioners.

Commissioner Hege said that his point is that they are basing the percentage of increase on their budgeted number rather than the County's budgeted funding. Ms. Morris agreed saying that if it was figured off of the \$344,000 then the request should be \$361,000.

Chair Davis asked what number the Committee wants to put into this budget.

Commissioner Runyon said his question is still, "Where would the increase come from?" He said that he is sold on the plans from the three directors and does not want to back up on that. Ms. Morris said that where it would come from would be up to the committee.

Commissioner Runyon said that one choice is to make no changes as the budget is currently balanced. If the Committee changes that, his feeling is not to take it from where funds have just been allocated. Ms. Morris said it can be taken from Contingency or Unappropriated. She added that there is also another \$25,000 that needs to be balanced. Commissioner Hege noted that currently there is \$45,000 for the Treasurer which will now be \$5,800. Mr. Stone reminded him that that change is actually going to go to Finance for the additional staff they will need to take on the duties from the Treasurer's office.

Chair Davis said that the Committee should first decide on the number and then talk about how to balance the budget.

Commissioner Kramer said that he feels they should have the currently budgeted figure of \$314,000 and come back to the Board if they have a demonstrated need. He said that right

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now, the County does not really know what they are getting for their money. He said he has had individual meetings and still does not know. He said he could live with staying with what is already budgeted.

Commissioner Hege asked if the County has paid the \$314,000. Ms. Morris said that she stopped paying Public Health at \$314,000; presumably they will demonstrate that they have meet the requirements for the additional \$30,000. She said she will then ask at a later meeting for permission to send the money. She said that she hears that they feel they are in an emergency and will ask for more, however, just because it is in their budget does not commit the County to that amount – that is true of any agency to which the County contributes.

Commissioner Hege asked if Public Health invoices the County at \$344,000. Ms. Hall replied that they do but that Ms. Morris stopped paying at \$314,014.

Chair Davis said he heard Commissioner Kramer make what could be a motion. He said that the Committee needs to get to a motion.

Ms. Hall asked that the Committee be clear in their motion so that there are not different numbers floating around.

}}}Commissioner Kramer moved to continue with \$314,000 for North Central Public Health District as presented in the budget and if Public Health has a demonstrated need, they can ask for additional funds. Committee Member Polehn seconded the motion which passed unanimously.}}

Chair Davis asked the Committee to consider the Compensation Committee report.

}}}Committee Member Polehn moved to adopt the recommendations of the Wasco County Compensation Committee:

- **To recommend that the County Treasurer's total compensation be an hourly stipend of \$24.56 per hour; and that the hourly stipend amount is the only benefit given to the County Treasurer; and that the total amount of hours allowed for the County Treasurer is limited to a maximum of 240 hours per fiscal year, with a maximum of 20 hours in any on-month period. He further moved that the Treasurer's wages be increased by 2.5%**

commensurate with the other elected officials' salaries. He further moved that this recommendation be effective July 1st, 2015 and continue until such time as the County Commission re-evaluates the duties of the Treasurer.

- **To recommend that the County Clerk be paid a monthly salary of \$4,053 as identified in the compensation survey to be effective July 1, 2015.**
- **To recommend that the County Assessor pay be increased by 2.5% effective July 1, 2015.**
- **To recommend that the County Sheriff compensation be increased by 2.5% effective July 1, 2015.**
- **To recommend that the County Commissioner pay be increased by 2.5% effective July 1, 2015.**

Commissioner Hege seconded the motion which passed unanimously.}}}

Commissioner Hege said that the idea of a panic button at the front counter of the Planning Department troubles him; it seems like the County is doing something that is not useful. He said he believes it is ineffective. Mr. Stone said he thinks that ineffective is the wrong word; in the courthouse a deputy can just go upstairs. Sheriff Eiesland said that there has not been a school shooting in Wasco County but that does not mean his department does not prepare for it. He said that with the panic button, law enforcement can be on their way while staff continues to try to keep anyone from being hurt. He said when law enforcement arrives, the focus will shift to them.

Commissioner Hege said that he does not disagree but someone would have to be really out of control; people already get upset when they are at the Planning Department. DA Nisley asked if someone is standing in front of you with a knife, would you rather pick up a phone or push a button. Facilities Manager Davis added that the button will notify 911 who will send the nearest law enforcement officer. He noted that the button will also reduce the County's liability; if we reject this and someone is hurt, the County will be liable.

Ms. Brown added that there are not many males in the Planning Department and she has noticed in her office that people are more reluctant to become aggressive when there is a male present. She said they pushed their button more frequently before they had a male on staff.

DA Nisely said that is presentation for the increase of the legal secretary from .8 to 1.0

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FTE for the 2015/2016 fiscal year was that it be permanent, not tied to the implementation of the Karpel software. He said that with all the intake in his office, when one is gone the other can do that work. He said that will not end with the conclusion of the implementation. Commissioner Hege responded that when the position was increased last year the Committee assumed it would be for the duration of the implementation. DA Nisley said that there is an ongoing need for the increase. Ms. Morris said that it had been her understanding that it was to be an implementation increase.

Mr. Stone said this is the difference between project-based increases and permanent increases. DA Nisley said that he is asserting that it is not project based and should be permanent. He said that people in his office stay at work even when they are sick because they know it will be more work for others.

Commissioner Runyon said that the Committee had agreed to the increase as project-based and that it should be reviewed as it goes along. The question of permanency is another question; for now, the project is ongoing.

Sheriff Eiesland noted that Parole and Probation has three officers and a manager who also carries a case load. He said that one officer quit last November and the FOPPO Union had forced the County into costly arbitration. He said that the position was not replaced in order to fund the legal costs. He explained that at the start of the new fiscal year, Parole and Probation Officers will go to 5 days a week at 7.5 hours a day rather than 4 days a week at 9 hours a day.

Commissioner Hege asked if the compensation changes will be rolled into the budget. Ms. Morris replied that they would.

Commissioner Hege asked about rent from the Walnut Street house. Facilities Manager Davis said that the house is no longer rentable; there would have to be some investments made to bring it up to standard. He noted that they left \$10,000 in the budget for painting the exterior, but the Board may elect to demolish it. Commissioner Hege noted that the \$10,000 is a placeholder. Facilities Manager Davis replied that it is.

Commissioner Hege pointed out that the RV park and building were funded to increase revenue but it appears that revenue has declined. Mr. Stone responded that there have been changes as to how that revenue is allocated. During Fair the RV rentals are in the

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Fair Fund. He said that he believes that total revenue had been at \$17,000 and is now at \$48,000.

Commissioner Hege said that the General Fund put money in to pay the match for the RV park and he cannot see where it was paid back. Ms. Morris said that she does not remember the amount of the match but believes it was paid back. She said she could have that information for him before the next public meeting.

}}}Commissioner Kramer moved to continue with \$314,000 for North Central Public Health District as presented in the budget and if Public Health has a demonstrated need, they can ask for additional funds. Committee Member Polehn seconded the motion which passed unanimously.}}

}}}Committee Member Polehn moved to adopt the recommendations of the Wasco County Compensation Committee:

- **To recommend that the County Treasurer's total compensation be an hourly stipend of \$24.56 per hour; and that the hourly stipend amount is the only benefit given to the County Treasurer; and that the total amount of hours allowed for the County Treasurer is limited to a maximum of 240 hours per fiscal year, with a maximum of 20 hours in any on-month period. He further moved that the Treasurer's wages be increased by 2.5% commensurate with the other elected officials' salaries. He further moved that this recommendation be effective July 1st, 2015 and continue until such time as the County Commission re-evaluates the duties of the Treasurer.**
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- **To recommend that the County Sheriff compensation be increased by 2.5% effective July 1, 2015.**
- **To recommend that the County Commissioner pay be increased by 2.5% effective July 1, 2015.**

Commissioner Hege seconded the motion which passed unanimously.}}

}}}Commissioner Runyon moved that the Budget Committee of Wasco County has reviewed and hereby approves the budget for the 2015/16 fiscal year in the total

amount of \$42,639,174. Commissioner Hege seconded the motion which passed unanimously.}}

{{{Commissioner Kramer moved that the Wasco County Budget Committee approve taxes for the 2015/16 fiscal year at the rate of \$4.2523 per \$1,000 of assessed value for operating purposes in the General Fund. Commissioner Runyon seconded the motion which passed unanimously.}}

{{{Commissioner Hege moved to adjourn the meeting. Committee Member Polehn seconded the motion which passed unanimously.}}

{{{Commissioner Hege moved to adjourn. Commissioner Runyon seconded the motion which passed unanimously.}}

Chair Davis adjourned the meeting at 4:00 p.m.

WASCO COUNTY
BUDGET COMMITTEE

Pat Davis, Committee Chair

Ken Polehn, Committee Member

ABSENT

John Carter, Committee Member

Scott C. Hege, County Commissioner

Rod Runyon, County Commissioner

Steve Kramer, County Commissioner

Wasco County 2015/16 Budget Message

Overview

I am pleased to present to you the Proposed Budget for Fiscal Year 2015-2016.

This budget has been prepared to satisfy the legal requirements of Wasco County and the State of Oregon local budget law. The value and purpose of a budget is to provide a financial plan for the next fiscal year, authorizes local government to spend and how much can be spent, justifies the levy of property tax and is a tool to communicate and inform.

The primary purpose of this budget is to recognize the cost of service approach, to develop, adopt and implement a fiscally sound and sustainable plan for accomplishing goals for the upcoming year. In addition, 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 that was built by the management team of Wasco County meets those purposes.

There are two significant changes differentiating this budget from the prior year. First, the Household Hazardous Waste Program returns to the County and will be lodged with the Planning Department. Second, a new, special revenue fund titled Community Development Fund has been added. This is a result of partnering with Mid Columbia Center For Living to manage a large, federal, pass thru grant for the purpose of funding a capital project.

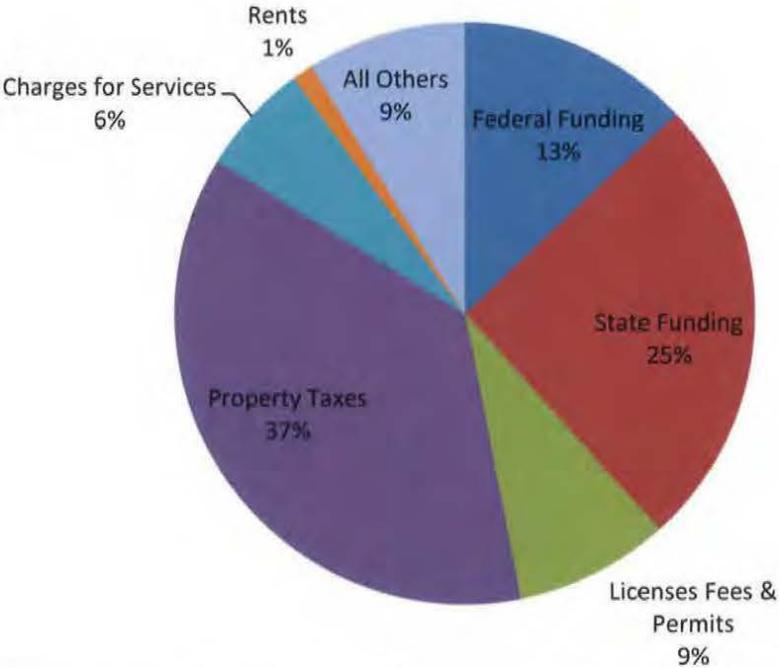
This proposed budget has 27 funds and totals \$42,614,174. Revenues are not changing much, as you will see in the following charts. There continues to be a lull in federal funding, other than the potentially new federal grant for Center for Living. State funding is currently holding strong as is local activity.

Fund	Description	2014/15	2015/16	Difference	%
General Fund		\$14,757,716	\$16,820,164	\$2,062,448	14%
	<i>The main operating fund for Wasco County</i>				
Health Grants Fund		\$0	\$0	\$0	0%
	<i>State funding for Public Health</i>				
Public Works Fund		\$6,831,698	\$6,729,808	(\$101,890)	-1%
	<i>Road operating fund</i>				
County Fair Fund		\$228,000	\$277,550	\$49,550	22%
	<i>County Fair operating fund</i>				
County School Fund		\$314,190	\$314,690	\$500	0%
	<i>Tax in lieu of payments pass through</i>				
Land Corner		\$159,000	\$127,600	(\$31,400)	-20%
	<i>Dedicated to locating and remarking of land corners</i>				
Forest Health		\$193,000	\$231,000	\$38,000	20%
	<i>Federal dollars to fund search and rescue operations on federal lands</i>				
Household Hazardous Waste		\$452,450	\$542,663	\$90,213	20%
	<i>Fee paid as part of garbage collection bill dedicated to recycling</i>				
Special Econ Dev Fund		\$968,532	\$445,693	(\$522,839)	-54%
	<i>Revenue committed for economic development.</i>				
Law Library Fund		\$146,600	\$146,600	\$0	0%
	<i>Dedicated revenue from citations that goes to maintaining law libraries</i>				
District Attorney Fund		\$48,200	\$29,250	(\$18,950)	-39%
	<i>Forfeiture dollars and donations to victims of crimes</i>				
Museum Fund		\$246,948	\$261,993	\$15,045	6%
	<i>Operations and donations for Wasco County Historical Museum</i>				
Weed & Pest Fund		\$317,092	\$392,500	\$75,408	24%
	<i>Operating fund for weed and pest control within the County</i>				
911 Communications		\$1,037,117	\$980,570	(\$56,547)	-5%
	<i>Operating fund for 911 services made up of City/ County/ Fire and state tax revenue</i>				
Parks Fund		\$86,100	\$139,400	\$53,300	62%
	<i>Operating fund for Hunt Park</i>				
Community Corrections		\$1,469,408	\$1,252,470	(\$216,938)	-15%
	<i>Operating fund for parole and probation services</i>				
Court Facilities		\$69,710	\$83,750	\$14,040	20%
	<i>State funded established to provide courthouse security</i>				
Comm on Child & Family		\$401,994	\$200,750	(\$201,244)	-50%

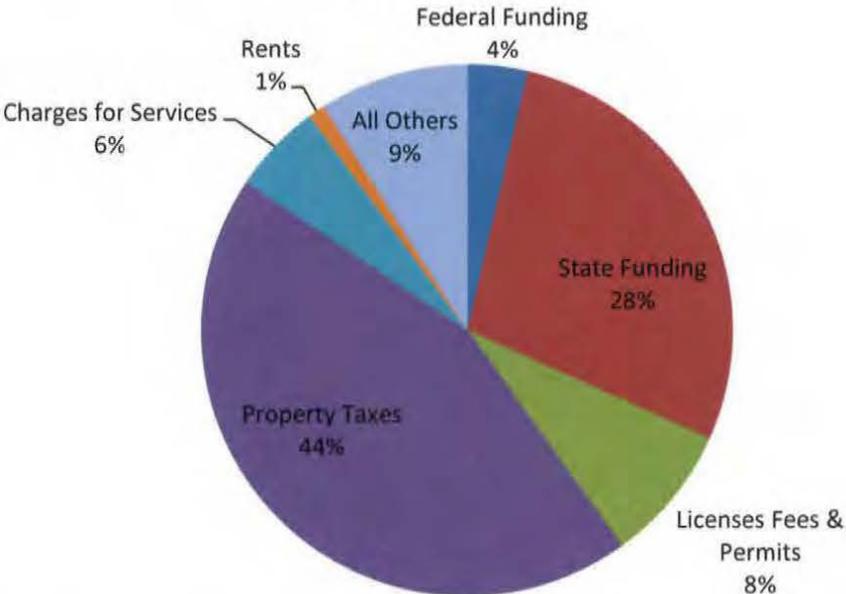
Fund	Description	2014/15	2015/16	Difference	%
Kramer Field Fund		\$32,800	\$32,950	\$150	0%
	<i>Private donation to upgrade Kramer Field</i>				
Clerks Records Fund		\$33,100	\$40,550	\$7,450	23%
	<i>Funded by recording fees to cover archival costs.</i>				
Community Develop		\$0	\$4,000,000	\$4,000,000	100%
Capital Acquisitions		\$1,365,996	\$2,072,000	\$706,004	51%
	<i>The main capital fund for Wasco County</i>				
911 Equipment Reserve		\$270,000	\$271,200	\$1,200	0%
	<i>To save for 911 equipment replacements</i>				
Road Reserve Fund		\$2,792,700	\$3,293,000	\$500,300	18%
	<i>Reserve fund for Public Works</i>				
Facilities Capital Reserve		\$1,158,800	\$1,862,223	\$703,423	61%
	<i>Fund established to save for large capital projects</i>				
General Operating Reserve		\$1,460,800	\$2,065,800	\$605,000	41%
	<i>Fund to save for unanticipated revenue shortfalls</i>				
Crates Point Debt Service		\$0		\$0	0%
	<i>Bonded debt payment for Discovery Center</i>				
Total Budget					
Change		\$34,841,951	\$42,614,174	\$8,020,654	-22%

The proposed budget is just over eight million more than the current budget. That increase is from the anticipated CDBG federal funds in the newly created Community Development Fund (\$4 million), increase in all the reserve funds (\$2.5 million) and all the other funds combined represent a net increase of the balance (\$1.5 million). County staff is cognizant of the available revenues and are aggressive in utilizing them as appropriate, meaning grant and reimbursement funds are utilized to the maximum availability.

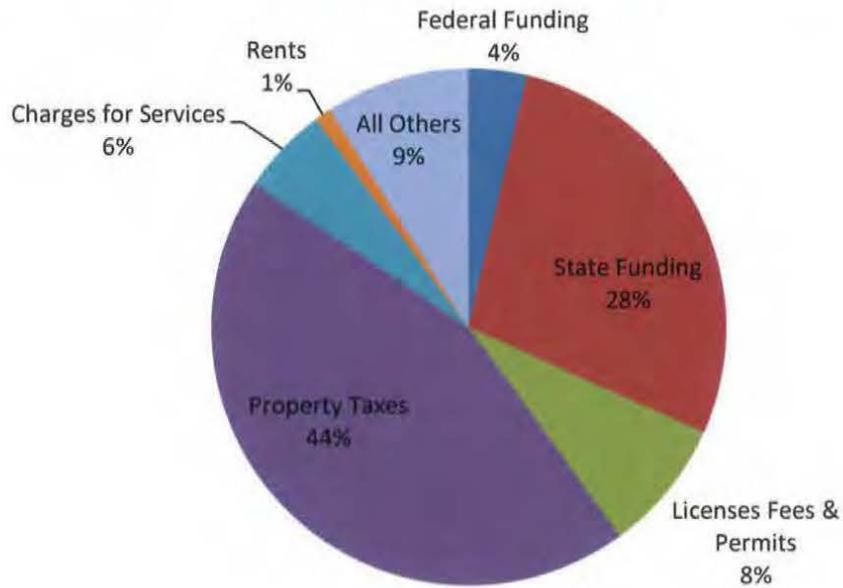
**2012/13 OPERATING REVENUE GOVT WIDE -
\$20,437,765**



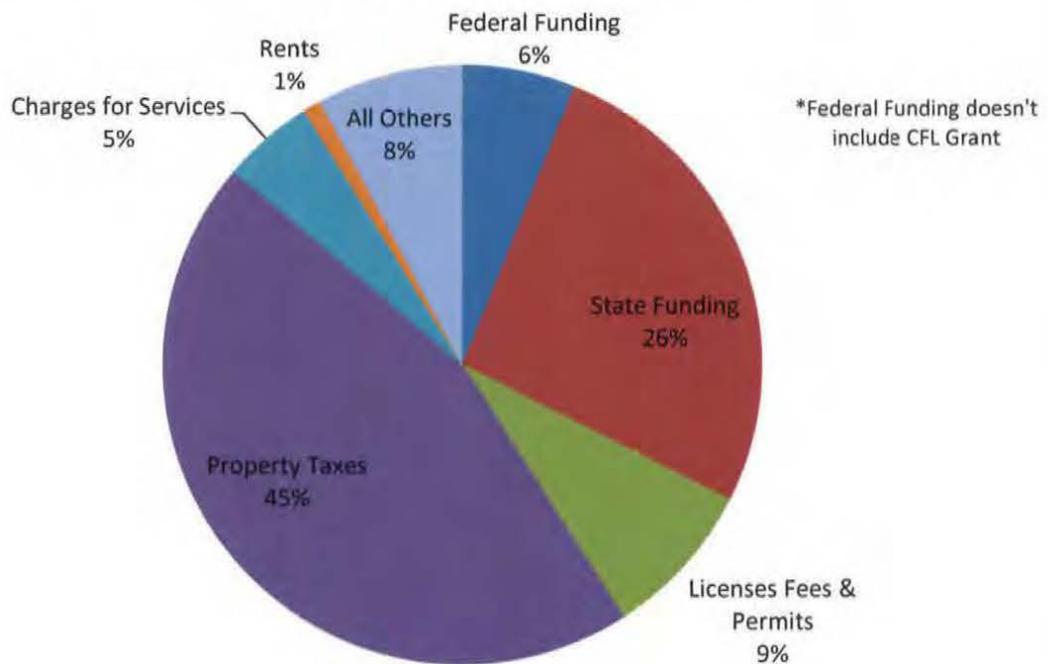
**2013/14 OPERATING REVENUE GOVT WIDE -
\$20,236,650**



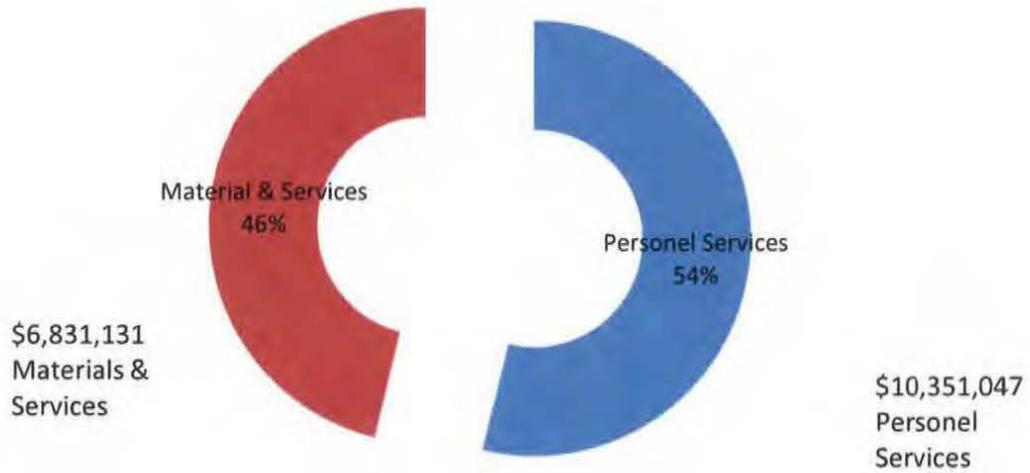
2014/15 BUDGETED OPERATING REVENUE GOVT WIDE - \$17,671,308



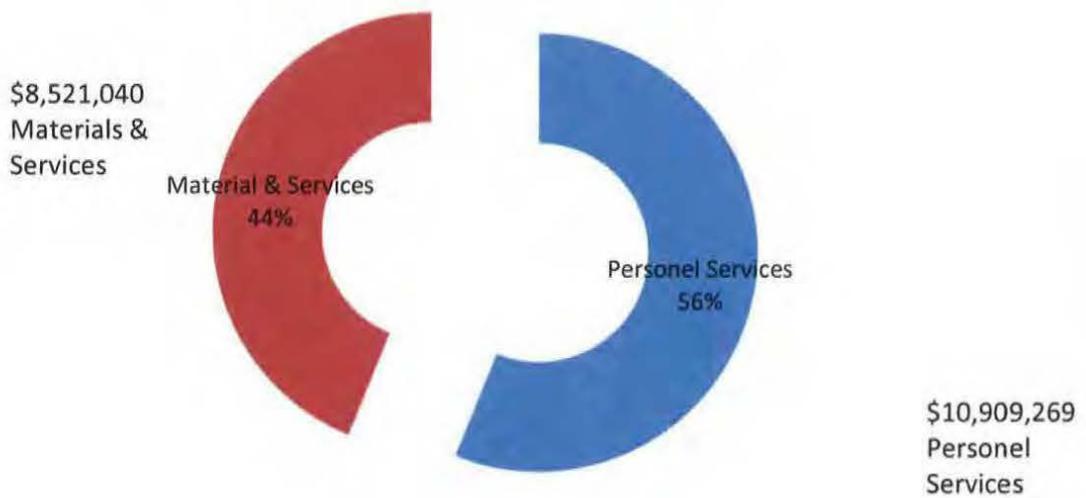
2015/16 BUDGETED OPERATING REVENUE GOVT WIDE - \$18,234,756



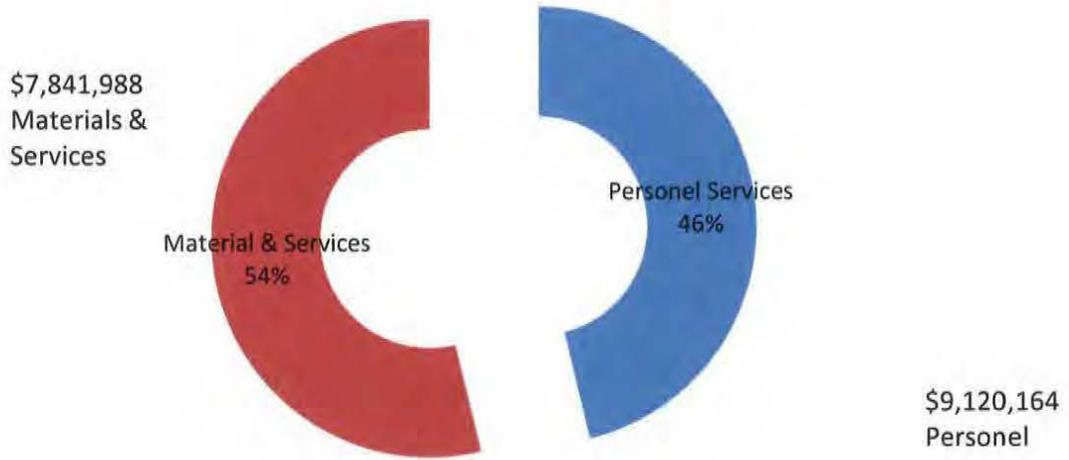
**2012/13 OPERATING EXPENSE GOVT WIDE -
\$17,182,178**



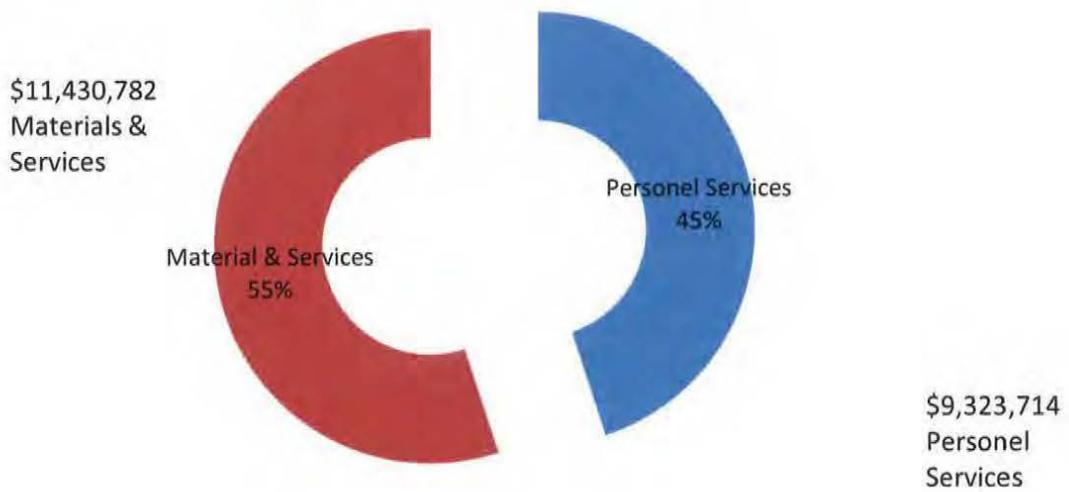
**2013/14 OPERATING EXPENSE GOVT WIDE -
\$19,430,309**



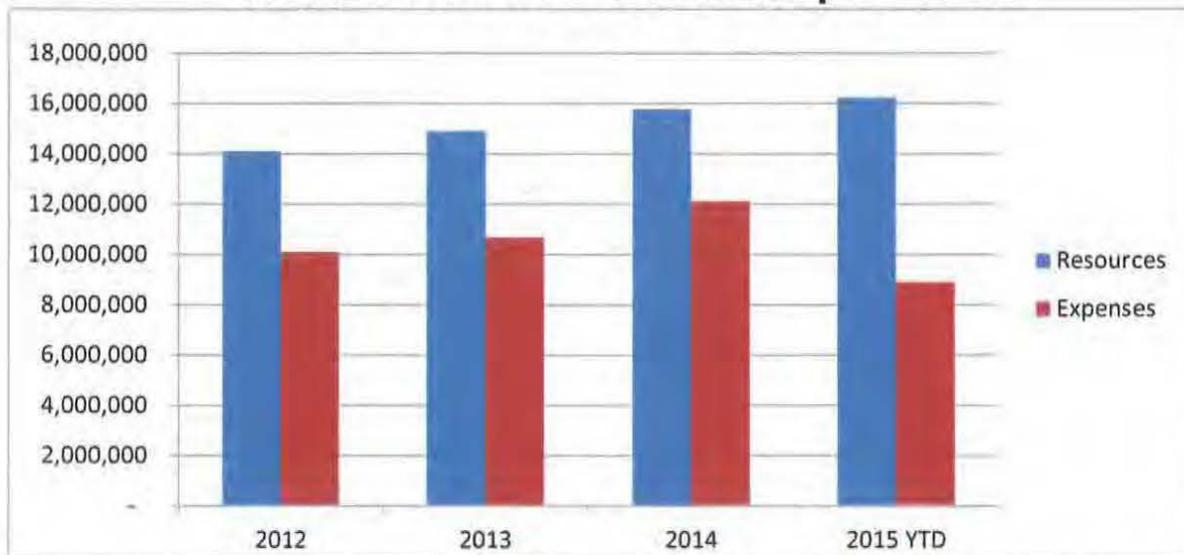
**2014/15 BUDGETED OPERATING EXPENSE GOVT
WIDE - \$16,962,152**



**2015/16 BUDGETED OPERATING EXPENSE GOVT
WIDE - \$20,757,496**



General Fund Resources/Requirements



The chart above demonstrates the consistent difference in the resources and requirements. This supports the projected beginning balance in the proposed budget.

Staffing

Tax and Assessment Department – This budget has an increase of three full time positions, two appraisers and one Office Specialist assisting in the data conversion of the new software.

Finance Department – This budget allows for a full time, dedicated Human Resource position.

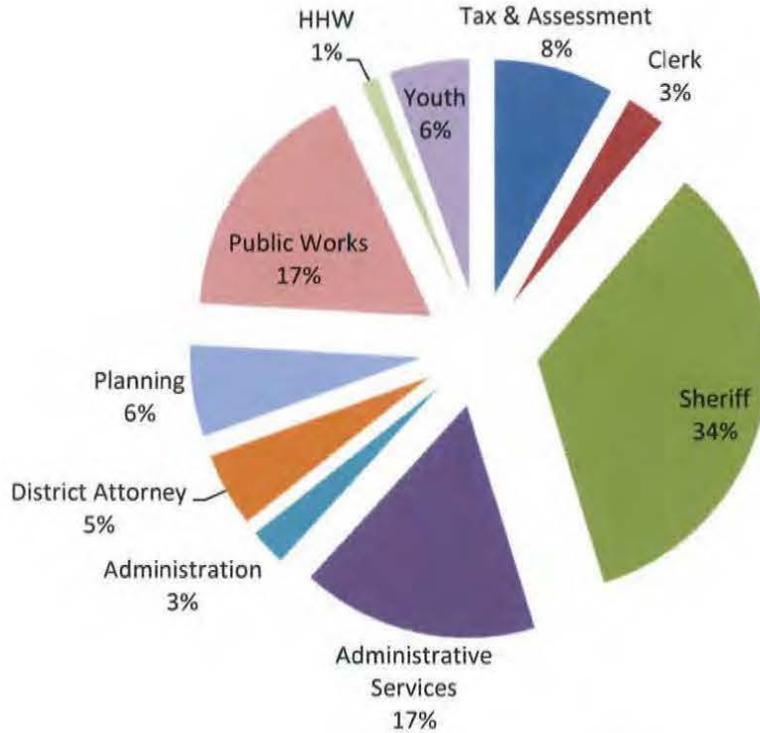
Planning Department – Two Associate Planners and one Assistant Planner (counter person) have been included in this budget.

All of these areas have been identified as weaknesses within the County service structure by staff or from the public. The decision has been made to increase staff to address the gap in service.

Currently employed are 110 full time, 14 part time and about 4 seasonal employees.

This budget increases the full time positions to 117. This is the largest increase of staff in at least ten years and results in a 2% increase cost compared to current fiscal year.

2015/16 BUDGETED DEPARTMENT PERSONNEL EXPENSE GOVT WIDE - \$9,326,714



FUND:	2014/15 BUDGET	2015/16 BUDGET	\$ DIFFERENCE	% + OR -
General Fund	\$5,736,315	\$5,967,087	\$230,772	4.0%
Health Grants	\$0	\$0	\$0	0%
Public Works	\$1,678,257	\$1,613,177	(\$65,080)	-3.9%
County Fair	\$24,690	\$24,774	\$84	0.3%
Land Corner Preservation	\$48,530	\$53,234	\$4,704	9.7%
Household Haz	\$110,000	\$113,441	\$3,441	3.1%
Museum	\$37,910	\$56,267	\$18,357	48.4%
Weed & Pest	\$93,636	\$92,171	(\$1,465)	-1.6%
911 Communications	\$772,778	\$781,522	\$8,744	1.1%
Parks	\$16,482	\$16,682	\$200	1.2%
Comm Corrections	\$531,707	\$536,546	\$4,839	0.9%
Children & Family	\$69,859	\$71,813	\$1,954	2.8%

Personnel service costs account for 22% of the County wide 2015/16 Proposed Budget and is 45% of the total operating cost.

PERS

The total PERS expenditure in the proposed budget is \$851,203. This is 9% of the total personnel budget. The budgeted amount is the first half of the PERS biennium set rate. However, due to the recent decision in *Moro v. State* (PERS litigation) the court ruling made three changes, 1. Upheld the ability to eliminate the out-of-state tax benefit (roughly \$55 million in savings) 2. Any benefit earned prior to Senate Bill 822 (08/01/13) cannot be modified (cost undetermined, a 2% COLA) 3. COLA may be adjusted for earning before and after SB 822 requiring amount to be actuarially determined (cost unknown). Rates will be adjusted to reflect this court decision prior to the next biennium.

Non-Represented	2015/17	2013/15	2011/13	2009/11
PERS – Tiers 1 & 2 Gen Serv and P/F	15.87%	12.64%	12.81%	8.65%
OPSRP – Gen Service	8.86%	9.80%	9.50%	7.34%
OPSRP – Police & Fire	12.97%	12.53%	12.21%	10.05%

Represented	2015/17	2013/15	2011/13	2009/11
PERS – Tiers 1 & 2 Gen Serv and P/F	21.87%	18.64%	18.81%	14.65%
OPSRP – Gen Service	14.86%	15.80%	15.50%	13.34%
OPSRP – Police & Fire	18.97%	18.53%	18.21%	16.05%

Insurance

Health				
<i>Tier</i>	<i>2015/2016</i>	<i>2014/2015</i>	<i>2013/14</i>	<i>2012/13</i>
Employee	604.5	604.33	604.33	618.33
Employee + Spouse	1282.23	1282.23	1,282.23	1,312.33
Employee + Child	1123.89	1123.81	1,123.81	1,150.07
Employee + Children	1500	1499.6	1,499.60	1,534.41
Employee + Family	1726.88	1726.57	1,726.57	1,766.74

Dental				
<i>Tier</i>	<i>2015/2016</i>	<i>2014/2015</i>	<i>2013/14</i>	<i>2012/13</i>
Employee	57.81	55.87	55.87	56.31
Employee + Spouse	101.19	97.8	97.8	98.58
Employee + Child	88.95	85.98	85.98	86.65
Employee + Children	153.04	147.88	147.88	149.07
Employee + Family	175.92	169.98	169.98	171.35

On January 1st, 2016 the existing health plan will be discontinued and Wasco County will need to choose a new plan. During the 14/15 fiscal year the County had a committee comprised of staff from multiple departments whose objective was to evaluate, select and transition to a new plan. The plan selected by this committee is to stay with CIS and move to a co-pay plan. Currently, employees share the cost of their medical premium at 15% for WCLEA Union members and all others have employee paid with additional tiers at 25%.

County wide the budgeted cost of insurance benefits are:

Health Insurance - \$1,352,499

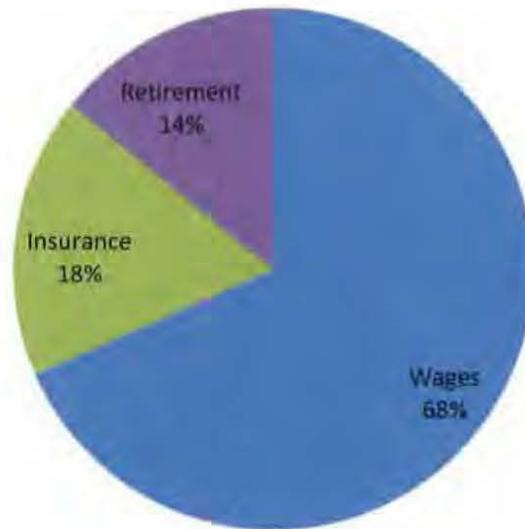
Dental Insurance - \$87,721

Long Term Disability - \$26,347

Life Insurance - \$3,578

The total expense is \$1,470,145, 14% of the total personnel services budget.

County Wide Personnel Cost Analysis



*Wages include premiums

Transfers

The following transfers between funds serve one of two purposes, either supporting operations or supporting reserve commitments.

From	To	Amount	Reason
General Fund	Museum	\$17,500	Operations
General Fund	911 Communications	\$219,238	Operations
General Fund	Capital Acquisitions	\$700,000	Bldg improvement
General Fund	Facilities Cap Repl	\$699,223	Facilities reserve
General Fund	Operating Reserve	\$600,000	Reserve
Land Corner	General Fund	\$2,500	Reimb Surveyor exp
Forest Health	General Fund	\$100,000	Reimb Search & Rescue
Spec Econ Dev	General Fund	\$190,000	Lottery support of Planning
Special Econ Dev	Crates Point	\$90,000	Partial debt svc pyt/econ dev
Law Library	General Fund	\$8,000	Administration
District Attorney	General Fund	\$5,000	Administration
Comm Corrections	General Fund	\$360,128	NORCOR – 1145
	TOTAL	\$2,991,589	

Capital Outlay

The proposed budget includes very little capital funding for projects that may or may not be completed in this budget year as staff and financial resources are evaluated. Ideally, we look for grant funding to leverage capital dollars prior to starting a project. Potential major capital projects that have been identified may include, but are not limited to:

<SPECIAL & CAPITAL PROJECTS> From Fred Davis, Facilities Manager							
Project		Priority level (1=Highest)					
		1	2	3	4	Cost Est.	Type
1	An. A south window replacement*				X	\$44,447.50	Cap.
2	An. A Paint S & E window frames	X				\$7,000.00	Cap.
3	An. A Back flow device install	X				\$1,000.00	maint.
4	An. C Replace back flow device	X				\$800.00	maint.
5	An. A 1st ADA Upgrade - East ramp	X				\$10,000.00	Cap.
6	An. A 2nd ADA Upgrade - Rep. East dr w/opnr		X			\$5,000.00	Cap
7	Pub. Wrks Back flow devide install w/vault	X				\$700.00	maint.
8	CH 2nd Flr RR H. Water, flooring & wall repair	X				\$4,500.00	maint.
9	Assessor's Office Modification	X				\$25,000.00	Cap.
10	Electrical main panel replacement*	X				\$85,000.00	Cap. incl/grant
11	CH 3rd floor Crt Rm HVAC replacement*				X	\$12,000.00	Cap.
12	Repaint An. C exterior		X			\$11,000.00	Cap.
13	Repaint An. A exterior			X		\$11,000.00	Cap.
14	Replace parking lot drain supmp pipe @ PW's	X				\$1,500.00	maint.
	If Green= in capital budget	\$8,500.00	\$5,000.00	-	-	\$8,500.00	Maint. total
	If Yellow = in maintenance budget	\$127,000.00	\$16,000.00	\$11,000.00	\$56,447.50	\$200,447.50	Capital total
		\$135,500.00	\$21,000.00	\$11,000.00	\$56,447.50	\$208,947.50	Grand total

Other capital considerations include the Armory re-development project, potential renovations to Annex C as part of leasing the facility and implementation of employee self service module in the Eden system. The proposed total amount of capital attributed to a specific project is \$559,450. This grid shows how much is spent each fiscal year on capital outlay (with 2014/15 being a year to date amount):

<u>Year</u>	<u>Total</u>	<u>Year</u>	<u>Total</u>
2014/15	269,369	2008/09	810,420
2013/14	344,734	2007/08	940,844
2012/13	1,053,447	2006/07	905,140
2011/12	1,033,382	2005/06	939,999
2010/11	2,305,390	2004/05	797,008
2009/10	563,695	2003/04	744,997

The recommendation from the Vehicle Committee is to fund 4 vehicles and that is reflected in this budget. Another important point to note is Public Works Fund has not allowed for any capital purchases in 2013/14 and 2014/15. While the fleet is in solid condition, this is not a sustainable practice. A capital equipment maintenance and replacement schedule is being created will be in place for use next fiscal year.

Reserve Funds

Currently, Wasco County has three unrestricted Reserve Funds and two restricted Reserve Funds. The difference derives from the source of revenue used in the funds.

*The National Advisory Council on State and Local Budgeting (NACSLB) and the Government Finance Officers Association recommend that **all governments** develop a formal, written fund balance policy which includes outlining reserve fund purposes and goals that is made publicly available.*

Facility Capital Reserve - unrestricted

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

Capital Acquisition - unrestricted

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

Operating Reserve Fund - unrestricted

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

Road Reserve Fund - restricted

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

911 Equipment Reserve Fund - restricted

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

	<i>2015/2016</i>	<i>2014/2015</i>	<i>2013/14</i>	<i>2012/13</i>	<i>2011/12</i>
Facility Capital Reserve^^	1,082,622	1,026,111	323,177	121,995	71,547
Capital Acquisition^^	1,335,688	1,228,258	607,676	482,261	408,916
Operating Reserve^^	1,431,379	1,326,935	552,503	225,428	-
Road Reserve^	2,792,094	2,782,550	2,767,601	2,752,187	2,539,988
911 Equipment Reserve^	238,018	237,204	227,987	192,089	191,206
Total	6,879,800	6,601,059	4,478,945	3,773,959	3,211,657

^All restricted reserve funds have been held steady or increased under the current commission through commitment in long term planning.

^^Non-restricted reserve funds have doubled since 2011 – the 2011 levels were not sufficient to accomplish any strategic or long range plans, nor were they sufficient in sustaining services in the event of a disaster. Now, the reserve levels are closer to accomplishing those best practice and citizen safe measures.

Contingency and Ending Fund Balance

The General Fund contingency assigned amount shall be no more than thirty percent of the unassigned fund balance. The current budgeted contingency amount of \$520,000 is 16% of the budgeted unassigned amount.

The General Fund unassigned balance (also referred to as unappropriated or Ending Fund Balance) will be at least two months of total personnel services and no more than four months of total operating expenses. The current unassigned amount is within that range at \$3,126,000.

3

Taxation/ Assessment

Department of Assessment & Taxation

Assessor/Tax Collector
Jill Amery

Chief Appraiser
Vacant

Property Appraiser II
Melanie Brown

Property Appraiser II
Brandon Jones

Property Appraiser I
Shannon Brackenbury

Property Appraiser I
Temp/Conversion Project-TBD

Data Entry-Temp/Conversion Project
Vacant

Tax Collector Deputy
Linda Perkins

Office Assistant I
Janet Sasser
Tax Clerk

FTE = 12.00

Office Manager II
Marci Beebe

Office Specialist II
Sue Awmiller
Personal Property/Farm Use

Office Specialist II
Jason Wallace
Deed Clerk

Operating Budget Summary

General Fund (101) Assessment & Taxation (12) Assessment & Taxation (5112)

1. Community impacts/main services provided

- Property Valuation
- Property Assessment
- Property Tax Collection

2. Fund balance/fiscal health

YEAR	FTE	BUDGET	ACTUAL	DIFFERENCE	Percent +/- BGT
13/14	9	719,098	604,840	114,258	16%
14/15	10	679,918	638,754	41,164	6%
15/16	12	836,465	N/A		
16/17	12	853,087			

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

Our new Appraiser I position is coming up to speed quickly on appraisal process and assisting in our progress of moving data from the old valuation system to the new ProVal valuation system.

Our Data Entry, temporary full time position, has been a major factor in our progress of data conversion.

Our Appraiser 1 position for conversion has been brought on board as a contract position due to his expertise in ProVal, our valuation system.

Opportunities to Enhance Revenue

No new opportunities

3. Capital Needs

No capital needs.

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

Conversion of the valuation data is moving along this year. The additions in the appraisal staffing have been able to input over 5,000 accounts into the new ProVal, valuation system. We are on track to cost and calculate this data currently.

101 GENERAL FUND

	2014	2015	2016	2016	2017	2017	2017
	Actual	Actual	Budget	Est Act	Proposed	Approved	Adopted

*Resources***ASSESSMENT AND TAXATION**

411.111	PUB/REDEMP FEE	-	11,897	7,000	350	350	
411.115	ASSESSOR PLAT FEES	8,400	15,660	7,000	10,464	10,000	
411.116	BCD OWNERSHIP FEES	3,540	4,095	3,000	3,540	3,000	
411.126	DOCKET FEES	661	-	1,100	-	1,000	
411.156	LATE EXEMPT FILING FEE	1,314	200	1,000	1,000	1,000	
411.161	MAPPING/FARM & FOREST DQ FEES	40	120	100	13	100	
411.179	TRIP PERMIT FEES	75	100	100	102	100	
415.351	WARRANT REC/REL FEES	-	1,480	-	4,943	-	
420.452	PUB/REDEMP FEE	7,953	-	-	14,632	-	
421.242	PHOTO/DIGITAL COPY FEES	1,494	2,094	2,000	1,771	2,000	
421.245	PAYROLL REIMBURSEMENT	-	40	-	6	-	
Total ASSESSMENT AND TAXATION RESOURCES		23,477	35,686	21,300	36,822	17,550	-

*Requirements***51000 PERSONAL SERVICES**

51106	OFFICE MANAGER	3,486	41,550	43,944	43,953	46,899	
51269	SEASONAL/TEMPORARY	-	10,079	9,730	42,971	10,400	
51400	ASSESSOR	61,844	88,408	75,325	75,313	77,196	
51401	CHIEF OFFICE DEPUTY	46,764	6,696	-	-	-	
51402	CHIEF TAX DEPUTY	3,831	-	-	-	-	
51403	APPRAISER II	48,698	49,879	98,280	53,055	102,309	
51404	CHIEF APPRAISER	58,819	59,319	59,328	59,319	59,519	
51405	OFFICE SPECIALIST II	31,792	32,599	35,016	35,020	36,456	
51406	OFFICE SPECIALIST II	30,041	32,134	34,946	34,166	36,456	
51407	OFFICE SPECIALIST II	26,806	13,847	-	-	-	
51412	APPRAISER I	42,036	42,741	67,654	70,636	81,366	
51413	TAX COLLECTION DEPUTY	21,731	36,560	39,600	39,605	41,229	
51457	OFFICE SPECIALIST I	1,343	-	59,878	29,026	62,333	
51602	OVERTIME	2,011	183	1,500	137	1,500	
51640	LONGEVITY	6,463	2,925	-	-	-	
51681	COMP/HOLIDAY BANK CASHOUT	6,708	1,042	-	-	-	
51701	FICA	29,419	31,227	40,587	35,789	42,508	
51705	WORKERS' COMPENSATION	3,330	3,526	5,614	2,854	4,050	
51721	PERS	54,502	50,941	67,085	52,834	55,000	

101 GENERAL FUND	2014	2015	2016	2016	2017	2017	2017
	Actual	Actual	Budget	Est Act	Proposed	Approved	Adopted
51729 HEALTH INSURANCE	67,010	70,174	131,920	92,873	99,839		
51730 DENTAL INSURANCE	5,325	5,640	8,337	6,700	5,724		
51732 LONG TERM DISABILITY	1,621	1,747	2,841	2,101	2,187		
51733 LIFE INSURANCE	145	223	326	261	272		
Total PERSONAL SERVICES	553,725	581,440	781,911	676,614	765,243		
52000 MATERIALS & SERVICES							
52111 DUES & SUBSCRIPTIONS	1,168	1,213	1,640	2,004	2,560		
52115 LEGAL NOTICES & PUBLISHING	510	574	700	518	700		
52116 POSTAGE	-	-	50	-	50		
52122 TELEPHONE	710	612	500	464	500		
52357 WARRANT REC/REL FEES - TAX	394	-	700	-	-		
52363 TESTING & CERTIFICATIONS	25	-	-	-	-		
52383 TITLE SEARCH FEES	-	810	1,500	3,000	2,100		
52401 CONTRACTED SERVICES	24,977	23,301	20,664	20,731	21,284		
52407 CONTR SRVCS - MICROFICHE PROCESSING	-	534	2,000	-	2,000		
52410 CONTR SRVCS - MAPPING	4,835	7,079	14,000	11,800	14,000		
52425 CONTR SRVCS - TAX	7,709	8,527	8,000	12,712	19,550		
52656 GAS & OIL	1,763	1,120	2,500	1,329	2,000		
52657 VEHICLE - REPAIR & MAINTENANCE	2,324	1,459	2,000	356	2,000		
52701 TRAINING & EDUCATION	-	-	8,700	7,310	7,500		
52712 MEALS LODGING & REGISTRATION - ASSR	1,110	4,723	6,000	5,077	6,000		
52713 MEALS LODGING & REGISTRATION - TAX	40	-	-	-	-		
52732 TRAVEL & MILEAGE - ASSESSOR	221	264	300	266	300		
52733 TRAVEL & MILEAGE - TAX	-	-	100	-	100		
52910 SUPPLIES - OFFICE	5,329	7,097	6,500	8,090	7,200		
Total MATERIALS & SERVICES	51,115	57,314	75,854	73,658	87,844		
Total ASSESSMENT & TAXATION REQUIREMENTS	604,840	638,754	857,765	750,272	853,087		
NET REQUIREMENTS ASSESSMENT & TAXATION	(581,363)	(603,068)	(836,465)	(713,450)	(835,537)	-	-

4

County Clerk

COUNTY CLERK

Lisa Gambee

**CHIEF DEPUTY
DAVID MCGAUGHEY**

**CHRISSY ZAUGG
OFFICE SPEC II
ELECTIONS**

**PAUL BOWERS,
OFFICE SPECIALIST II
RECORDINGS**

**TEMPORARY ELECTION
WORKERS**

DEPARTMENT HEAD

MID LEVEL MANAGER

NO PERSONNEL MANAGEMENT

FTE = 4

(10 Temporary Workers)

Operating Budget Summary

General Fund (101) County Clerk (15) County Clerk (5115)

1. Community impacts/main services provided

- 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
- Record Domestic Partnerships, issue Domestic Partnership certificates and maintain partnership records
- Records Management (Archives) for the County
- Keep the permanent records of all County Commissioner proceedings, including preparing a synopsis of those proceedings for distribution to the County Libraries
- Serve as clerk for the Board of Property Tax Appeals
- House and maintain postage machine for county departments

2. Fund balance/fiscal health

YEAR	FTE	BUDGET	ACTUAL	DIFFERENCE	Percent +/-
12/13	3	218,051	202,467	15,584	4%
13/14	3	315,593	272,296	43,297	14%
14/15	3	318,258			
15/16	3	314,598			

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

No significant budget impacts or changes. 3.0 FTE's (County Clerk, Chief Deputy, Recording Clerk) plus budget for a part-time person to fill in on vacations (roughly 375 hours).

4. Opportunities to Enhance Revenue

We have two loan processing companies that are purchasing images of our recorded documents each month. This is not a dependable source of income. Each year I budget this a bit higher and it continues to come in above projections. In FY 14/15 is on track to come in 30% higher than budgeted. This helps to offset decrease in recording fees.

5. Capital Needs

There are no immediate capital needs for this budget.

6. Extraordinary issues to deal with in the near future

There are no extraordinary issues. We will be looking at upgrades to our Records Vault to better maintain temperature and humidity controls.

101 GENERAL FUND	2014 Actual	2015 Actual	2016 Budget	2016 Est Act	2017 Proposed	2017 Approved	2017 Adopted
<i>Resources</i>							
CLERK - COUNTY CLERK							
411.119 COPY/CERTIFICATION FEES	18,870	25,789	17,000	23,588	20,000		
411.121 CLERK LIEN FEES	3,129	2,102	1,000	2,748	1,800		
411.124 COUNTY CLERK FEES	4,277	4,625	4,000	5,509	4,500		
411.127 DEPT OF REV ASSESSMENT	2,165	2,176	1,500	2,317	2,000		
411.162 MARRIAGE LICENSES	4,500	4,990	4,300	4,740	4,300		
411.165 RECORDING FEES	78,777	95,795	87,000	104,878	93,000		
Total CLERK - COUNTY CLERK RESOURCES	111,718	135,477	114,800	143,779	125,600	-	-
<i>Requirements</i>							
CLERK - COUNTY CLERK							
51000 PERSONAL SERVICES							
51020 CLERK	73,776	75,276	53,832	60,458	62,936		
51021 CHIEF DEPUTY CLERK	39,658	40,815	41,580	42,193	43,922		
51023 OFFICE SPECIALIST II	21,964	32,658	31,728	31,727	33,027		
51269 SEASONAL/TEMPORARY	-	-	15,296	-	10,000		
51602 OVERTIME	68	178	279	-	-		
51640 LONGEVITY	1,675	-	-	-	-		
51681 COMP/HOLIDAY BANK CASHOUT	35	-	-	-	-		
51701 FICA	10,086	10,988	9,683	9,820	11,466		
51705 WORKERS' COMPENSATION	244	345	311	166	333		
51721 PERS	14,856	17,043	12,956	7,869	13,387		
51729 HEALTH INSURANCE	23,718	25,886	29,877	25,953	26,507		
51730 DENTAL INSURANCE	1,780	2,050	2,085	1,925	2,580		
51732 LONG TERM DISABILITY	619	672	352	560	593		
51733 LIFE INSURANCE	71	81	81	75	101		
Total PERSONAL SERVICES	188,550	205,993	198,060	180,745	204,853		
52000 MATERIALS & SERVICES							
52122 TELEPHONE	237	275	150	428	400		
52408 CONTR SRVCS - MICROFILM CONTRACT	107	1,013	1,000	1,000	1,000		
52601 EQUIPMENT - NON-CAPITAL	-	-	-	-	600		
52651 EQUIPMENT - REPAIR & MAINTENANCE	-	17	600	-	600		
52711 MEALS LODGING & REGISTRATION	1,477	1,683	2,000	2,438	2,900		
52731 TRAVEL & MILEAGE	448	199	500	158	500		
52910 SUPPLIES - OFFICE	526	1,057	1,000	1,138	1,200		
52911 SUPPLIES - PRINTED	285	74	300	219	300		
Total MATERIALS & SERVICES	3,080	4,318	5,550	5,381	7,500		
Total CLERK - COUNTY CLERK	191,630	210,311	203,610	186,127	212,353		
NET REQUIREMENTS CLERK - COUNTY CLERK	(79,912)	(74,834)	(88,810)	(42,347)	(86,753)	-	-

Operating Budget Summary

General Fund (101) County Clerk (15) Elections (5125)

1. Community impacts/main services provided

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

2. Fund balance/fiscal health

YEAR	FTE	BUDGET	ACTUAL	DIFFERENCE	Percent +/- BGT
11/12	1+pt	125,610	104,761	20,849	17%
12/13	1+pt	111,600	95,896	15,704	14%
13/14	1 + pt	103,868	80,669	23,199	22%
14/15	1 + pt	104,724	N/A		
15/16	1 + pt	110,988			

Significant budget impacts or changes:

1 FTE (Elections Clerk), no change expected. The Oregon Motor Voter bill has increased voter registration numbers, which impacts costs for election printing, mailing, etc. There will be a “back fill” of records starting in June which will potentially add another 1,250 voters to our rolls, which is a 9% increase. We will likely use the additional part-time FTE mentioned in the County Clerk budget to assist with record entry.

We have 11-14 temporary election workers who will assist with the November General Election.

3. **Opportunities to Enhance Revenue:**

There are no opportunities. Change Oregon law to allow reimbursement from political parties, State of Oregon, and Cities for conducting their elections. May 2014 Primary

election cost \$18,542.17 and the reimbursement to Wasco County was .0% of the cost. In the Presidential General, it was a 2.4% reimbursement.

4. Capital Needs:

We will need a new letter opener before the November General Election, so have included an “add package” in our budget of \$3225 for this purchase.

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

As our ballot counting machine ages, we need to look at a savings plan for a new machine. Our current vendor will continue to support our ES&S 650 for the next 3-5 years.

101 GENERAL FUND	2014 Actual	2015 Actual	2016 Budget	2016 Est Act	2017 Proposed	2017 Approved	2017 Adopted
Resources							
CLERK - ELECTIONS							
411.117 CANDIDATE FILING FEES	350	490	500	350	350		
414.304 COMPUTER & DATA SERVICES	95	936	500	102	250		
414.356 STATE ELECTION REIMBURSEMENTS	-	628	250	2,321	500		
414.357 SPECIAL DISTRICT REIMBURSEMENTS	8,703	13,309	9,000	7,687	8,000		
421.251 REIMBURSED TRAVEL	444	617					
Total CLERK - ELECTIONS RESOURCES	9,592	15,980	10,250	10,459	9,100	-	-
Requirements							
51000 PERSONAL SERVICES							
51040 ELECTION WORKERS	2,545	5,168	6,448	180	6,448		
51043 OFFICE SPECIALIST II	27,176	26,023	31,728	31,727	33,027		
51269 SEASONAL/TEMPORARY	-	-	3,821	-	3,500		
51602 OVERTIME	682	448	1,713	-	500		
51640 LONGEVITY	75		-	-	-		
51680 VACATION CASH OUT	1,437	1,461	-	-	-		
51681 COMP/HOLIDAY BANK CASHOUT	166	-	-	-	-		
51701 FICA	2,241	2,140	2,558	2,434	3,326		
51705 WORKERS' COMPENSATION	77	88	130	44	80		
51721 PERS	4,367	1,519	3,016	2,794	2,810		
51729 HEALTH INSURANCE	7,484	5,396	7,249	7,090	7,622		
51730 DENTAL INSURANCE	688	516	696	693	714		
51732 LONG TERM DISABILITY	129	101	152	152	159		
51733 LIFE INSURANCE	28	20	27	27	28		
Total PERSONAL SERVICES	47,095	42,880	57,538	45,141	58,214	-	-
52000 MATERIALS & SERVICES							
52115 LEGAL NOTICES & PUBLISHING	104	453	500	134	500		
52117 POSTAGE - VOTE BY MAIL	2,819	3,956	7,000	7,000	7,881		
52122 TELEPHONE	116	135	150	265	200		
52401 CONTRACTED SERVICES	3,613	8,202	9,000	9,000	10,145		
52601 EQUIPMENT - NON CAPITAL	-	-	500	-	3,225		
52651 EQUIPMENT - REPAIR & MAINTENANCE	974	-	400	746	500		
52654 ESS - LICENSE & MAINTENANCE	5,204	5,203	5,500	5,500	5,500		
52665 OCVR R&M	3,358	3,358	3,500	3,500	3,500		
52711 MEALS LODGING & REGISTRATION	1,470	1,644	2,000	2,000	2,000		
52731 TRAVEL & MILEAGE	974	482	500	177	500		
52909 SUPPLIES	506	1,115	1,400	605	1,341		
52911 SUPPLIES - PRINTED	3,885	1,660	7,000	7,000	6,900		
52970 BALLOT PRINTING	10,548	12,778	16,000	16,000	17,078		
Total MATERIALS & SERVICES	33,571	38,987	53,450	51,927	59,270	-	-
53000 CAPITAL OUTLAY							
Total CAPITAL OUTLAY	-	-	-	-	-		
Total CLERK - ELECTIONS	80,666	81,867	110,988	97,068	117,484	-	-
NET REQUIREMENTS CLERK - ELECTIONS	(71,074)	(65,887)	(100,738)	(86,609)	(108,384)	-	-

101 GENERAL FUND	2014 Actual	2015 Actual	2016 Budget	2016 Est Act	2017 Proposed	2017 Approved	2017 Adopted
TOTAL RESOURCES - CLERK	121,310	151,457	125,050	154,239	134,700	-	-
TOTAL REQUIREMENTS - CLERK	272,296	292,178	314,598	283,195	329,837	-	-
TOTAL NET REQUIREMENTS - CLERK	(150,986)	(140,721)	(189,548)	(128,956)	(195,137)	-	-

Operating Budget Summary

Clerk Records Fund (237) County Clerk (15) Clerk Records (5237)

1. Community impacts/main services provided

- Dedicated fund expended for acquiring storage and retrieval systems for the benefit of the County Clerk's Department

2. Fund balance/fiscal health

YEAR	FTE	BUDGET	ACTUAL	DIFFERENCE	Percent +/- BGT
13/14	0	33,555	3,683	29,872	89%
14/15	0	33,100	449	32,651	99%
15/16	0	40,550	N/A		
16/17	0	50,825			

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

We will continue doing book preservation each year for 3-5 books that are exhibiting the most significant deterioration. We currently have 95 Deed books, various Marriage books, Commissioner Journal books, Water Rights volumes and other miscellaneous books that are in need of restoration at a cost of \$2,000+ per book.

3. Opportunities to Enhance Revenue:

None, as the fund is based on recording revenue: it receives \$.50 from a \$10.00 A&T fee, \$1.00 from a \$10.00 Land Corner Fee, and \$.75 from a \$15.00 GIS Fee assessed to each recorded document.

4. Capital Needs:

This fund builds until there is enough money to do a capital project. We will begin doing vault temperature and humidity upgrades.

5. Extraordinary issues to deal with in the near future

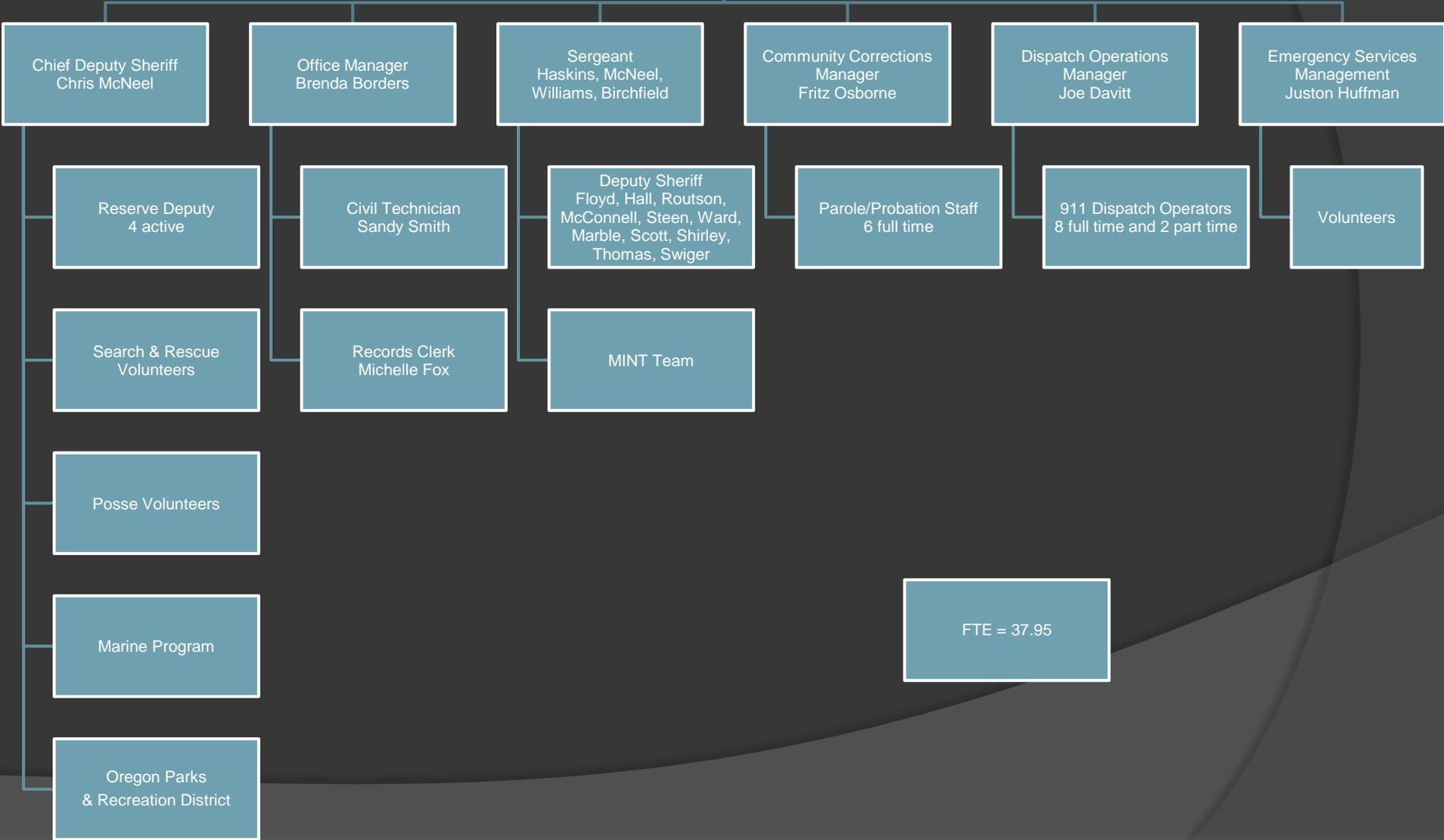
Given the County Strategic Plan to increase availability of property records online, we will potentially outsource indexing of records. This will allow us to speed up having documents - which have already been scanned - be available for search in the Helion database and then mapped to our GIS system.

237 CLERK RECORDS FUND	2014	2015	2016	2016	2017	2017	2017
	Actual	Actual	Budget	Est Act	Proposed	Approved	Adopted
<i>Resources</i>							
400.237 BEGINNING FUND BALANCE	22,498	26,917	34,000	35,063	43,400		
417.104 INTEREST EARNED	130	138	100	173	175		
411.112 A&T FEES (\$.50)	2,165	2,176	1,100	2,413	1,750		
411.153 LAND CORNER FEES(\$1)	3,320	3,589	3,000	3,999	3,000		
411.192 GIS FEES	2,486	2,692	2,350	2,993	2,500		
<i>Total Resources</i>	30,599	35,512	40,550	44,640	50,825	-	-
<i>Requirements</i>							
52000 MATERIALS & SERVICES							
52401 CONTRACTED SERVICES	3,125	449	4,000	975	23,000		
52510 COMPUTER SOFTWARE	-	-	5,000	-	5,325		
52601 EQUIPMENT - NON CAPITAL	557	-	6,600	-	2,500		
<i>Total MATERIALS & SERVICES</i>	3,682	449	15,600	975	30,825	-	-
53000 CAPITAL OUTLAY							
53301 EQUIPMENT - CAPITAL	-	-	24,950	-	20,000		
<i>Total CAPITAL OUTLAY</i>	-	-	24,950	-	20,000	-	-
<i>Total Requirements</i>	3,682	449	40,550	975	50,825	-	-
<i>Ending Fund Balance</i>	26,917	35,063	-	43,665	-	-	-

5

Sheriff

Sheriff



Operating Budget Summary

General Fund (101) Sheriff (16) Emergency Management (5126)

1. Community impacts/main services provided
 - Emergency Planning and Coordination
 - Compliance with Federal and State Regulation/Law
 - Access to Department of Homeland Security Grants
2. Fund balance/fiscal health

YEAR	FTE	BUDGET	ACTUAL	DIFFERENCE	Percent +/- BGT
12/13	.75	78,172	74,992	3,180.00	16%
13/14	.75	78,000	76,841	1,159	1%
14/15	.75	105,616	N/A		
15/16	.75	123,294			

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

- Wasco County EOC was awarded grant funding of \$42,185.00. These funds will be utilized for Interoperable Communications Equipment

3. Capital Needs

None

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

None

101 GENERAL FUND	2014 Actual	2015 Actual	2016 Budget	2016 Est Act	2017 Proposed	2017 Approved	2017 Adopted
Resources							
SHERIFF - EMERGENCY MANAGEMENT RESOURCES							
413.862 STATE FOR EM SERVICES - #97.042	47,311	37,410	39,000	22,055	39,000		
413.912 STATE HOMELAND SECURITY - #97.073	-	23,815	46,127	-	42,185		
414.305 CITY OF DUFUR	1,500	1,500	1,500	1,500	1,500		
414.306 CITY OF MAUPIN	1,000	1,000	1,000	1,000	1,000		
414.307 CITY OF MOSIER	-	1,000	1,000	1,000	1,000		
414.308 CITY OF THE DALLES	9,000	9,000	9,000	9,000	9,000		
421.241 MISC RECEIPTS	427	-	-	400	-		
Total SHERIFF - EMERGENCY MANAGEMENT	59,238	73,725	97,627	34,955	93,685	-	-
Requirements							
51000 PERSONAL SERVICES							
51108 EMERG MGMT COORDINATOR	43,968	45,336	45,403	36,817	47,265		
51602 OVERTIME	952	912	-	-	-		
51640 LONGEVITY	250	-	-	-	-		
51701 FICA	3,456	3,538	3,473	2,816	3,616		
51705 WORKERS' COMPENSATION	112	185	198	81	85		
51721 PERS	4,427	4,532	4,023	3,236	3,369		
51729 HEALTH INSURANCE	7,322	7,209	7,249	4,763	5,120		
51730 DENTAL INSURANCE	673	683	696	462	497		
51732 LONG TERM DISABILITY	207	217	164	148	154		
51733 LIFE INSURANCE	27	27	27	18	19		
Total PERSONAL SERVICES	61,394	62,638	61,233	48,342	60,123	-	-
52000 MATERIALS & SERVICES							
52122 TELEPHONE	1,036	1,119	1,000	1,695	1,000		
52224 RED FLAG TASK FORCE (RFTF)	-	-	1,000	-	500		
52604 EQUIPMENT - OFFICE	3,800	2,835	2,934	427	2,934		
52651 EQUIPMENT - REPAIR & MAINTENANCE	-	-	500	-	500		
52656 GAS & OIL	834	696	1,500	334	1,500		
52657 VEHICLE - REPAIR & MAINTENANCE	544	1,303	1,500	-	1,500		
52701 TRAINING & EDUCATION	327	-	1,000	-	1,000		
52711 MEALS LODGING & REGISTRATION	821	1,045	1,000	1,572	1,500		
52919 SUPPLIES - EQUIPMENT	8,086	5,164	5,500	1,321	5,500		
Total MATERIALS & SERVICES	15,448	12,163	15,934	5,348	15,934	-	-
53000 CAPITAL OUTLAY							
53301 EQUIPMENT - CAPITAL	-	23,815	46,127	4,546	47,000		
Total CAPITAL OUTLAY	-	23,815	46,127	4,546	47,000	-	-
Total EMERGENCY MANAGEMENT	76,842	98,616	123,294	58,236	123,057	-	-
NET REQUIREMENTS EMERGENCY MANAGEMENT	(17,604)	(24,891)	(25,667)	(23,281)	(29,372)	-	-

Operating Budget Summary

General Fund (101) Sheriff (16) Marine Patrol (5130)

1. Community impacts/main services provided

- Marine patrols all bodies of water in Wasco County
- Promotes safe boating within Wasco County
- Boat inspections

2. Fund balance/fiscal health

YEAR	FTE	BUDGET	ACTUAL	DIFFERENCE	Percent +/- BGT
12/13	.80	58,069	47,899	10,170	18%
13/14	.80	54,796	44,844	9,952	18%
14/15	.80	130,884	N/A		
15/16	.50	52,403			

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

n/a

3. Opportunities to Enhance Revenue

n/a

4. Capital Needs

n/a

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

101 GENERAL FUND	2014 Actual	2015 Actual	2016 Budget	2016 Est Act	2017 Proposed	2017 Approved	2017 Adopted
Resources							
SHERIFF - MARINE PATROL							
412.681 STATE GRANT/REIMBURSEMENT	27,269	90,719	52,145	52,003	52,145		
Total SHERIFF - MARINE PATROL	27,269	90,719	52,145	52,003	52,145	-	-
Requirements							
51000 PERSONAL SERVICES							
51109 MARINE DEPUTY (6 MO)	21,812	24,593	26,000	16,973	27,066		
51110 PART TIME - MARINE PATROL	2,021	3,143	-	-	-		
51602 OVERTIME	795	1,573	1,950	976	2,000		
51641 CERTIFICATE	-	-	-	-	-		
51701 FICA	1,781	1,983	2,143	1,131	2,224		
51705 WORKERS' COMPENSATION	778	879	836	159	165		
51721 PERS	4,189	5,031	3,970	3,418	4,133		
51729 HEALTH INSURANCE	6,473	7,679	8,801	5,810	6,245		
51730 DENTAL INSURANCE	276	299	348	231	248		
51731 LONG TERM DISABILITY - SHERIFF	41	52	104	36	37		
51733 LIFE INSURANCE	12	12	13	9	13		
Total PERSONAL SERVICES	38,178	45,242	44,165	28,743	42,132		
52000 MATERIALS & SERVICES							
52655 BOAT - OPERATION & MAINTENANCE	-	369	1,000	-	1,000		
52656 GAS & OIL	5,814	3,939	5,338	46	5,338		
52701 TRAINING & EDUCATION	132	914	1,000	637	1,000		
52909 SUPPLIES	718	951	900	171	900		
Total MATERIALS & SERVICES	6,664	6,173	8,238	855	8,238		
53000 CAPITAL OUTLAY							
Total CAPITAL OUTLAY	-	59,860	-	-	-		
Total MARINE PATROL	44,842	111,275	52,403	29,598	50,370		
NET REQUIREMENTS MARINE PATROL	(17,573)	(20,556)	(258)	22,405	1,775	-	-

Operating Budget Summary

General Fund (101) Sheriff (16) Law Enforcement (5131)

1. Community impacts/main services provided

Public safety services, court security, search and rescue, patrol, civil, etc.

2. Fund balance/fiscal health

YEAR	FTE	BUDGET	ACTUAL	DIFFERENCE	Percent +/- BGT
12/13	19.0	1,884,987	1,853,716.67	31,270.33	2%
13/14	19.0	2,068,276	2,011,026	57,250	3%
14/15	20.0	2,191,874	N/A		
15/16	20.0	2,179,244			

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

- An additional \$1000 funding is requested for contracted services to upgrade our current MDT (Mobile Data Terminals) for the utilization of air cards. Due to current technologies being obsolete this will enhance communications for the patrol division and keep the Sheriff's Office up to date and enhanced.
- The Sheriff's Office is requesting the addition of a half time deputy position to cover the slow months of the OPRD contract, (See attached).
- An additional \$3000.00 is being requested for the firearms budget. This funding will be used for the purchase of more expensive "non-lead" ammunition for training. (Wasco County has been advised by CIS Risk management to implement this program).

3. Opportunities to Enhance Revenue

- The Sheriff's Office has secured \$18,260.00 for 2016/17 from the US Forest Service. These allocated funds will be utilized for additional patrols and calls for service on the Mt. Hood National Forest.
- Funding for BLM appears to be holding at \$10,000.00 for the upcoming fiscal year, however no confirmation of this has been received from BLM.

4. Capital Needs

- N/A

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

N/A

101 GENERAL FUND

	2014	2015	2016	2016	2017	2017	2017
	Actual	Actual	Budget	Est Act	Proposed	Approved	Adopted
Resources							
SHERIFF - LAW ENFORCEMENT							
411.146 SHERIFF GUN PERMITS	42,409	35,640	32,000	35,682	32,000		
411.168 SHERIFFS FEES	42,085	47,325	40,000	45,328	40,000		
412.630 JUSTICE REINVEST PRGM HB3194	20,942	20,941					
412.636 FOREST PATROL	23,591	25,032	18,260	10,377	18,260		
412.681 STATE GRANT/REIMBURSEMENT	-	-	5,500	-	-		
412.682 OREGON STATE PARKS	-	100,008	130,000	92,384	130,000		
412.683 OSSA GRANT	1,320	444					
412.690 ATV GRANT	3,872	-					
412.695 BLM PATROL	7,938	6,547	10,000	3,788	10,000		
413.867 BULLETPROOF VEST PARTNERSHIP - #16.607	1,202	4,160	700	1,295	700		
413.912 STATE HOMELAND SECURITY - #97.073	93,398	-					
414.347 SHERIFF TRANSPORT M H	3,190	5,196	3,000	818	2,000		
416.371 TRAFFIC FINES	39,586	26,234	40,000	35,199	40,000		
416.374 COURT FINES ORS 609.060	-	107	-	11,199			
421.241 MISC RECEIPTS	381	2,447	2,000	3,879	3,000		
421.242 PHOTO/DIGITAL COPY FEES	670	575	500	574	500		
421.245 PAYROLL REIMBURSEMENT	10,452	3,355	5,000	1,311	3,000		
422.120 PASS THRU TO OREGON STATE	5,920	3,750	3,500	4,716	4,000		
Total SHERIFF - LAW ENFORCEMENT	296,956	281,761	290,460	246,549	283,460	-	-

101 GENERAL FUND

	2014	2015	2016	2016	2017	2017	2017
	Actual	Actual	Budget	Est Act	Proposed	Approved	Adopted
<i>Requirements</i>							
51000 PERSONAL SERVICES							
51100 SHERIFF	73,726	77,319	80,688	80,693	82,710		
51101 CHIEF DEPUTY SHERIFF	69,071	72,839	73,524	73,041	76,036		
51102 CIVIL PROCESS DEPUTY	37,702	39,442	39,576	40,121	41,766		
51103 SERGEANTS	245,582	262,811	262,300	266,110	277,021		
51104 DEPUTY SHERIFFS	453,340	512,781	552,216	557,349	605,862		
51105 CLERK - SHERIFF	34,583	31,630	29,426	32,212	33,532		
51106 OFFICE MANAGER	47,917	48,417	48,408	48,417	50,402		
51107 PART TIME - SHERIFF	13,053	1,933	15,000	-	-		
51111 FOREST CONTRACT DEPUTY	8,265	23,101	18,260	8,913	9,279		
51124 OFF HIGHWAY VEHICLE ENFORCEMENT	2,256	-	-	-	-		
51125 BLM CONTRACT PATROL	3,338	5,006	10,000	2,828	2,944		
51126 OSSA GRANT	1,301	-	-	-	-		
51602 OVERTIME	44,800	48,282	60,000	77,151	80,314		
51621 CELL PHONE ALLOWANCE	600	600	600	600	600		
51624 TRAINING STIPEND	-	25	100	-	-		
51640 LONGEVITY	4,545	682	-	-	-		
51641 CERTIFICATE	26,267	5,244	-	-	-		
51680 VACATION CASH OUT	4,035	-	-	-	-		
51681 COMP/HOLIDAY BANK CASHOUT	1,494	1,614	1,500	762	785		
51682 HOLIDAY BANK CASHOUT	2,568	647	-	4,167	4,292		
51701 FICA	77,901	81,498	85,021	85,492	96,814		
51705 WORKERS' COMPENSATION	22,889	30,183	34,044	19,105	28,177		
51721 PERS	167,431	173,666	185,764	203,423	193,148		
51729 HEALTH INSURANCE	226,683	238,687	254,285	240,429	291,104		
51730 DENTAL INSURANCE	11,894	12,732	13,922	13,324	15,150		
51731 LONG TERM DISABILITY - SHERIFF	1,651	1,438	1,404	1,332	1,620		
51732 LONG TERM DISABILITY	876	1,637	2,223	2,186	2,305		
51733 LIFE INSURANCE	489	500	540	519	304		
51734 LIFE INSURANCE - RESERVES	50	40	100	-	-		
Total PERSONAL SERVICES	1,584,307	1,672,754	1,768,901	1,758,173	1,894,164	-	-

101 GENERAL FUND	2014 Actual	2015 Actual	2016 Budget	2016 Est Act	2017 Proposed	2017 Approved	2017 Adopted
52000 MATERIALS & SERVICES							
52115 LEGAL NOTICES & PUBLISHING	197	155	500	333	500		
52122 TELEPHONE	5,114	5,252	5,200	6,245	5,200		
52129 VESTS	4,480	1,920	1,400	-	1,400		
52320 INMATE & MENTAL TRANSPORTS	562	199	1,500	93	1,000		
52340 REFUNDS	152	106	250	100	250		
52347 SPECIAL INVESTIGATIONS	712	1,017	1,000	2,354	1,000		
52376 MENT/PHY EXAMS - NEW HIRES	1,674	1,486	1,200	-	1,300		
52389 LAW ENFORCEMENT PAYMENTS	5,925	3,795	3,500	4,160	4,000		
52401 CONTRACTED SERVICES	2,334	1,482	9,000	10,081	9,000		
52602 EQUIPMENT - ELECTRONIC	298	6,453	8,000	276	9,000		
52604 EQUIPMENT - OFFICE	658	769	1,000	189	1,000		
52606 EQUIPMENT - RESERVES	1,301	2,891	3,000	683	3,000		
52607 EQUIPMENT - UNIFORM	5,896	7,995	7,400	1,130	7,000		
52651 EQUIPMENT - REPAIR & MAINTENANCE	949	-	-	-	-		
52653 RADIO MAINTENANCE & REPAIR	2,782	3,434	5,000	3,690	5,000		
52656 GAS & OIL	82,822	52,126	75,000	63,648	75,000		
52657 VEHICLE - REPAIR & MAINTENANCE	16,472	18,338	18,000	24,157	16,000		
52661 TIRES	10,979	12,393	13,000	12,031	13,000		
52663 VEHICLE - SET-UP	18,528	20,276	24,000	17,630	26,000		
52702 TRAINING & EDUCATION - S & R	3,311	5,554	6,000	3,298	6,000		
52711 MEALS LODGING & REGISTRATION	20,029	19,268	19,000	25,978	20,000		
52879 UTILITIES - SPECIAL	7,371	9,132	7,500	9,251	7,500		
52909 SUPPLIES	7,043	6,606	7,000	8,809	8,000		
52910 SUPPLIES - OFFICE	4,909	4,480	5,000	5,579	5,000		
52930 SUPPLIES - NEIGHBOR WATCH	406	508	750	388	500		
52941 SUPPLIES - TRAINING AMMO	6,464	6,559	9,500	7,471	12,500		
Total MATERIALS & SERVICES	211,368	192,194	232,700	207,574	238,150		
53000 CAPITAL OUTLAY							
53301 EQUIPMENT - CAPITAL	93,667	-	5,500	-	10,000		
Total CAPITAL OUTLAY	93,667	-	5,500	-	10,000		
Total LAW ENFORCEMENT	1,889,342	1,864,949	2,007,101	1,965,747	2,142,314		
NET REQUIREMENTS MARINE PATROL	(1,592,386)	(1,583,188)	(1,716,641)	(1,719,198)	(1,858,854)	-	-
TOTAL RESOURCES - SHERIFF	383,463	446,205	440,232	333,507	429,290	-	-
TOTAL REQUIREMENTS - SHERIFF	2,011,026	2,074,840	2,182,798	2,053,581	2,315,741	-	-
TOTAL NET REQUIREMENTS - SHERIFF	(1,627,563)	(1,628,635)	(1,742,566)	(1,720,074)	(1,886,451)	-	-

Operating Budget Summary

911 Communications (220) Sheriff (16) 911 (5220)

1. Community impacts/main services provided

- They rely on the dispatch center for all law enforcement, medical, and fire issues, calls for services
- We dispatch and do computer work for both Wasco County Sheriff and The Dalles City Police. We dispatch fire and medics for all of Wasco County and Dallesport.

2. Fund balance/fiscal health

YEAR	FTE	BUDGET	ACTUAL	DIFFERENCE	Percent +/- BGT
12/13	9	908,316	862,904	45,412	5%
13/14	10.2	985,939	942,688	43,251	4%
14/15	10.2	1,037,117	N/A		
15/16	10.2	980,570			

Significant budget impacts or changes (include recent FTE changes): 0

3. Opportunities to Enhance Revenue:

n/a

4. Capital Needs:

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

- The 911 center is in the process of hiring 3 new dispatchers. During this process two dispatchers retired sooner than expected, putting the center in a situation where overtime shifts are needed to operate the center. This situation will continue through at least the first quarter of 2016-17 budget years, requiring the overtime budget to be supplemented by contingency funding.

220 911 COMMUNICATIONS FUND

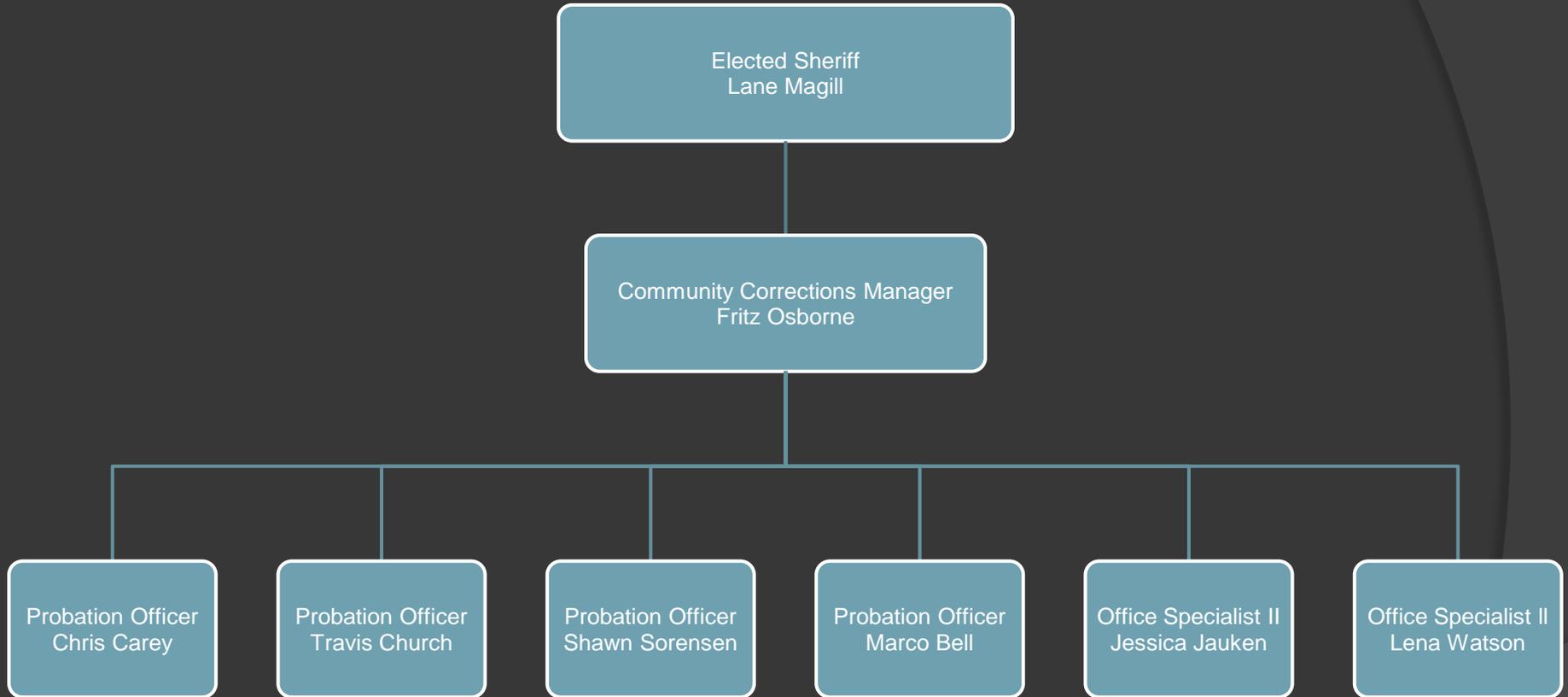
	2014	2015	2016	2016	2017	2017	2017
	Actual	Actual	Budget	Est Act	Proposed	Approved	Adopted
Resources							
400.022 BEGINNING FUND BALANCE	177,248	119,399	55,000	63,239	21,505		
417.104 INTEREST EARNED	511	226	300	155	150		
450.101 TRANSFER FROM GENERAL FUND	208,742	216,707	219,238	219,238	241,162		
412.606 PHONE TAX-WASCO COUNTY	304,399	302,006	316,000	315,000	324,450		
414.301 CONTRACT-THE DALLES 52%	304,836	327,617	315,728	315,728	347,301		
414.302 CONTRACT-MCFR 12%	65,500	72,232	72,204	72,204	79,424		
414.354 911 SERVICES - DALLESPORT RFD	-	4,000	2,000	2,000	2,000		
421.241 MISC RECEIPTS	625	20	100	600	200		
421.242 PHOTO/DIGITAL COPY FEES	76	-	-	-	-		
421.245 PAYROLL REIMBURSEMENT	150	-	-	-	-		
Total Resources	1,062,087	1,042,207	980,570	988,164	1,016,192	-	-

Requirements							
51116 911 MANAGER	53,549	56,581	53,950	57,450	54,428		
51117 911 COMMUNICATIONS OPERATORS	398,079	412,137	418,728	408,728	425,486		
51118 PART TIME - 911	50,323	55,871	47,511	32,476	43,655		
51602 OVERTIME	24,964	21,477	18,000	36,883	30,000		
51622 STIPEND	5,093	5,000	5,000	5,000	5,000		
51624 TRAINING STIPEND	-	-	-	100	104		
51640 LONGEVITY	3,035	781			-		
51641 CERTIFICATE	14,662	6,525			-		
51680 VACATION CASH OUT	-	-	-	6,848	2,500		
51681 COMP/HOLIDAY BANK CASHOUT	181	4,541	-	4,752	-		
51682 HOLIDAY BANK CASHOUT	772	1,726	-	1,639	-		
51701 FICA	40,792	41,686	38,381	41,364	42,930		
51705 WORKERS' COMPENSATION	1,377	1,344	1,198	3,313	3,449		
51721 PERS	74,176	75,792	78,339	88,140	91,754		
51722 STANDARD RETIREMENT	14,169	14,172	10,976	10,452	10,881		
51729 HEALTH INSURANCE	87,342	97,167	101,786	99,864	107,354		
51730 DENTAL INSURANCE	5,363	5,909	5,984	5,736	5,908		
51731 LONG TERM DISABILITY - SHERIFF	1,179	1,188	1,188	1,080	1,124		
51732 LONG TERM DISABILITY	277	293	168	235	245		
51733 LIFE INSURANCE	323	326	313	292	304		
Total PERSONAL SERVICES	775,656	802,516	781,522	804,352	825,122		

220 911 COMMUNICATIONS FUND	2014	2015	2016	2016	2017	2017	2017
	Actual	Actual	Budget	Est Act	Proposed	Approved	Adopted
52000 MATERIALS & SERVICES							
52111 DUES & SUBSCRIPTIONS	257	356	350	328	375		
52113 INSURANCE & BONDS	1,303	1,329	1,329	1,410	1,450		
52115 LEGAL NOTICES & PUBLISHING	-	-	300	-	300		
52116 POSTAGE	-	14	100	13	50		
52122 TELEPHONE	12,219	14,665	13,000	12,659	13,000		
52221 911 TAX - PASS THROUGH TO OTHER E	10,630	4,177	8,500	-	-		
52306 EMPLOYEE MEALS	4,517	3,737	4,800	3,901	4,800		
52337 PRE-EMPLOYMENT TESTING	-	-	2,200	2,157	2,200		
52370 MISC EXPENDITURES	721	580	200	997	200		
52398 ADMINISTRATIVE COST	52,001	66,889	50,078	50,079	50,078		
52401 CONTRACTED SERVICES	9,400	7,403	7,500	7,500	7,500		
52413 CONTR SRVCS - COMPUTER TECHNOL	29,474	35,130	35,130	35,131	35,130		
52601 EQUIPMENT - NON CAPITAL	4,486	999	1,000	1,685	6,800		
52651 EQUIPMENT - REPAIR & MAINTENANCE	150	1,545	700	240	500		
52701 TRAINING & EDUCATION	4,888	3,323	6,000	3,980	10,000		
52711 MEALS LODGING & REGISTRATION	2,162	2,814	2,000	6,068	2,000		
52731 TRAVEL & MILEAGE	578	232	700	200	500		
52830 BUILDING - LEASE	15,106	15,106	15,106	15,106	15,106		
52862 MAINTENANCE AGREEMENTS	15,515	15,099	16,555	15,649	18,500		
52910 SUPPLIES - OFFICE	1,397	1,358	1,500	2,096	3,000		
52928 SUPPLIES - KITCHEN/JANITOR	1,143	1,365	1,000	1,900	2,500		
52937 SUPPLIES - PUBLIC ED	1,085	333	1,000	1,208	1,000		
Total MATERIALS & SERVICES	167,031	176,452	169,048	162,307	174,989		
Total 911	942,688	978,968	950,570	966,659	1,000,111		
99 NON-DEPARTMENTAL EXPENDITURES							
9220 911 EXPENDITURES							
55000 TRANSFERS OUT							
Total TRANSFERS OUT	-	-	-	-			
57000 CONTINGENCY							
57220 CONTINGENCY	-	-	30,000	-	16,081		
Total NON-DEPARTMENTAL EXPENDITURES	-	-	30,000	-	16,081		
Total 911 COMMUNICATIONS FUND	942,688	978,968	980,570	966,659	1,016,192		
Endina Fund Balance	119,399	63,239	-	21,505	-	-	-

324 911 EQUIPMENT RESERVE FUND	2014 Actual	2015 Actual	2016 Budget	2016 Est Act	2017 Proposed	2017 Approved	2017 Adopted
<i>Resources</i>							
400.324 BEGINNING FUND BALANCE	227,987	237,204	270,000	238,301	239,400		
417.104 INTEREST EARNED	1,249	1,097	1,200	1,100	1,200		
450.325 TRANSFER FROM 911 CAPITAL RESERVE FUND	7,968	-	-	-	-		
<i>Total Resources</i>	237,204	238,301	271,200	239,401	240,600	-	-
<i>Requirements</i>							
53000 CAPITAL OUTLAY	-	-	271,200	-	240,600	-	-
<i>Total Requirements</i>	-	-	271,200	-	240,600	-	-
<i>Ending Fund Balance</i>	237,204	238,301	-	239,401	-	-	-

Community Corrections



Operating Budget Summary

Community Corrections Fund (227) Sheriff (16) Community Corrections (5227)

1. Community impacts/main services provided

- To provide supervision and accountability to offenders sentenced to probation and parole.
- To enhance rehabilitation in the offender population by addressing criminogenic needs and thereby enhancing community safety by reducing criminality and reducing substance abuse in the offender population.

2. Fund balance/fiscal health

YEAR	FTE	BUDGET	ACTUAL	DIFFERENCE	Percent +/- BGT
13/14	7	728,175	718,396	9,779	1%
14/15	7	935,275	796,400	138,875	15%
15/16	7	676,706	N/A		
16/17	8	1,528,950			

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

- Wasco County Community Corrections is requesting the funding for one new Parole and Probation Officer. The estimated cost for this position (step 1) is \$45,000.00 per year. Wasco County currently has one of the highest clients to probation officer ratios in Oregon (85). Based on this ratio it is apparent our probation department is unable to effectively monitor all medium to high risk offenders.

With the addition of another probation officer Wasco County will reduce case loads and provide more of the following:

- More one on one time

- Interventions and evidence based supervision
- EPICS (Effective Practices in Community Supervision)
- Increased Rapport
- Increased Check-ins
- Better ability to provide non-Jail sanctions, reducing offender incarcerations at NORCOR and holding higher risk offenders at the jail.
- Reduced Recidivism
- Increased Public Safety

Additional benefits include succession planning as the department will have two probation officers retiring in the next five (5) years. This also allows the department to better cross-train with cross-functional benefits to the department.

Funding for this position is stable with 1145 dollars showing consistent historical averages. Future funding also appears to be stable at current or increased rates from the State of Oregon.

3. Opportunities to Enhance Revenue: Capital Needs:

n/a

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

227 COMMUNITY CORRECTIONS

	2014 Actual	2015 Actual	2016 Budget	2016 Est Act	2017 Proposed	2017 Approved	2017 Adopted
Resources							
400.227 BEGINNING FUND BALANCE	273,404	444,478	155,000	257,003	944,000		
417.104 INTEREST EARNED	2,663	2,400	2,000	2,850	2,000		
411.122 CLIENT FEES-COMM SERVICE	2,695	1,940	2,150	2,280	2,150		
411.123 CLIENT FEES-SERVICES	7,024	8,364	6,000	8,294	7,000		
411.166 CLIENT FEES - MONITORING	704	-	-	47	-		
411.174 CLIENT FEES-SUPERVISION	78,920	90,613	70,000	91,670	72,000		
412.610 TREATMENT GRANTS	42,888	42,317	42,000	130,631	-		
412.630 JUSTICE REINVEST PRGM HB3194	124,783	-	75,000	248,411	186,307		
412.633 DOC-GRANT IN AID	907,812	907,011	900,320	1,240,530	1,236,925		
412.681 STATE GRANT/REIMBURSEMENT	350	-	-	-	-		
421.241 MISC RECEIPTS	192	-	-	-	-		
421.245 PAYROLL REIMBURSEMENT	10	961	-	24	-		
Total Resources	1,441,445	1,498,084	1,252,470	1,981,740	2,450,382	-	-

Requirements**51000 PERSONAL SERVICES**

51119 COMMUNITY CORRECTIONS MANAGER	62,611	67,592	68,232	47,735	61,368		
51121 PROBATION OFFICERS	196,165	169,294	203,366	179,521	252,713		
51122 OFFICE SPECIALIST II	55,705	59,623	65,584	65,040	66,016		
51123 PART TIME - COMMUNITY CORRECTIONS	2,397	4,432	5,352	6,503	6,601		
51602 OVERTIME	969	5,341	5,000	5,000	5,000		
51622 STIPEND	5,000	5,000	4,992	4,992	5,000		
51640 LONGEVITY	1,725	688	600	600	609		
51641 CERTIFICATE	11,933	9,629	6,675	6,675	6,775		
51680 VACATION CASH OUT	-	3,813	-	10,000	3,000		
51681 COMP/HOLIDAY BANK CASHOUT	4,312	317	2,000	5,000	3,000		
51701 FICA	24,318	23,381	25,884	23,476	31,371		
51705 WORKERS' COMPENSATION	9,325	8,876	9,048	4,309	10,496		
51721 PERS	56,577	52,571	53,623	50,272	59,237		
51729 HEALTH INSURANCE	73,096	66,202	79,724	61,181	92,085		
51730 DENTAL INSURANCE	4,746	4,306	4,869	4,043	5,731		
51732 LONG TERM DISABILITY	1,528	1,411	1,408	1,240	1,649		
51733 LIFE INSURANCE	191	170	189	157	219		
Total PERSONAL SERVICES	510,598	482,646	536,546	475,744	610,870	-	-

227 COMMUNITY CORRECTIONS

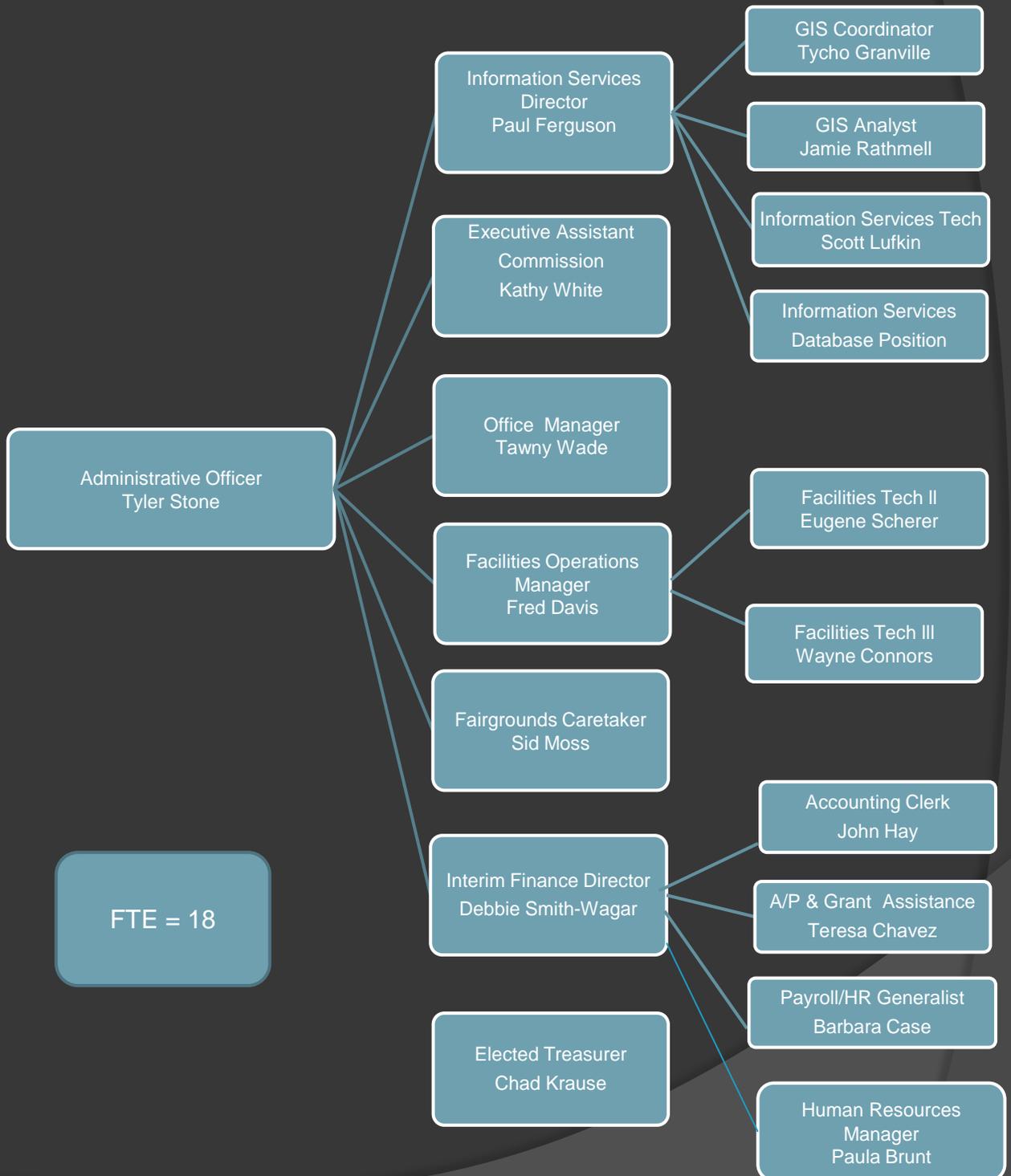
	2014	2015	2016	2016	2017	2017	2017
	Actual	Actual	Budget	Est Act	Proposed	Approved	Adopted
52000 MATERIALS & SERVICES							
52113 INSURANCE & BONDS	2,972	3,100	4,000	4,402	4,500		
52115 LEGAL NOTICES & PUBLISHING	-	-	1,000	233	500		
52116 POSTAGE	1,750	1,635	1,600	15	1,800		
52119 RENT	27,000	59,250	45,000	45,000	45,000		
52122 TELEPHONE	3,595	5,519	5,000	5,421	5,400		
52325 LABOR/LEGAL COUNSEL	8,883	20,865	5,000	18,928	5,000		
52337 PRE-EMPLOYMENT TESTING	-	-	1,000	2,330	1,000		
52344 SEX OFFENDER TX	21,015	7,160	14,000	4,840	32,600		
52351 TRANSITIONAL SERVICES	15,426	10,686	16,000	15,800	153,667		
52353 DRUG TESTING	10,550	5,024	7,000	2,318	3,000		
52361 BUS TICKETS	-	238	400	-	200		
52365 DOMESTIC TREATMENT	11,665	12,708	10,000	5,847	12,780		
52382 HOME DETENTION/SANCTION	3,062	172	3,000	-	200		
52401 CONTRACTED SERVICES	15,294	15,767	18,000	7,887	18,000		
52415 CONTR SRVCS - JANITORIAL	3,259	3,261	3,500	2,591	3,500		
52427 CONTR SRVCS - OUTPATIENT A/D	21,830	18,980	23,500	22,794	44,144		
52430 CONTR SRVCS - GRANTS	39,982	127,845	117,000	40,159	478,411		
52431 CONTR SRVCS - INTERPRETER	-	-	500	-	200		
52447 CONTR SRVCS - JAIL SERVICES	-	2,240	9,240	-	67,678		
52448 CONTR SRVCS - VOCATIONAL	-	-	-	27	-		
52601 EQUIPMENT - NON CAPITAL	3,887	7,150	7,000	5,708	21,000		
52656 GAS & OIL	3,786	2,168	4,000	1,769	4,000		
52657 VEHICLE - REPAIR & MAINT	3,584	599	5,000	1,463	5,000		
52711 MEALS LODGING & REGISTRATION	3,231	3,545	3,500	3,865	3,500		
52801 BLDG REPAIR & MAINT	390	899	1,000	-	1,000		
52910 SUPPLIES - OFFICE	6,637	4,943	5,000	9,565	6,000		
Total MATERIALS & SERVICES	207,798	313,754	310,240	200,962	918,080	-	-

227 COMMUNITY CORRECTIONS	2014	2015	2016	2016	2017	2017	2017
	Actual	Actual	Budget	Est Act	Proposed	Approved	Adopted
53000 CAPITAL OUTLAY							
<i>Total CAPITAL OUTLAY</i>	-	-	-	-	-	-	-
<i>Total SHERIFF</i>	718,396	796,400	846,786	676,706	1,528,950	-	-
55000 TRANSFERS OUT							
55101 TRANSFER TO GENERAL FUND	278,571	444,681	360,128	360,128	370,932		
<i>Total TRANSFERS OUT</i>	278,571	444,681	360,128	360,128	370,932	-	-
57000 CONTINGENCY							
57202 CONTINGENCY	-	-	45,556	-	160,000	-	-
<i>Total CONTINGENCY</i>	-	-	45,556	-	160,000	-	-
59000 RESERVE FOR FUTURE EXPENDITURE							
59202 RESERVE FOR FUTURE EXPENDITURE	-	-	-	-	390,500	-	-
<i>Total RESERVE FOR FUTURE EXPENDITURE</i>			-	-	390,500		
<i>Total NON-DEPARTMENTAL EXPENDITURES</i>	278,571	444,681	405,684	360,128	921,432	-	-
<i>Total Requirements</i>	996,967	1,241,081	1,252,470	1,036,834	2,450,382	-	-
<i>Ending Fund Balance</i>	444,478	257,003	-	944,906	-	-	-

6

Administrative Services

Administrative Services



Operating Budget Summary

General Fund (101) Administrative Services (17) Employee & Admin Services (5118)

1. Community impacts/main services provided

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

2. Fund balance/fiscal health

YEAR	FTE	BUDGET	ACTUAL	DIFFERENCE	Percent +/- BGT
12/13	6	569,208	543,420.71	25,787.29	4%
13/14	7	593,872	559,480	34,392.00	5%
14/15	7	580,074	N/A		
15/16	7	590,568	N/A		

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

3. Opportunities to Enhance Revenue

Grant writing

Work by Commissioners in Salem to enhance State funding

4. Capital Needs

Potential remodel of County Commission Board Room is still on the table.

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

- Implementation of newly adopted Strategic Plan and County Culture
- Transitioning to a permanent Finance Director
- Administration of Intergovernmental Agency – QLife
- County Branding
- Armory Property Development

101 GENERAL FUND

	2014 Actual	2015 Actual	2016 Budget	2016 Est Act	2017 Proposed	2017 Approved	2017 Adopted
Resources							
ADMIN SERVICES - EMPLOYEE & ADMIN SERVICES							
411.158 LE TEST FEES	150	45	100	813	500		
419.439 CIS GRANT	-		2,000	2,000	2,000		
421.241 MISC RECEIPTS	-	1,066	-	302	100		
421.242 PHOTO/DIGITAL COPY FEES	1,785	550	500	8	50		
421.245 PAYROLL REIMBURSEMENT	-		-	35	-		
Total ADMIN SERVICES - EMPLOYEE & ADMIN SVCS	1,935	1,661	2,600	3,158	2,650	-	-
Requirements							
51000 PERSONAL SERVICES							
51004 ADMIN ASSISTANT	80,940	43,468	44,568	44,555	46,395		
51024 OFFICE SPECIALIST II	28,828	30,849	33,406	32,520	34,776		
51050 FINANCE DIRECTOR	62,096	64,294	43,700	7,144	92,975		
51051 TREASURER	47,891	47,891	6,042	6,893	6,042		
51053 STAFF ACCOUNTANT	-	-	43,464	30,590	45,246		
51106 OFFICE MANAGER	-	40,264	43,020	15,290	44,784		
51321 HUMAN RESOURCE SPECIALIST	-	-	43,464	41,600	66,114		
51325 ADMINISTRATIVE OFFICER	102,224	102,299	102,524	102,524	110,365		
51326 PAYROLL/HR GENERALIST	43,793	43,925	45,048	45,052	46,895		
51XXX ACCOUNTING MANAGER	-	-	-	-	61,312		
51335 PART TIME - EAS	5,730	-	-	-	-		
51602 OVERTIME	78	-	-	-	-		
51620 VEHICLE ALLOWANCE	6,750	6,810	6,912	6,760	6,963		
51621 CELL PHONE ALLOWANCE	600	600	600	600	600		
51640 LONGEVITY	550	225	-	-	-		
51701 FICA	27,015	29,323	33,571	24,364	43,028		
51705 WORKERS' COMPENSATION	620	797	1,084	839	1,428		
51721 PERS	37,149	38,665	35,863	22,743	55,418		
51729 HEALTH INSURANCE	79,590	68,150	95,521	43,551	106,874		
51730 DENTAL INSURANCE	4,708	4,668	6,265	3,466	7,337		
51732 LONG TERM DISABILITY	1,690	1,701	2,209	1,313	2,550		
51733 LIFE INSURANCE	189	185	244	147	279		
51XXX ACCOUNTING MANAGER BENEFITS	-	-	-	-	-		
Total PERSONAL SERVICES	530,441	524,112	587,505	429,950	779,381	-	-

101 GENERAL FUND	2014	2015	2016	2016	2017	2017	2017
	Actual	Actual	Budget	Est Act	Proposed	Approved	Adopted
52000 MATERIALS & SERVICES							
52111 DUES & SUBSCRIPTIONS	2,871	4,630	3,000	1,300	3,000		
52115 LEGAL NOTICES & PUBLISHING	483	1,438	3,500	10,927	10,500		
52122 TELEPHONE	1,919	2,889	2,150	2,743	2,800		
52307 HEALTH PROGRAMS	141	-	2,000	-	2,000		
52329 LE TESTS	240	171	-	721	1,000		
52337 PRE-EMPLOYMENT TESTING	333	47	1,000	101	1,000		
52363 TESTING & CERTIFICATIONS	-	258	1,000	180	1,000		
52401 CONTRACTED SERVICES	-	-	14,000	39,104	40,000		
52651 EQUIPMENT - REPAIR & MAINTENANCE	295	295	300	1,213	450		
52701 EDUCATION	-	-	-	-	35,000		
52704 TRAINING	950	150	1,200	1,796	2,100		
52711 MEALS LODGING & REGISTRATION	13,659	6,744	13,000	22,597	24,000		
52731 TRAVEL & MILEAGE	1,097	926	1,200	838	1,200		
52910 SUPPLIES - OFFICE	5,427	6,003	4,500	5,248	5,500		
52911 SUPPLIES - PRINTED	1,622	1,221	1,300	1,236	1,200		
Total MATERIALS & SERVICES	29,037	24,772	48,150	88,005	130,750	-	-
Total EMPLOYEE & ADMINISTRATIVE SERVICES	559,478	548,884	635,655	517,955	910,131	-	-
NET REQUIREMENTS EMPLOYEE & ADMIN SVCS	(557,543)	(547,223)	(633,055)	(514,797)	(907,481)	-	-

101 GENERAL FUND

	2014	2015	2016	2016	2017	2017	2017
	Actual	Actual	Budget	Est Act	Proposed	Approved	Adopted
Resources							
ADMINISTRATION - ADMINISTRATION							
420.451 VEHICLES SOLD	19,163	12,432	4,000	-	4,000		
421.240 CBNH REIMBURSEMENT	15,776	16,091	17,000	-	17,000		
421.243 INSURANCE REFUNDS	63,456	62,225	30,000	1,127	10,000		
421.246 POSTAGE REIMBURSEMENT	4,433	6,240	4,000	3,779	4,000		
421.267 LEGAL FEE REIMBURSEMENT	-	-	-	5,407	4,000		
421.268 MISC REIMBURSEMENT	774	5,319	-	188	100		
Total ADMINISTRATION - ADMINISTRATION	103,602	102,307	55,000	10,502	39,100	-	-
Requirements							
51000 PERSONAL SERVICES							
51450 COUNTY COUNSEL	14,783	6,160	-	-	-		
51621 CELL PHONE ALLOWANCE	600	250	600	-	600		
51640 LONGEVITY	900	375	-	-	-		
51680 VACATION CASH OUT	-	-	10,000	-	10,000		
51701 FICA	1,417	519	-	-	-		
51703 UNEMPLOYMENT INSURANCE	8,534	266	10,000	-	10,000		
51705 WORKERS' COMPENSATION	(4,400)	1,816	-	-	-		
51721 PERS	(11,657)	160	2,000	1,431	2,000		
51732 LONG TERM DISABILITY	(9)	-	-	-	-		
51733 LIFE INSURANCE	(7)	-	-	-	-		
Total PERSONAL SERVICES	10,161	9,546	22,600	1,431	22,600	-	-

101 GENERAL FUND	2014	2015	2016	2016	2017	2017	2017
	Actual	Actual	Budget	Est Act	Proposed	Approved	Adopted
52000 MATERIALS & SERVICES							
52104 BANK CHARGES	8,201	6,487	10,000	162	10,000		
52112 INSURANCE - NURSING HOME	15,776	16,091	17,000	17,045	20,000		
52113 INSURANCE & BONDS	80,421	77,919	100,000	106,570	110,000		
52114 INSURANCE & BONDS - FAIR	26,079	27,344	-	-	-		
52115 LEGAL NOTICES & PUBLISHING	3,555	5,169	4,000	19,290	21,000		
52116 POSTAGE	20,927	19,821	20,000	21,726	23,000		
52118 POSTAL PERMITS	400	220	400	-	400		
52125 BUDGET WORKSHOPS	-	431	600	-	600		
52325 LABOR/LEGAL COUNSEL	54,198	113,409	200,000	175,506	200,000		
52338 PRE-TAX CHECK FEES	1,620	1,403	1,800	295	1,800		
52348 SPECIAL PROJECTS	9,802	37,697	40,000	12,617	40,000		
52350 TAXES/PERMITS/ASSESSMENTS	804	799	900	739	900		
52360 BOPTA BOARD	627	735	1,000	823	1,000		
52370 MISC EXPENDITURES	205	50	-	938	-		
52374 SALARY PROVISIONS	-	-	200,000	-	200,000		
52401 CONTRACTED SERVICES	17,605	34,139	75,000	63,525	75,000		
52412 CONTR SRVCS - AUDIT CONTRACT	32,980	35,265	36,660	36,660	38,000		
52422 CONTR SRVCS - SHREDDING CONTRACT	1,997	1,191	3,000	1,430	3,000		
52443 CONTR SRVCS - ADD'L AUDIT SERVICES	2,850	4,742	4,500	1,899	4,000		
52652 MAIL MACHINE - LEASE & MAINT	6,526	2,051	4,105	4,103	4,250		
52664 VEHICLE TRADE-IN/OUTFITTING	-	9,105	-	7,000	7,000		
52803 CO PROP-TAX/ASSMNT/EXP	4,984	6,471	7,500	4,613	7,500		
52999 CASH OVER/SHORT	123	144	-	448	-		
Total MATERIALS & SERVICES	289,680	400,682	726,465	475,390	767,450	-	-
53000 CAPITAL OUTLAY							
53201 VEHICLES	77,584	78,921	104,000	105,578	105,000		
Total CAPITAL OUTLAY	77,584	78,921	104,000	105,578	105,000	-	-
Total ADMINISTRATION	377,425	489,149	853,065	582,399	895,050	-	-
NET REQUIREMENTS ADMINISTRATION	(273,823)	(386,842)	(798,065)	(571,897)	(855,950)	-	-

Board of County Commissioners

Scott Hege
Chair County
Commissioner

Rod Runyon
County
Commissioner

Steve Kramer
County
Commissioner

FTE= 1.5

101 GENERAL FUND	2014	2015	2016	2016	2017	2017	2017
	Actual	Actual	Budget	Est Act	Proposed	Approved	Adopted
<i>Requirements</i>							
5116 COUNTY COMMISSION							
51000 PERSONAL SERVICES							
51001 COMMISSIONER	38,568	38,568	39,533	39,586	40,576		
51002 COMMISSIONER	38,568	38,568	39,533	39,586	40,576		
51003 COMMISSIONER	38,568	38,568	39,533	39,586	40,576		
51620 VEHICLE ALLOWANCE	20,250	20,430	20,736	20,280	20,888		
51621 CELL PHONE ALLOWANCE	1,800	1,800	1,800	1,800	1,800		
51622 STIPEND	-	499	630	-	630		
51701 FICA	10,538	10,590	10,800	10,774	11,096		
51705 WORKERS' COMPENSATION	226	245	250	173	263		
51721 PERS	14,429	14,887	15,768	15,804	16,199		
51729 HEALTH INSURANCE	21,966	21,626	21,748	21,271	22,866		
51730 DENTAL INSURANCE	2,018	2,050	2,088	2,079	1,908		
51732 LONG TERM DISABILITY	555	555	556	569	579		
51733 LIFE INSURANCE	81	81	81	81	84		
Total PERSONAL SERVICES	187,567	188,468	193,056	191,590	198,042	-	-
Total COUNTY COMMISSION	187,567	188,468	193,056	191,590	198,042	-	-
NET REQUIREMENTS COUNTY COMMISSION	(187,567)	(188,468)	(193,056)	(191,590)	(198,042)	-	-

Tyler Stone
CAO

Facilities

Fred Davis
Facilities Operations
Manager

Wayne Conners
Field Tech III
Gene Scherer
Field Tech II

DEPARTMENT HEAD

MID LEVEL MANAGER

STAFF

FTE = 3

Operating Budget Summary

General Fund (101) Administrative Services (17) Facilities (5121)

1. Community impacts/main services provided

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

2. Fund balance/fiscal health

YEAR	FTE	BUDGET	ACTUAL	DIFFERENCE	Percent +/- BGT
13/14	5	638,083	624,189	13,894	2%
14/15	5	585,924	563,069	22,855	3.9%
15/16	5	724,098			
16/17	4	7466548			

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

- When we were unsuccessful in our first attempt to fill the vacancy left by a retiring Janitor, we began to look at the possibility of retaining a janitorial service provider. After contacting some local vendors we began negotiating with one and determined that there could be a significant savings over maintaining two employees. The financial savings of at least \$8,449 (plus labor savings for supervision and other required safety training and documentation- MSDS etc.)
- Facilities would like to add 1 FTE by adding a Facilities Technician I (see job description and position justification document)

3. Opportunities to Enhance Revenue

- CEO Stone negotiated a temporary lease of the Annex C space with Center for Living as they prepare to build and relocate.
- Through site review and physical plant upgrades we will continue to make small improvements in efficiency. We are currently discussing alternative energy options and efficiency with a vendor. The potential is still unknown.

4. Capital Needs

- See Special & Capitol Project list for details
- Due to extremely challenging scheduling issues, the Courthouse main electrical panel replacement project. Contract price is \$133,585 (an application for a 50% matching grant has been accepted by the State –IGA signed) It will not be spent in during the 2016 fiscal but the contract is signed and project will take place in August (2017 Fiscal)
New Capital Total \$141,800 (is less the \$140,000 budgeted for the carry over project funding)

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

- In the next 2-4 years we anticipate the need for significant roof repair at Annex A and the need for replacement of the 3rd floor court room HVAC system.

101 GENERAL FUND

	2014 Actual	2015 Actual	2016 Budget	2016 Est Act	2017 Proposed	2017 Approved	2017 Adopted
Resources							
ADMIN SERVICES - FACILITIES							
412.681 STATE GRANT/REIMBURSEMENT	-		7,500	7,500	70,000		
414.325 VOIP PHONE SYST REIMB	10,800	10,800	10,800	9,720	10,000		
418.400 RENT-911 COMMUNICATIONS	15,106	15,106	15,106	15,106	15,106		
418.401 RENT-WALNUT ST HOUSE	6,092	4,899	5,500	5,500	-		
418.402 RENT-LA CLINICA (50%)	-	-	-	5,884	-		
418.405 RENT-FAIR HOUSE	420	385	420	420	420		
418.406 RENT-OR YOUTH AUTHORITY	12,184	12,549	11,100	11,100	11,100		
418.407 CELL TOWER LEASE	56,448	56,601	49,850	49,850	49,850		
418.408 RENT-CENTER FOR LIVING	49,984	51,612	51,000	51,000	51,000		
418.410 RENT-COMMUNITY CORRECTIONS	27,000	59,250	45,000	45,000	45,000		
421.241 MISC RECEIPTS	60	610	-	144	-		
421.245 PAYROLL REIMBURSEMENT	-	115	-	16	-		
421.252 CIR CT LONG DIST REIMB	3,162	3,669	3,200	1,813	2,000		
Total ADMIN SERVICES - FACILITIES	181,256	215,596	199,476	203,053	254,476	-	-
Requirements							
51000 PERSONAL SERVICES							
51329 FACILITIES OP MGR	56,519	59,555	60,808	60,713	63,547		
51330 FACILITIES TECH III	46,364	47,134	49,440	49,446	51,473		
51332 JANITORS	48,946	53,513	56,808	56,808	0		
51336 FACILITIES TECH II	40,029	40,779	43,032	43,031	44,795		
51XXX TECH I	-	-	-	-	27,342		
51602 OVERTIME	1,016	-	-	632	658		
51621 CELL PHONE ALLOWANCE	600	600	600	600	600		
51640 LONGEVITY	1,650	900	-	-	-		
51680 VACATION CASH OUT	188		-	2,028	-		
51701 FICA	13,702	13,696	13,988	14,273	14,414		
51705 WORKERS' COMPENSATION	5,759	8,299	7,306	7,796	5,868		
51721 PERS	30,205	29,023	25,988	26,226	19,471		
51729 HEALTH INSURANCE	49,664	57,585	61,379	59,251	49,987		
51730 DENTAL INSURANCE	3,194	3,417	3,481	3,389	2,371		
51732 LONG TERM DISABILITY	904	965	1,008	995	808		
51733 LIFE INSURANCE	128	135	135	132	92		
51XXX TECH I BENEFITS	-	-	-	-	13,000		
Total PERSONAL SERVICES	298,868	315,601	323,973	325,319	294,426	-	-

101 GENERAL FUND	2014	2015	2016	2016	2017	2017	2017
	Actual	Actual	Budget	Est Act	Proposed	Approved	Adopted
52000 MATERIALS & SERVICES							
52122 TELEPHONE	2,294	2,496	2,700	101	-		
52124 UNIFORMS	621	435	900	563	800		
52305 ELEVATOR EXPENSES	4,236	3,693	7,500	4,763	7,500		
52330 LONG DISTANCE - CIRCUIT COURT	2,985	3,874	3,200	4,009	3,300		
52348 SPECIAL PROJECTS	1,863	42,973	56,500	318	56,000		
52401 CONTRACTED SERVICES	-	3,280	1,500	107	79,245		
52601 EQUIPMENT - NON CAPITAL	4,450	2,567	2,500	2,520	2,500		
52611 FURNITURE - NON CAPITAL	875	1,200	1,200	1,536	5,400		
52631 SAFETY EQUIPMENT & SUPPLIES	136	129	300	-	300		
52651 EQUIPMENT - REPAIR & MAINTENANCE	277	384	400	276	400		
52656 GAS & OIL	5,311	3,452	4,500	4,063	4,200		
52657 VEHICLE - REPAIR & MAINTENANCE	1,408	2,505	2,800	866	3,500		
52711 MEALS LODGING & REGISTRATION	344	479	500	662	600		
52731 TRAVEL & MILEAGE	282	255	325	293	275		
52813 BLDG REPAIR & MAINT - ANNEX B	416	1,933	2,500	2,182	2,500		
52814 BLDG REPAIR & MAINT - MUSEUM	-	-	200	93	200		
52815 BLDG REPAIR & MAINT - ANNEX A	6,158	2,270	6,800	4,606	6,800		
52816 BLDG REPAIR & MAINT - YOUTH SERV	777	513	1,100	636	1,200		
52817 BLDG REPAIR & MAINT - COURTHOUSE	38,512	26,421	18,000	35,361	18,000		
52819 BUILDING R&M - WALNUT ST	-	88	10,000	-	15,000		
52820 BLDG REPAIR & MAINT - OLD SHOPS	3,637	2,259	2,250	1,546	2,200		
52821 BUILDING R&M - 911	53		2,200	-	-		
52824 BUILDING R&M - 610 COURT ST	40	26	500	62	500		
52825 BLDG REPAIR & MAINT - 606 COURT ST	57	120	500	97	500		
52826 BLDG REPAIR & MAINT - AN SHELTER	105	70	-	-	-		
52828 BLDG REPAIR & MAINT - ANNEX C	3,731	5,777	4,000	8,240	4,000		
52834 BLDG REPAIR & MAINT - PUBLIC WORKS	10,023	8,097	8,500	4,995	13,500		
52836 VETERANS CEMETERY REPAIR & MAINT	9,000	9,000	9,000	1,000	9,000		
52840 HVAC - ANNEX A	11	38	-	-	-		
52851 JANITORIAL - CARPETS	-	800	900	347	1,200		
52861 MAINTENANCE - GROUNDS	642	157	2,000	616	2,000		
52871 UTILITIES - ANNEX A & B	26,952	26,060	25,500	23,385	24,000		
52872 UTILITIES - COURTHOUSE	38,866	39,465	39,000	39,569	38,500		
52874 UTILITIES - ANNEX C	12,259	13,876	14,000	11,160	13,000		
52875 UTILITIES - OBARR	6,564	6,553	6,100	8,322	6,250		
52876 UTILITIES - OLD SHOPS	5,256	5,403	5,150	4,762	4,800		
52880 UTILITIES - TELEPHONE	21,263	21,616	21,000	24,387	21,500		
52881 UTILITIES - WALNUT ST	-	38	-	977	800		
52919 SUPPLIES - EQUIPMENT	1,248	1,510	1,500	627	1,000		
52925 SUPPLIES - JANITORIAL - ANNEX	2,611	3,299	3,500	3,217	3,400		
52927 SUPPLIES - JANITORIAL - COURTHOUSE	1,797	2,963	2,500	2,682	2,500		
52934 SUPPLIES - ADMINISTRATION	764	419	600	(549)	600		
52939 SUPPLIES - SECURITY	589	550	1,000	324	1,000		
Total MATERIALS & SERVICES	216,413	247,045	273,125	198,723	357,970	-	-

101 GENERAL FUND	2014	2015	2016	2016	2017	2017	2017
	Actual	Actual	Budget	Est Act	Proposed	Approved	Adopted
53000 CAPITAL OUTLAY							
53101 BUILDINGS	100,214	-	102,000	9,860	300,000		
53301 EQUIPMENT - CAPITAL	8,693	-	25,000	25,000	-		
Total CAPITAL OUTLAY	108,907	-	127,000	34,860	300,000	-	-
Total FACILITIES	624,188	562,645	724,098	558,902	952,396	-	-
NET REQUIREMENTS FACILITIES	(442,932)	(347,049)	(524,622)	(355,849)	(697,920)	-	-
TOTAL RESOURCES - ADMIN SERVICES	274,072	314,551	306,076	322,960	356,376	-	-
TOTAL REQUIREMENTS - ADMIN SERVICES	2,016,791	1,917,854	2,375,560	1,923,815	2,865,145	-	-
TOTAL NET REQUIREMENTS - ADMIN SERVICES	(1,742,719)	(1,603,303)	(2,069,484)	(1,600,855)	(2,508,769)	-	-

Information Services

Director of Information Services
Paul Ferguson

GIS Coordinator
Tycho Granville

Information Services Tech
Scott Lufkin

GIS Analyst
Jamie Rathmell

Database/Programmer
Unfilled

DEPARTMENT HEAD

MID LEVEL MANAGER

NO PERSONNEL MANAGEMENT

FTE = 5

Operating Budget Summary

General Fund (101) Administrative Services (17) Information Technology (5113)

1. Community impacts/main services provided

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

2. Fund balance/fiscal health

YEAR	FTE	BUDGET	ACTUAL	DIFFERENCE	Percent +/- BGT
13/14	4	775,707	645,557	130,149.56	17%
14/15	4	761,698	617,857	143,841	19%
15/16	5	772,620	N/A		
16/17	5	824,077			

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

- Computer Replacements rotation this coming year is one of the bigger years leading to an increase in the amount of PCs being replaced.
- Purchasing new MS Office licenses this year will.
- New website hosting contract will led to significant savings.
- Staff restructuring

4. Opportunities to Enhance Revenue

- Offering Co-location services in new data room
- Developing opportunities to develop shared services with other agencies.

5. Capital Needs

- New website development will carry over into this new fiscal year
- Mobile Data Terminal (MDT's) for deputy vehicles to enter the computer rotation.

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

- Digital archiving and file management
- Rapid expansion of web/mobile enabled apps and public demand for access to public data
- Replacement of virtual infrastructure.

101 GENERAL FUND

	2014 Actual	2015 Actual	2016 Budget	2016 Est Act	2017 Proposed	2017 Approved	2017 Adopted
<i>Resources</i>							
ADMIN SERVICES - IT							
411.159 MAP PRODUCTION FEES	5,927	4,955	4,000	1,861	2,000		
411.163 MAP PRODUCTION FEES-SHERMAN COUNTY	408	1,849	1,000	1,949	750		
411.165 RECORDING FEES	47,239	51,143	45,000	52,055	50,000		
411.197 RECORDING FEES - SHERMAN COUNTY	4,403	3,364	3,000	4,001	3,500		
414.304 COMPUTER & DATA SERVICES	-	4,470	5,000	14,400	5,000		
414.312 CITY OF THE DALLES	12,000	12,000	12,000	12,000	12,000		
414.313 N WASCO PUD	6,000	6,000	6,000	6,000	6,000		
414.315 WASCO FIRE & RESCUE	6,000	6,000	6,000	6,000	6,000		
414.346 REMOTE ACCESS SERVICES	8,876	6,100	7,000	8,453	13,000		
421.241 MISC RECEIPTS	-	1,413	15,000	10,000	8,000		
421.245 PAYROLL REIMBURSEMENT	28	-	-	30	-		
Total ADMIN SERVICES - IT	90,881	97,294	104,000	116,749	106,250	-	-
<i>Requirements</i>							
51000 PERSONAL SERVICES							
51270 GIS COORDINATOR	56,253	57,958	59,040	58,924	63,002		
51271 GIS ANALYST	42,036	42,816	45,168	45,158	47,009		
51322 INFORMATION SYSTEMS DIRECTOR	-	61,956	75,769	75,769	81,532		
51323 DATABASE ADMINISTRATOR/PROGRAMMER	-	-	52,512	-	54,665		
51327 INFORMATION SERVICES MGR	59,552	-	-	-	-		
51328 INFORMATION SERVICES TECH	42,036	43,071	46,176	46,178	48,072		
51602 OVERTIME	554	312	600	931	970		
51621 CELL PHONE ALLOWANCE	600	600	600	600	600		
51640 LONGEVITY	1,850	900	-	-	-		
51681 COMP/HOLIDAY BANK CASHOUT	961	941	-	-	-		
51701 FICA	14,438	14,724	20,795	16,188	22,632		
51705 WORKERS' COMPENSATION	390	1,673	2,030	1,188	1,946		
51721 PERS	27,839	27,072	36,073	27,586	37,552		
51729 HEALTH INSURANCE	46,024	45,308	61,095	44,560	65,677		
51730 DENTAL INSURANCE	2,691	2,734	3,385	2,772	3,639		
51732 LONG TERM DISABILITY	960	988	1,319	1,085	1,418		
51733 LIFE INSURANCE	108	108	136	108	140		
Total PERSONAL SERVICES	296,292	301,162	404,698	321,047	428,854	-	-

101 GENERAL FUND	2014	2015	2016	2016	2017	2017	2017
	Actual	Actual	Budget	Est Act	Proposed	Approved	Adopted
52000 MATERIALS & SERVICES							
52111 DUES & SUBSCRIPTIONS	200	650	800	400	600		
52115 LEGAL NOTICES & PUBLISHING	-	-	500	-	-		
52122 TELEPHONE	2,385	2,682	2,500	2,492	2,700		
52380 REFERENCE MATERIALS	-	-	100	-	-		
52401 CONTRACTED SERVICES	34,450	28,278	43,388	29,352	49,338		
52403 CONTR SRVCS - HARDWARE SUPPORT	21,086	20,583	26,500	32,024	26,500		
52501 COMPUTER REPLACEMENTS	54,367	18,473	48,500	61,826	58,600		
52502 NETWORK COMPONENTS	23,171	5,957	11,000	768	11,000		
52503 NETWORK CONNECTIVITY	32,014	34,575	34,080	33,628	31,680		
52504 PC EQUIPMENT/TOOLS	-	115	250	-	250		
52505 PRINTERS	2,974	3,620	3,500	598	1,500		
52506 COMPUTER COMPONENTS	445	10,128	2,250	2,090	1,700		
52510 COMPUTER SOFTWARE	248	2,415	30,500	19,258	29,800		
52512 COMPUTER SOFTWARE - GIS	250	250	575	333	575		
52519 COMPUTER SUPPORT - ESRI	16,184	16,420	17,200	17,200	25,500		
52520 COMPUTER SUPPORT - CMI	2,500	2,500	2,500	3,333	2,500		
52521 COMPUTER SUPPORT - EDEN - FINANCE	18,902	11,572	14,000	14,000	14,000		
52522 COMPUTER SUPPORT - TAX/ASSESSMENT	35,938	39,854	40,000	42,000	45,000		
52523 COMPUTER SUPPORT - KARPEL	-	-	6,600	7,600	7,600		
52524 COMPUTER SUPPORT - AWBREY	7,200	7,200	7,500	7,200	7,500		
52525 COMPUTER SUPPORT - HELION	8,378	8,629	8,750	9,500	9,500		
52526 COMPUTER SOFTWARE - MAINTENANCE	10,199	9,831	11,000	11,000	12,000		
52527 COMPUTER MAINT POOL	6,577	6,265	7,500	1,245	7,500		
52541 ELECTRONIC EQUIP DISPOSAL	49	-	100	-	100		
52601 EQUIPMENT - NON CAPITAL	1,468	318	1,500	1,037	3,500		
52656 GAS & OIL	745	460	750	461	750		
52658 COPIER - LEASE & MAINTENANCE	27,835	27,185	31,560	29,080	32,880		
52701 TRAINING & EDUCATION	1,771	1,130	5,000	1,933	5,000		
52711 MEALS LODGING & REGISTRATION	2,848	2,188	4,250	4,354	5,250		
52731 TRAVEL & MILEAGE	708	760	1,000	583	1,000		
52910 SUPPLIES - OFFICE	216	153	400	1,024	1,400		
52933 SUPPLIES - OFFICE - PLOTTING	162	723	1,000	-	-		
Total MATERIALS & SERVICES	313,270	262,915	365,053	334,320	395,223	-	-
53000 CAPITAL OUTLAY							
53307 EQUIPMENT - COMPUTER	35,996	53,780	53,000	-	-		
Total CAPITAL OUTLAY	35,996	53,780	53,000	-	-	-	-
Total INFORMATION TECHNOLOGY	645,558	617,857	822,751	655,367	824,077	-	-
NET REQUIREMENTS IT	(554,677)	(520,563)	(718,751)	(538,618)	(717,827)	-	-

7

**Administration
General Fund**

101 GENERAL FUND	2014	2015	2016	2016	2017	2017	2017
	Actual	Actual	Budget	Est Act	Proposed	Approved	Adopted
<i>Requirements</i>							
NONDEPARTMENTAL							
55000 TRANSFERS OUT							
55201 TRANSFER TO HEALTH GRANTS FUND	163,041	-	-	-	-		
55203 TRANSFER TO COUNTY FAIR FUND	-	-	29,000	29,000	29,000		
55211 TRANSFER TO MUSEUM FUND	15,000	15,000	17,500	17,500	17,500		
55220 TRANSFER TO 911 COMMUNICATIONS FUND	208,742	216,707	219,238	219,238	261,000		
55322 TRANSFER TO CAP ACQUISITION FUND	620,120	133,000	700,000	700,000	900,000		
55326 TRANSFER TO FACILITIES CAPITAL REPLACEME	700,000	133,000	699,223	699,223	900,000		
55327 TRANSFER TO OPERATING RESERVE	770,000	133,000	600,000	600,000	800,000		
Total TRANSFERS OUT	2,476,903	630,707	2,264,961	2,264,961	2,907,500	-	-
57000 CONTINGENCY							
57101 CONTINGENCY	-	-	468,367	-	500,000		
Total CONTINGENCY	-	-	468,367	-	500,000	-	-
59000 UNAPPROPRIATED							
59101 UNAPPROPRIATED	-	-	3,126,000	-	4,831,001		
Total UNAPPROPRIATED	-	-	3,126,000	-	4,831,001	-	-
Total NON-DEPARTMENTAL EXPENDITURES	2,476,903	630,707	5,859,328	2,264,961	8,238,501	-	-

101 GENERAL FUND	2014 Actual	2015 Actual	2016 Budget	YTD	2016 Est Act	2017 Proposed	2017 Approved	2017 Adopted
Resources								
NON DEPARTMENTAL RESOURCES								
400.101 BEGINNING FUND BALANCE	5,923,225	5,458,945	5,126,000	6,933,413	6,900,000	6,819,000		
410.102 CURRENT TAXES	7,407,141	7,757,923	7,945,287	7,555,939	7,945,287	8,159,810		
410.103 PRIOR YEARS TAXES	351,205	399,967	300,000	396,987	425,000	436,475		
411.155 LANDFILL LICENSE FEE	107,557	108,154	120,000	81,828	98,194	101,000		
411.171 SOLID WASTE HOST FEE	535,078	693,944	450,000	601,677	722,013	740,000		
411.194 FRANCHISE FEES	24,950	27,091	27,000	28,725	34,470	35,500		
412.609 AD VAL (RR CAR) TAX	16,973	16,447	16,500	17,411	20,893	16,500		
412.611 AMUSEMENT TAX	5,827	1,794	2,000	5,138	6,166	2,100		
412.612 ASSESS/TAX FUNDING	215,367	128,844	176,000	197,526	237,031	181,280		
412.616 BLM IN LIEU OF TAX	95,705	81,037	70,000	-	-	70,000		
412.622 CIGARETTE TAX	23,940	22,053	25,000	17,448	23,264	23,500		
412.623 FR CO-OPS IN LIEU OF TAX	107,801	104,206	105,000	87,935	105,000	105,000		
412.646 LIQUOR TAX	124,742	119,397	115,000	98,486	131,314	130,000		
412.659 SCENIC ACT IN LIEU OF TAX	1,720	1,540						
412.667 TIMBER SEVERANCE OFFSET	105	56	100	171	205	100		
413.885 TAYLOR GRAZING FUNDS - #15.227	3,151	3,277	3,200	3,268	3,200	3,200		
417.104 INTEREST EARNED	31,087	29,840	28,000	28,539	34,247	32,000		
417.105 UNSEG TAX INTEREST EARNED	32	110	200	57	68	200		
418.409 BN RR LEASE	1,339	1,335	1,335	1,314	1,335	1,335		
421.241 MISC RECEIPTS	11,533	50,252	-	374	449	-		
421.244 RETURNED CHECK CHARGE	645	650	600	280	336	300		
421.273 COLUMBIA BASIN NURSING HOME PAYMENTS	40,000	40,000	40,000	57,045	57,045	40,000		
421.276 ADMINISTRATIVE SERVICES	81,475	102,015	113,343	73,678	113,343	93,977		
450.203 TRANSFER FROM FAIR FUND	10,000	-						
450.205 TRANSFER FROM LAND CORNER FUND	2,588	2,704	2,500	1,875	2,500	2,500		
450.206 TRANSFER FROM FOREST HEALTH FUND	33,500	18,140	100,000	75,000	100,000	75,000		
450.208 TRANSFER FROM ECONOMIC DEVELOPMENT FUND	256,593	154,464	280,000	210,000	280,000	999,650		
450.209 TRANSFER FROM LAW LIBRARY FUND	8,000	8,000	8,000	6,000	8,000	8,000		
450.210 TRANSFER FROM DISTRICT ATTORNEY FUND	5,000	5,000	5,000	3,750	5,000	1,800		
450.223 TRANSFER FROM PARKS FUND	35,000	-						
450.227 TRANSFER FROM COMMUNITY CORRECTIONS	278,571	444,681	360,128	270,096	360,128	370,932		
450.229 TRANSFER FROM COURT FACILITIES FUND	30,000	-						
450.232 TRANSFER FROM CHILDREN & FAMILY FUND	700	-						
450.326 TRANSFER FROM FACILITIES RESERVE	-	-	25,000	-	25,000	25,000		
Total NON-DEPARTMENTAL RESOURCES	15,770,550	15,781,866	15,445,193	16,753,959	17,639,488	18,474,159	-	-

101 GENERAL FUND

	2014 Actual	2015 Actual	2016 Budget	2016 Est Act	2017 Proposed	2017 Approved	2017 Adopted
Resources							
ADMINISTRATION - PASS-THROUGH GRANTS							
411.148 HHW SURCHARGE	144,604	-					
412.619 CFL ALCOHOL/DRUG	22,681	19,153	25,000	19,236	25,000		
412.645 LINK - ODOT	15,000	15,000	15,000	-	15,000		
412.656 PINE HOLLOW RR GR (O&M)	3,150	-	3,150	-	3,000		
412.663 SPEC TRANSP TAX(COG)	65,800	77,244	65,000	96,000	70,000		
413.927 ODOT-PUBLIC TRANSIT DIV. GRANT - #20.513	78,898	60,527	80,592	67,632	81,000		
419.433 CONTRIBUTION PINE HOLLOW	-	-	3,000	-	-		
Total ADMINISTRATION - PASS-THROUGH GRANTS	330,133	171,924	191,742	182,868	194,000	-	-
Requirements							
52000 MATERIALS & SERVICES							
52201 CENTER FOR LIVING	20,710	21,124	25,000	23,925	25,000		
52208 MCCOG - LINK	93,948	60,527	80,592	56,885	81,092		
52216 COG SPEC TRANSP TAX	65,800	77,244	65,000	65,000	80,000		
52229 NORTH CENTRAL PUBLIC HEALTH DEPARTMENT	40,829		-	-	-		
52371 ODOT GRANT FOR LINK	15,000	15,000	15,000	-	-		
52455 CONTR SRVCS - PINE HOLLOW VAULT TOIL	4,000	750	6,150	-	-		
Total MATERIALS & SERVICES	240,287	174,645	191,742	145,811	186,092	-	-
53000 CAPITAL OUTLAY							
Total CAPITAL OUTLAY	-	-	-	-	-	-	-
Total PASS-THROUGH GRANTS	240,287	174,645	191,742	145,811	186,092	-	-
NET REQUIREMENTS PASS-THROUGH GRANTS	89,846	(2,721)	-	37,058	7,908	-	-

330 CDBG GRANT FUND	2014	2015	2016	2016	2017	2017	2017
	Actual	Actual	Budget	Est Act	Proposed	Approved	Adopted
<i>Resources</i>							
400.330 BEGINNING FUND BALANCE	-	-	-	-	30,000		
417.104 INTEREST EARNED	-	-	-	-	200		
413.931 CDBG GRANT	-	-	2,000,000	30,000	1,970,000		
419.454 CENTER FOR LIVING CONTRIBUTION	-	-	2,038,470	30,000	2,008,470		
490.490 LOAN PROCEEDS	-	-	1,500,000	-	1,500,000		
<i>Total Resources</i>	-	-	5,538,470	60,000	5,508,670	-	-
<i>Requirements</i>							
53000 CAPITAL OUTLAY							
53111 CAPITAL EXPENDITURES	-	-	5,538,470	30,000	5,508,670		
<i>Total Requirements</i>	-	-	5,538,470	30,000	5,508,670	-	-
<i>Ending Fund Balance</i>	-	-	-	30,000	-	-	-

Operating Budget Summary

General Fund (101) Administration (18) NORCOR (5135)

1. Community impacts/main services provided

- Regional Jail for Wasco, Hood River, Sherman & Gilliam Counties
- Maximum Capacity: adult inmates-212 beds, juvenile detention beds-32, juvenile treatment beds-16

2. Fund balance/fiscal health

YEAR	FTE	BUDGET	ACTUAL	DIFFERENCE	Percent +/- BGT
12/13	0	2,212,355	2,208,656	3,699	0%
13/14	0	2,233,384	2,264,379	8,703	0%
14/15	0	2,312,740	N/A		
15/16	0	2,077,658			

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

Due to significant budget restraints NORCOR has readjusted certain positions at the jail. It has been decided to remove the Captains position from the 2016-17 budget and restructure administration by creating an Administrative Lieutenant and an Operations Lieutenant. This is estimated to save approximately \$150,000.00. Also the removal of one Sergeant position as well as not replacing four (4) corrections deputy positions.

Opportunities to Enhance Revenue:

NORCOR is in the process of developing a relationship with the Oregon Department of Corrections (DOC) to house prison inmates at the facility. Preliminary estimates show a possibility of housing up to 50 inmates from the DOC. Additional funding streams are being sought for the housing and treatment of mentally ill persons. It should be noted this project is ongoing and is estimated to have some sort of results towards the end of 2016 or early 2017.

3. Capital Needs:

n/a

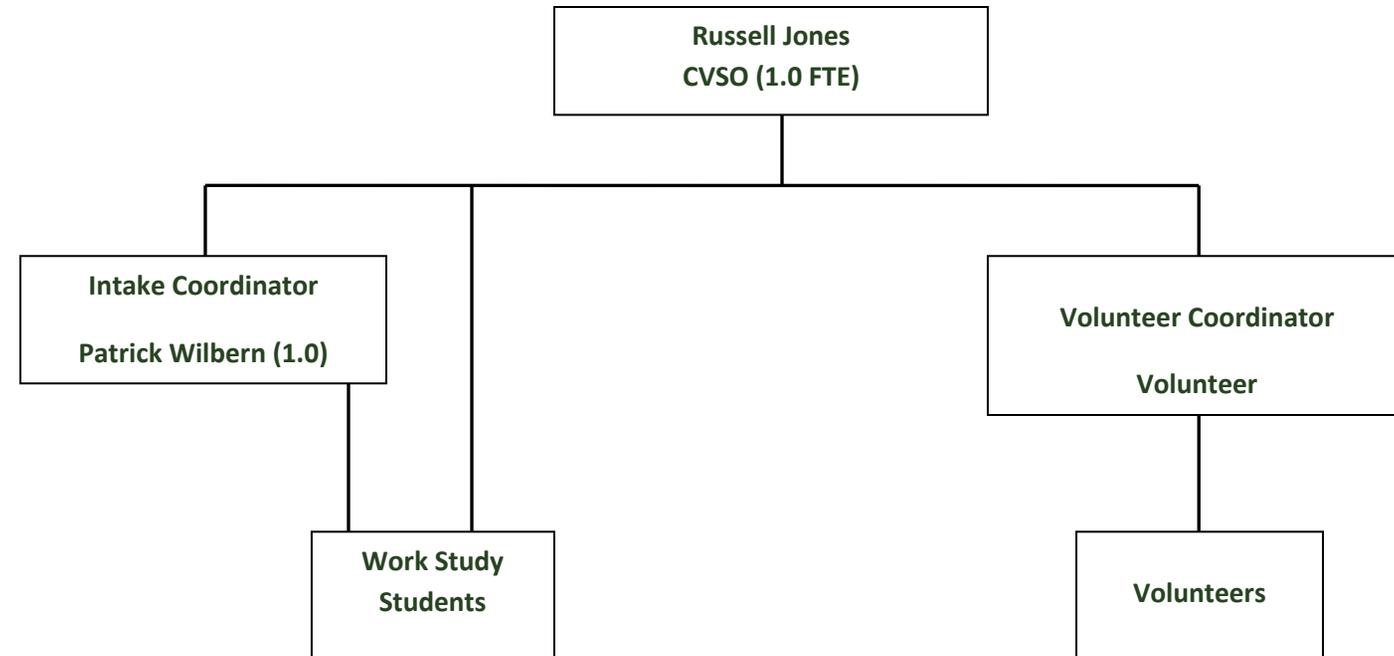
4. Extraordinary issues to deal with in the near future (retirements, laws/mandates, etc)

The current Captain has given notice of her pending departure at the end of 2016; however this person will be moved to the Operations Lieutenants position prior to her departure. The Operations Lieutenant position will need to be filled at/near the end of 2016 and will need to be filled.

101 GENERAL FUND	2014	2015	2016	2016	2017	2017	2017
	Actual	Actual	Budget	Est Act	Proposed	Approved	Adopted
Resources							
ADMINISTRATION - NORCOR							
413.867 BULLETPROOF VEST PARTNERSHIP - #16.607	1,683	-	2,100	-	2,100		
413.874 JAI BLOCK GRANT - #16.523	5,304	1,099					
413.876 JUVENILE CRIME PREV - #16.540	31,410	32,079	24,000	9,575	24,000		
413.883 SCAAP GRANT - #16.606	5,445	-					
Total ADMINISTRATION - NORCOR	43,842	33,178	26,100	9,575	26,100	-	-
Requirements							
52000 MATERIALS & SERVICES							
52129 VESTS	-	-	2,100	-	1,400		
52209 NORCOR - ADULT FACILITY	1,908,165	1,965,647	1,697,762	1,900,480	1,600,000		
52210 NORCOR - JUVENILE DETENTION	298,215	313,493	352,796	394,921	350,000		
52211 MEDICAL CARE - NORCOR	52,553	10,259	25,000	13,094	25,000		
52372 SCAAP GRANT PMT	5,445	-	-	-	-		
Total MATERIALS & SERVICES	2,264,378	2,289,399	2,077,658	2,308,495	1,976,400	-	-
Total NORCOR	2,264,378	2,289,399	2,077,658	2,308,495	1,976,400	-	-
NET REQUIREMENTS NORCOR	(2,220,536)	(2,256,221)	(2,051,558)	(2,298,920)	(1,950,300)	-	-

101 GENERAL FUND	2014	2015	2016	2016	2017	2017	2017
	Actual	Actual	Budget	Est Act	Proposed	Approved	Adopted
<i>Requirements</i>							
5159 SPECIAL PAYMENTS							
52000 MATERIALS & SERVICES							
52106 DUES - ASSOC OREGON COUNTIES	12,805	13,334	13,334	7,602	15,000		
52107 DUES - CHAMBER	775	775	775	322	775		
52108 DUES - EDD & COG	14,243	14,689	14,700	14,749	15,000		
52110 DUES - NACO	504	504	550	550	550		
52201 CENTER FOR LIVING	25,810	26,105	26,105	-	26,200		
52214 SIX RIVERS MEDIATION	5,000	5,000	5,000	5,000	5,000		
52215 WILDLIFE CONTROL	5,000	5,000	5,000	3,264	5,000		
52229 NORTH CENTRAL PUBLIC HEALTH DEPARTMENT	163,473	376,014	314,014	312,438	340,000		
Total MATERIALS & SERVICES	227,609	441,421	379,478	343,925	407,525	-	-
Total SPECIAL PAYMENTS	227,609	441,421	379,478	343,925	407,525	-	-
NET REQUIREMENTS SPECIAL PAYMENTS	(227,609)	(441,421)	(379,478)	(343,925)	(407,525)	-	-
TOTAL RESOURCES - ADMIN SERVICES	530,123	333,046	304,862	239,824	291,220	-	-
TOTAL REQUIREMENTS - ADMIN SERVICES	3,200,946	3,521,246	3,633,215	3,497,087	3,610,318	-	-
TOTAL NET REQUIREMENTS - ADMIN SERVICES	(2,670,823)	(3,188,200)	(3,328,353)	(3,257,263)	(3,319,098)	-	-

Wasco County Veterans Service Office Org Chart



FTE = 2.0

101 GENERAL FUND	2014 Actual	2015 Actual	2016 Budget	2016 Est Act	2017 Proposed	2017 Approved	2017 Adopted
Resources							
ADMINISTRATION - VETERANS							
412.653 ODVA - BASE	10,440	7,830	10,440	9,396	10,440		
412.678 ODVA - SB 5629 (EXPANSION)	25,856	17,807	21,580	27,483	21,580		
412.681 STATE GRANT/REIMBURSEMENT	10,000	-					
414.340 KLUICKITAT COUNTY	6,250	-					
Total ADMINISTRATION - VETERANS	52,546	25,637	32,020	36,879	32,020	-	-
Requirements							
51000 PERSONAL SERVICES							
51022 INTAKE COORDINATOR	4,393	37,931	39,288	36,644	48,543		
51024 OFFICE SPECIALIST II	11,041	-	-	-	-		
51570 VETERANS SERVICE OFFICER	44,210	46,293	46,632	43,184	48,543		
51701 FICA	4,563	6,444	6,573	6,107	7,427		
51705 WORKERS' COMPENSATION	148	198	207	91	215		
51721 PERS	5,845	8,254	7,613	7,025	8,015		
51729 HEALTH INSURANCE	7,322	13,813	14,499	12,400	15,093		
51730 DENTAL INSURANCE	673	1,311	1,392	1,207	1,434		
51732 LONG TERM DISABILITY	212	391	413	358	430		
51733 LIFE INSURANCE	27	50	54	47	50		
Total PERSONAL SERVICES	78,434	114,684	116,671	107,063	129,751		
52000 MATERIALS & SERVICES							
52111 DUES & SUBSCRIPTIONS	1,484	1,197	1,500	-	1,500		
52122 TELEPHONE	716	804	800	570	800		
52126 RENT - VETERANS SERVICES	-	-	1	-	-		
52415 CONTR SRVCS - JANITORIAL	2,853	2,378	2,700	2,839	2,800		
52601 EQUIPMENT - NON CAPITAL	-	-	500	-	500		
52701 TRAINING & EDUCATION	-	-	250	-	250		
52711 MEALS LODGING & REGISTRATION	1,629	1,744	2,800	1,567	2,800		
52731 TRAVEL & MILEAGE	-	5	100	-	100		
52801 BLDG REPAIR & MAINT	-	139	150	643	750		
52870 UTILITIES	3,708	3,678	3,800	3,515	4,000		
52910 SUPPLIES - OFFICE	2,423	2,003	2,000	261	2,000		
Total MATERIALS & SERVICES	12,813	11,948	14,601	9,394	15,500		
Total VETERANS	91,247	126,633	131,272	116,457	145,251		
NET REQUIREMENTS VETERANS	(38,701)	(100,996)	(99,252)	(79,578)	(113,231)	-	-

8

**Museum
Fund**

Wasco County/City of The Dalles Museum Commission

Trish Neal, President Donna Lawrence, Vice-President
Heather Hopkins, Secretary Daliea Thompson, Treasurer
Eric Gleason, Marv Polehn, City of The Dalles Vacancy

**Cal McDermid,
Museum Director**

Volunteers

Museum Commission

DEPARTMENT HEAD

Supervises Volunteers only

NO PERSONNEL MANAGEMENT

FTE = .75

211 MUSEUM

	2014 Actual	2015 Actual	2016 Budget	2016 Est Act	2017 Proposed	2017 Approved	2017 Adopted
Resources							
400.211 BEGINNING FUND BALANCE	201,319	195,135	185,000	202,032	184,000		
417.104 INTEREST EARNED	1,091	917	1,000	971	975		
450.101 TRANSFER FROM GENERAL FUND	15,000	15,000	17,500	17,500	17,500		
411.129 ADMISSIONS	2,381	13,946	14,000	15,009	16,000		
411.136 MERCHANDISE SALES	395	2,730	1,200	1,865	2,500		
411.191 MEMBERSHIPS	170	6,742	6,000	6,675	6,000		
412.676 DALLES CITY-MUSEUMS	13,750	15,000	17,500	17,500	17,500		
412.681 STATE GRANT/REIMBURSEMENT	6,340	-	-	-	35,000		
414.313 N WASCO PUD	-	-	-	9,871	-		
419.436 DONATIONS	23,291	5,529	23,664	6,423	7,000		
419.436 MARTIN DONATIONS	-	3,000	6,000	-	-		
421.241 MISCELLANEOUS	103	-	-	-	10,000		
Total Resources	263,840	257,999	271,864	277,846	296,475	-	-
Requirements							
51571 MUSEUM STAFF	30,541	28,984	30,720	24,689	31,980		
51574 PART TIME - GROUNDS	4,846	4,038	4,000	-	-		
51602 OVERTIME	209	555	500	436	500		
51701 FICA	2,731	2,569	3,040	1,923	2,485		
51703 UNEMPLOYMENT INSURANCE	-	38	-	1,837	-		
51705 WORKERS' COMPENSATION	314	260	-	136	800		
51721 PERS	-	-	1,800	853	1,874		
51729 HEALTH INSURANCE	-	-	15,379	6,293	6,289		
51730 DENTAL INSURANCE	-	-	693	616	601		
51732 LONG TERM DISABILITY	-	-	107	60	111		
51733 LIFE INSURANCE	-	-	28	19	29		
Total PERSONAL SERVICES	38,641	36,444	56,267	36,862	44,669	-	-

211 MUSEUM

	2014 Actual	2015 Actual	2016 Budget	2016 Est Act	2017 Proposed	2017 Approved	2017 Adopted
52000 MATERIALS & SERVICES							
52101 ADVERTISING & PROMOTIONS	504	1,578	1,000	2,577	3,500		
52111 DUES & SUBSCRIPTIONS	-	-	-	-	1,000		
52116 POSTAGE	74	168	200	591	600		
52122 TELEPHONE	1,228	1,354	1,300	1,130	1,500		
52141 SPECIAL EVENTS	653	1,251	800	1,073	1,500		
52333 MUSEUM EXPENSES	-	-	-	-	5,000		
52401 CONTRACTED SERVICES	12,685	1,151	14,946	13,550	22,500		
52651 EQUIPMENT - REPAIR & MAINTENANCE	1,024	453	500	-	-		
52658 COPIER - LEASE & MAINTENANCE	978	378	700	554	800		
52701 TRAINING & EDUCATION	-	-	-	-	1,000		
52801 BLDG REPAIR & MAINT	689	421	1,200	692	2,000		
52808 RENTALS	244	-	200	-	500		
52861 MAINTENANCE - GROUNDS	1,680	1,299	1,200	7,057	7,500		
52870 UTILITIES	6,778	6,931	8,800	11,601	11,700		
52942 SUPPLIES - MERCHANDISE	70	-	-	126	-		
52952 SUPPLIES - MUSEUM	2,153	3,503	2,700	6,556	3,000		
52971 BOOKS	1,304	1,036	400	962	600		
Total MATERIALS & SERVICES	30,064	19,523	33,946	46,469	62,700	-	-
53000 CAPITAL OUTLAY							
Total CAPITAL OUTLAY	-	-	-	-	54,000		
Total MUSEUM OPERATING EXPENDITURES	68,705	55,967	90,213	83,331	161,369	-	-
5212 MARTIN DONATION							
52366 DONATION EXPENSES	-	-	5,000	-			
53521 WAGON BUILDING	-	-	138,780	-	113,780		
53523 SURGEONS' QUARTERS HVAC	-	-	9,871	10,876			
Total MARTIN DONATION	-	-	153,651	10,876	113,780	-	-
57000 CONTINGENCY							
57211 CONTINGENCY	-	-	8,000	-	10,000		
Total CONTINGENCY	-	-	8,000	-	10,000	-	-
59000 RESERVE FOR FUTURE EXPENDITURE							
59202 RESERVE FOR FUTURE EXPENDITURE	-	-	20,000	-	11,326		
Total RESERVE FOR FUTURE EXPENDITURE	-	-	20,000	-	11,326	-	-
Total Requirements	68,705	55,967	271,864	94,207	296,475	-	-
Ending Fund Balance	195,135	202,032	-	183,639	-	-	-

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**Fair & Park
Fund**

203 COUNTY FAIR FUND

	2014 Actual	2015 Actual	2016 Budget	2016 Est Act	2017 Proposed	2017 Approved	2017 Adopted
Resources							
400.203 BEGINNING FUND BALANCE	117,486	104,904	102,500	125,213	109,291		
417.104 INTEREST EARNED	607	508	500	410	470		
450.101 TRANSFER FROM GENERAL FUND	-	-	29,000	29,000	29,000		
411.129 ADMISSIONS	19,486	23,827	20,000	25,443	21,000		
411.131 FAIR-CAMPING FEES	23,109	22,445	20,000	16,047	17,000		
411.132 FAIR REVENUE	46,862	23,177	30,000	27,665	28,200		
411.133 FAIR-COMMERCIAL BOOTHS	5,165	15,508	15,000	-	5,000		
411.137 FAIR-STALL RENTALS	250	-	-	1,080	1,112		
411.144 GROUNDS-SHOWERS	-	5,427	-	354	368		
412.647 LOTTERY DISTRIBUTION	50,964	50,964	51,000	53,667	54,000		
419.436 DONATIONS	950	13,404	7,550	9,567	10,900		
419.437 DONATIONS-FAIR FRIENDS	-	-	-	1,000	-		
419.440 COMMUNITY/PARTNER GRANT	-	5,000	-	-	-		
419.451 QUEEN'S FUND	3,190	2,458	2,000	2,471	2,500		
421.259 FAIR-MISC	77	808	-	-	-		
Grand Total	268,146	268,430	277,550	291,917	278,841	-	-
Requirements							
51573 GROUNDS MANAGER	13,472	13,561	29,938	13,831	31,165		
51640 LONGEVITY	360	270	-	-	-		
51701 FICA	888	890	892	893	2,384		
51705 WORKERS' COMPENSATION	415	394	428	226	446		
51721 PERS	1,748	1,748	2,196	2,217	2,286		
51729 HEALTH INSURANCE	6,992	6,883	6,920	6,757	7,301		
51730 DENTAL INSURANCE	404	410	418	416	435		
51732 LONG TERM DISABILITY	65	65	66	66	69		
51733 LIFE INSURANCE	16	16	16	16	17		
Total PERSONAL SERVICES	24,360	24,237	40,874	24,422	44,103	-	-

203 COUNTY FAIR FUND

	2014 Actual	2015 Actual	2016 Budget	2016 Est Act	2017 Proposed	2017 Approved	2017 Adopted
52000 MATERIALS & SERVICES							
52101 ADVERTISING & PROMOTIONS	9,812	6,807	10,000	6,905	10,000		
52111 DUES & SUBSCRIPTIONS	707	923	900	1,877	2,100		
52114 INSURANCE & BONDS - FAIR	145	145	29,160	28,543	30,000		
52122 TELEPHONE	1,082	1,105	1,000	1,850	2,100		
52135 QUEEN SCHOLARSHIPS	-	-	500	500	500		
52147 QUEEN'S FUND	5,501	1,854	2,500	1,503	2,500		
52316 GROUNDS	4,969	3,842	8,000	563	8,000		
52386 FAIR	63,940	69,949	70,000	70,000	72,000		
52401 CONTRACTED SERVICES	-	225	-	2,805	-		
52601 EQUIPMENT - NON CAPITAL	2,361	1,160	7,000	7,806	10,500		
52651 EQUIPMENT - REPAIR & MAINTENANCE	2,741	1,161	3,000	1,421	3,000		
52656 GAS & OIL	708	768	-	653	850		
52711 MEALS LODGING & REGISTRATION	2,034	2,363	2,500	4,843	4,500		
52731 TRAVEL & MILEAGE	5,740	2,115	2,000	1,260	2,000		
52801 BLDG REPAIR & MAINT	9,667	7,119	8,000	4,513	8,000		
52870 UTILITIES	11,725	15,870	14,000	17,685	20,000		
52909 SUPPLIES	250	3,574	3,000	3,059	3,500		
Total MATERIALS & SERVICES	121,382	118,980	161,560	155,786	179,550	-	-
53000 CAPITAL OUTLAY							
Total CAPITAL OUTLAY	-	-	-	-	-	-	-
55000 TRANSFERS OUT							
Total TRANSFERS OUT	17,500	-	-	-	-	-	-
57000 CONTINGENCY							
57203 CONTINGENCY	-	-	17,000	-	25,000		
Total CONTINGENCY	-	-	17,000	-	25,000	-	-
59000 UNAPPROPRIATED							
59203 UNAPPROPRIATED	-	-	58,116	-	30,188		
Total UNAPPROPRIATED	-	-	58,116	-	30,188	-	-
Total Requirements	163,242	143,217	277,550	180,208	278,841	-	-
Ending Fund Balance	104,904	125,213	-	111,709	-	-	-

223 PARKS FUND

	2014 Actual	2015 Actual	2016 Budget	2016 Est Act	2017 Proposed	2017 Approved	2017 Adopted
Resources							
400.223 BEGINNING FUND BALANCE	41,957	57,769	67,900	123,409	135,600		
417.104 INTEREST EARNED	294	356	400	688	575		
450.203 TRANSFER FROM FAIR FUND	7,500	-	-	-	-		
411.141 GROUNDS-CAMPING FEES	33,098	41,598	28,000	21,706	25,000		
411.144 GROUNDS-SHOWERS	3,235	6,550	3,000	1,876	2,000		
412.658 STATE RV ALLOCATION	48,054	55,012	48,000	47,515	42,785		
412.681 STATE GRANT/REIMBURSEMENT	19,728	-	-	-	-		
421.241 MISC RECEIPTS	207	-	-	-	-		
Total Resources	154,073	161,285	147,300	195,194	205,960	-	-

Requirements**51000 PERSONAL SERVICES**

51573 HUNT PARK MANAGER (5MO)	8,981	9,041	25,326	9,221	26,364		
51640 LONGEVITY	240	180	-	-	-		
51701 FICA	592	594	595	595	2,017		
51705 WORKERS' COMPENSATION	276	262	350	150	364		
51721 PERS	1,166	1,166	1,464	1,477	2,281		
51729 HEALTH INSURANCE	4,661	4,588	4,713	4,504	4,972		
51730 DENTAL INSURANCE	269	273	279	277	287		
51732 LONG TERM DISABILITY	43	43	44	44	46		
51733 LIFE INSURANCE	11	11	11	11	12		
Total PERSONAL SERVICES	16,239	16,158	32,782	16,279	36,343	-	-

223 PARKS FUND

	2014 Actual	2015 Actual	2016 Budget	2016 Est Act	2017 Proposed	2017 Approved	2017 Adopted
52000 MATERIALS & SERVICES							
52122 TELEPHONE	1,273	1,024	700	619	570		
52316 GROUNDS	5,215	372	5,000	68	5,000		
52401 CONTRACTED SERVICES	200	225	8,500	8,566	8,500		
52456 CONTRACTED SRVCS - PINE HOLLOW PARK M.	-	-	-	3,600	4,000		
52601 EQUIPMENT - NON CAPITAL	11	9	6,000	86	6,000		
52651 EQUIPMENT - REPAIR & MAINTENANCE	2,928	259	2,500	227	2,500		
52656 GAS & OIL	1,347	188	-	653	850		
52731 TRAVEL & MILEAGE	-	825	1,000	-	1,000		
52801 BLDG REPAIR & MAINT	10,422	1,057	5,000	480	5,000		
52870 UTILITIES	17,198	15,586	19,000	9,901	10,500		
52909 SUPPLIES	6,471	2,173	5,000	457	5,000		
Total MATERIALS & SERVICES	45,065	21,718	52,700	24,657	48,920	-	-
53000 CAPITAL OUTLAY							
Total CAPITAL OUTLAY	-	-	-	-	-		
55000 TRANSFERS OUT							
55101 TRANSFER TO GENERAL FUND	35,000	-	-	-	-		
Total TRANSFERS OUT	35,000	-	-	-	-	-	-
57000 CONTINGENCY							
57202 CONTINGENCY	-	-	1,800	-	10,000	-	-
Total CONTINGENCY	-	-	1,800	-	10,000	-	-
59000 RESERVE FOR FUTURE EXPENDITURE							
59202 RESERVE FOR FUTURE EXPENDITURE	-	-	60,018	-	110,697	-	-
Total RESERVE FOR FUTURE EXPENDITURE	-	-	60,018	-	110,697	-	-
Total Requirements	96,304	37,876	147,300	40,936	205,960	-	-
Ending Fund Balance	57,769	123,409	-	154,258	-	-	-

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Administration

All Other

Funds

204 COUNTY SCHOOL FUND	2014 Actual	2015 Actual	2016 Budget	2016 Est Act	2017 Proposed	2017 Approved	2017 Adopted
<i>Resources</i>							
400.204 BEGINNING FUND BALANCE	144	25,142	85,500	62,167	-		
412.609 AD VAL RR CAR TAX	8,890	9,554	9,600	9,813	9,800		
412.634 ELECTRIC CO-OP TAX	53,819	52,025	54,000	87,935	75,000		
413.868 FEDERAL FOREST RECEIPTS - #10.665	223,588	230,457	225,000	203,624	205,000		
413.905 FLOOD CONTROL LEASES - #12.112	174	-	190	-	-		
417.104 INTEREST EARNED	382	414	400	660	200		
<i>Total Resources</i>	286,997	317,592	374,690	364,200	290,000	-	-
<i>Requirements</i>							
52000 MATERIALS & SERVICES							
52203 DISTRIBUTE TO SCHOOLS	261,855	255,425	374,690	363,526	290,000		
<i>Total Requirements</i>	261,855	255,425	374,690	363,526	290,000	-	-
<i>Ending Fund Balance</i>	25,142	62,167	-	674	-	-	-

206 FOREST HEALTH PROGRAM FUND	2014 Actual	2015 Actual	2016 Budget	2016 Est Act	2017 Proposed	2017 Approved	2017 Adopted
<i>Resources</i>							
400.206 BEGINNING FUND BALANCE	173,306	193,346	175,000	176,079	76,839		
417.104 INTEREST EARNED	931	873	1,000	761	380		
413.866 FEDERAL TITLE III INCOME - #10.665	52,609	-	55,000	-	-		
<i>Total Resources</i>	226,846	194,219	231,000	176,840	77,219	-	-
<i>Requirements</i>							
52401 CONTRACTED SERVICES	-	-	50,000	-	2,219		
52601 EQUIPMENT - NON CAPITAL	-	-	50,000	-	-		
52652 EQUIPMENT - REPAIR & MAINT	-	-	31,000	-	-		
55101 TRANSFER TO GENERAL FUND	33,500	18,140	100,000	100,000	75,000		
57206 CONTINGENCY	-	-	-	-	-	-	-
<i>Total Requirements</i>	33,500	18,140	231,000	100,000	77,219	-	-
<i>Ending Fund Balance</i>	193,346	176,079	-	76,840	-	-	-

208 SPECIAL ECON DEV PAYMENTS FUND	2014 Actual	2015 Actual	2016 Budget	2016 Est Act	2017 Proposed	2017 Approved	2017 Adopted
Resources							
400.208 BEGINNING FUND BALANCE	23,692	513,532	5,693	96,804	888,800		
417.104 INTEREST EARNED	2,209	1,618	-	636	2,000		
412.672 VIDEO POKER-ECONOMIC DEV	203,850	170,175	190,000	190,000	190,000		
419.441 DESIGN LLC TAX ABATEMENT	1,450,000	250,000	250,000	1,700,000	1,050,000		
Total Resources	1,679,751	935,325	445,693	1,987,440	2,130,800	-	-
Requirements							
55000 TRANSFERS OUT							
55101 TRANSFER TO GENERAL FUND	185,000	80,681	190,000	190,000	190,000		
Total ECONOMIC DEVELOPMENT	185,000	80,681	190,000	190,000	190,000	-	-
5208 DESIGN LLC							
52000 MATERIALS & SERVICES							
52223 CGCC EDUCATION PROGRAMS	75,000	75,000	-	-	-		
52225 CITY OF THE DALLES	244,691	87,500	125,000	725,000	405,000		
52XXX SCHOOL DISTRICT	-	-	-	-	240,000		
52348 SPECIAL PROJECTS	135,000	521,557	40,693	33,329	486,150		
Total MATERIALS & SERVICES	454,691	684,057	165,693	758,329	1,131,150	-	-
55000 TRANSFERS OUT							
55101 TRANSFER TO GENERAL FUND	71,593	73,783	90,000	90,000	809,650		
55417 TRANSFER TO CRATES POINT D/S FUND	454,935	-	-	-	-	-	-
Total TRANSFERS OUT	526,528	73,783	90,000	90,000	809,650	-	-
Total DESIGN LLC	981,219	757,840	255,693	848,329	1,940,800	-	-
Total Requirements	1,166,219	838,521	445,693	1,038,329	2,130,800	-	-
Ending Fund Balance	513,532	96,804	-	949,110	-	-	-

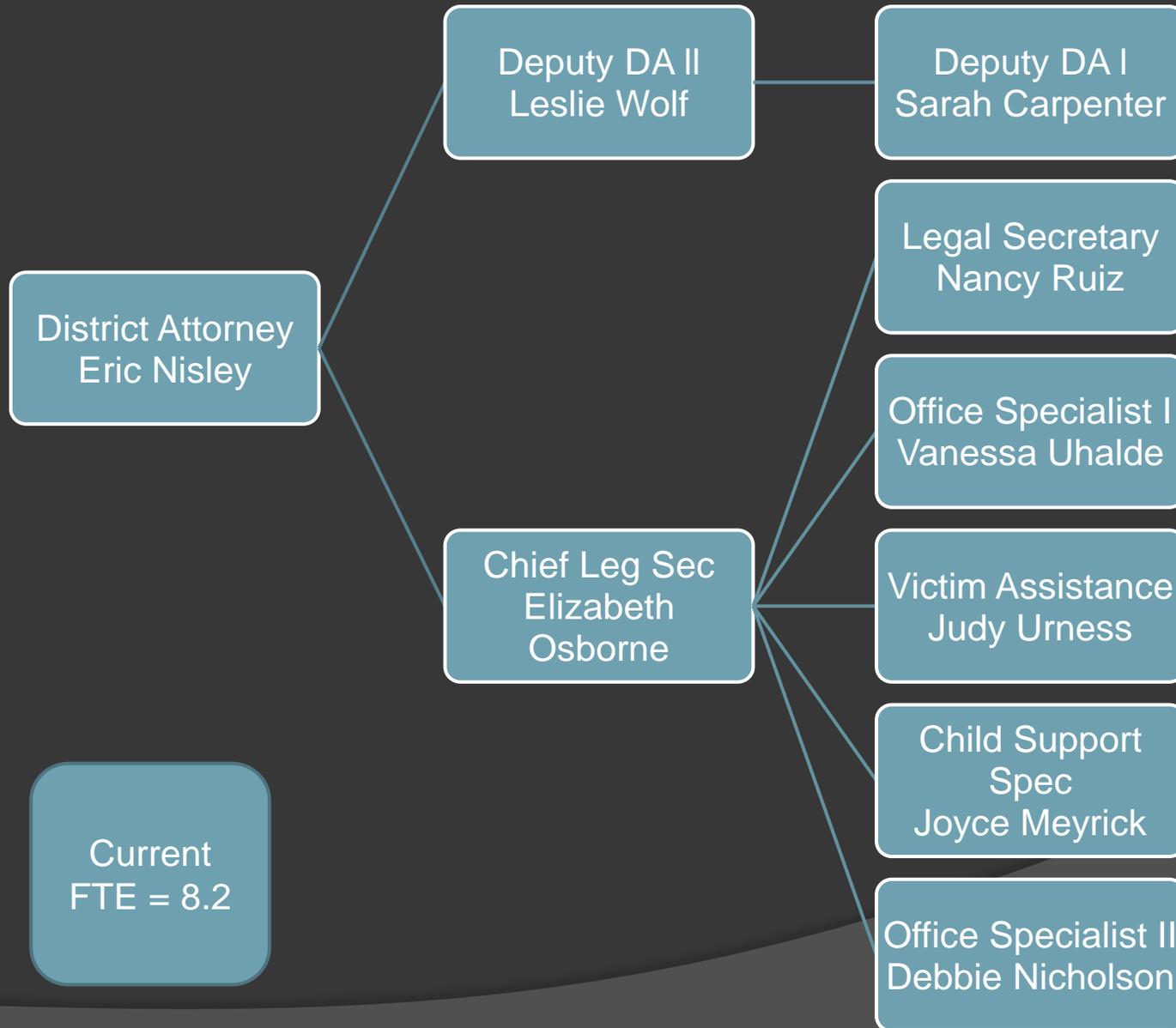
229 COURT FACILITIES FUND	2014	2015	2016	2016	2017	2017	2017
	Actual	Actual	Budget	Est Act	Proposed	Approved	Adopted
Resources							
400.233 BEGINNING FUND BALANCE	51,622	53,623	53,000	61,910	87,252		
417.104 INTEREST EARNED	280	296	250	350	355		
416.375 COURT SECURITY FINES - OR JUDICIAL	27,009	27,009	27,000	25,030	25,000		
416.375 COURT SECURITY FINES-CITY THE DALLES	4,799	6,661	3,500	4,350	3,500		
Total Resources	83,710	87,589	83,750	91,640	116,107	-	-
Requirements							
52401 CONTRACTED SERVICES	87	10,679	18,000	-	18,000	-	-
52601 EQUIPMENT - NON CAPITAL	-	15,000	18,000	-	18,000	-	-
Total MATERIALS & SERVICES	87	25,679	36,000	-	36,000	-	-
55000 TRANSFERS OUT							
55101 TRANSFER TO GENERAL FUND	30,000	-	-	-	-	-	-
Total TRANSFERS OUT	30,000	-	-	-	-	-	-
Total Contingency	-	-	47,750	-	80,107	-	-
Total Requirements	30,087	25,679	83,750	-	116,107	-	-
Ending Fund Balance	53,623	61,910	-	91,640	-	-	-

233 KRAMER FIELD FUND	2014	2015	2016	2016	2017	2017	2017
	Actual	Actual	Budget	Est Act	Proposed	Approved	Adopted
<i>Resources</i>							
400.233 BEGINNING FUND BALANCE	32,496	32,671	32,800	32,822	32,980		
417.104 INTEREST EARNED	175	151	150	89	165		
<i>Total Resources</i>	32,671	32,822	32,950	32,911	33,145	-	-
<i>Requirements</i>							
52401 CONTRACTED SERVICES	-	-	32,950	-	33,145	-	-
<i>Total Requirements</i>	-	-	32,950	-	33,145	-	-
<i>Ending Fund Balance</i>	32,671	32,822	-	32,911	-	-	-

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**District
Attorney**

District Attorney



Operating Budget Summary

General Fund (101) District Attorney (19) District Attorney (5133)

1. Community impacts/main services provided

Prosecute all crimes in Wasco County. Approximately 1,100 filings per year which includes criminal cases, probation violations, dependency cases, and other miscellaneous matters.
Represent the State of Oregon and Wasco County in Juvenile Dependency matters and delinquency cases.
Establish, modify, and enforce child support obligations.
Assist State Police, Wasco County Sheriff, City of The Dalles Police, Inter-tribe, and Federal Law Enforcement Offices with investigation of crimes in Wasco County.
Provide assistance to the public regarding their child support cases.

2. Fund balance/fiscal health

YEAR	FTE	BUDGET	ACTUAL	DIFFERENCE	Percent +/- BGT
12/13	7.2	494,482	487,236	7,246	1%
13/14	7.2	513,295	489,134	24,161	5%
14/15	7.4	525,139	N/A		
15/16	7.4	528,782			

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

The Office of the District Attorney seeks to keep staffing at its current level. We added staff supplemented current staff using grant funds (non-general fund revenue). If the grants are not renewed, the added position will be eliminated absent alternative funding

3. Opportunities to Enhance Revenue n/a

4. Capital Needs

We would like to install a secure entrance to the office. Other than this request, nearly all the projects we are implementing are either wholly or partly grant funded. This includes computer hardware and software that will continue to improve the function and use of our digital database system.

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

The City of The Dalles may consider eliminating its City Court criminal prosecution department. This would require a significant increase in budgetary requirement to hire staff to handle an additional 400 Misdemeanor crimes each year.

Manufacture of Cannabinoid Extracts will present new and significant issues in the form of explosions and harm to children and others due to the manufacturing process used. Additionally, impact of marijuana on impaired drivers is becoming more common and is requiring additional resources to prosecute in the form of expert witnesses and staff time.

Medical Examiner costs increased with our last "near volunteer" ME leaving the area. Oregon law requires the Public Health officer to engage in these duties if no one else is available. Dr. McDonnell is doing quite well in the job and has cleared out some older cases without ME reports. I am hoping the costs will go down in the next fiscal year from the current actual numbers.

101 GENERAL FUND

	2014 Actual	2015 Actual	2016 Budget	2016 Est Act	2017 Proposed	2017 Approved	2017 Adopted
Resources							
DISTRICT ATTORNEY							
412.102 VICTIM'S/WITNESS ASSISTANCE PROGRAM	24,557	24,557	24,557	24,557	24,557		
412.617 CAMI GRANT-WASCO	44,892	46,660	47,000	47,000	50,000		
412.621 CHILD SUPPORT ENFORCEMENT	2,354	8,521	6,000	9,787	6,000		
412.640 DOJ - DEPENDENCY	9,583	3,529	-	3,459	-		
413.892 VOCA BASIC - #16.575	24,769	25,227	24,769	38,916	24,769		
413.908 FEDERAL TITLE IV INCOME - #93.658	-	2,507					
413.916 CHILD SUPPORT ENFORCEMENT #93.563	67,491	63,070	49,000	48,727	49,000		
413.921 CHLD SUPP ENF - INCENTIVE #93.563	4,597	-					
421.241 MISC RECEIPTS	520	275	-	217			
421.242 PHOTO/DIGITAL COPY FEES	13,325	23,646	12,000	20,089	20,000		
Total DISTRICT ATTORNEY	192,088	197,992	163,326	192,753	174,326	-	-
Requirements							
51000 PERSONAL SERVICES							
51451 DEPUTY DA I	58,833	59,793	59,400	61,725	64,256		
51452 CHIEF LEGAL SECRETARY	41,903	42,881	43,328	42,881	45,104		
51453 CHILD SUPPORT SPECIALIST	35,634	37,206	39,288	38,762	40,351		
51454 LEGAL SECRETARY	27,262	34,521	36,387	36,387	38,155		
51455 OFFICE SPECIALIST II	19,450	19,940	21,024	22,169	23,078		
51456 VICTIM ASSISTANCE	29,331	29,889	31,440	36,799	39,312		
51457 OFFICE SPECIALIST I	25,664	26,319	30,280	29,345	31,528		
51458 DEPUTY DA II	65,592	72,743	72,744	72,743	75,725		
51459 DEPENDENCY CASES	5,881	-	-	-	-		
51459 VICTIM ADVOCATE GRANT POSITION	-	-	-	2,688	2,798		
51602 OVERTIME	1,921	-	-	-	-		
51640 LONGEVITY	2,065	730	-	-	-		
51680 VACATION CASH OUT	-	178	-	-	-		
51681 COMP/HOLIDAY BANK CASHOUT	-	1,450	-	-	-		
51701 FICA	23,049	23,738	24,204	24,922	27,563		
51705 WORKERS' COMPENSATION	436	652	715	457	778		
51721 PERS	43,588	40,829	41,030	42,472	44,213		
51729 HEALTH INSURANCE	66,944	68,199	74,560	72,921	78,390		
51730 DENTAL INSURANCE	5,381	5,298	5,569	5,545	5,087		
51732 LONG TERM DISABILITY	1,461	1,524	1,497	1,634	1,701		
51733 LIFE INSURANCE	216	209	216	216	225		
Total PERSONAL SERVICES	454,610	466,099	481,682	491,665	518,265	-	-

101 GENERAL FUND	2014 Actual	2015 Actual	2016 Budget	2016 Est Act	2017 Proposed	2017 Approved	2017 Adopted
52000 MATERIALS & SERVICES							
52111 DUES & SUBSCRIPTIONS	5,464	5,344	5,500	8,741	6,500		
52122 TELEPHONE	903	855	1,600	894	1,600		
52302 DA LAW LIBRARY	3,106	3,257	3,500	3,607	3,500		
52303 DA WITNESS FEES	-	-	300	-	300		
52331 MEDICAL CARE/ASSESSMENT	-	1,500	2,200	33	2,200		
52332 MEDICAL EXAMINER	3,825	8,582	9,000	23,724	18,000		
52347 SPECIAL INVESTIGATIONS	6,797	4,584	8,000	2,658	8,000		
52349 ELECTRONIC DISCOVERY FEE	-	432	1,000	2,252	2,500		
52604 EQUIPMENT - OFFICE	486	1,914	500	1,257	500		
52651 EQUIPMENT - REPAIR & MAINTENANCE	175	-	500	34	500		
52703 TRAINING & EDUCATION - CAMI	4,339	4,632	5,000	5,289	5,000		
52711 MEALS LODGING & REGISTRATION	3,787	5,292	4,000	2,844	4,000		
52731 TRAVEL & MILEAGE	890	1,966	1,500	1,226	1,500		
52910 SUPPLIES - OFFICE	4,750	4,649	5,000	2,902	4,000		
52912 SUPPLIES - CAMI	-	964	500	-	500		
Total MATERIALS & SERVICES	34,523	43,971	48,100	55,463	58,600	-	-
Total DISTRICT ATTORNEY	489,133	510,070	529,782	547,128	576,865	-	-
NET REQUIREMENTS DISTRICT ATTORNEY	(297,045)	(312,078)	(366,456)	(354,375)	(402,539)	-	-

209 LAW LIBRARY	2014	2015	2016	2016	2017	2017	2017
	Actual	Actual	Budget	Est Act	Proposed	Approved	Adopted
Resources							
400.209 BEGINNING FUND BALANCE	122,452	123,874	126,000	125,428	132,585		
417.104 INTEREST EARNED	670	578	600	681	700		
411.157 LIBRARY FEES	22,250	22,026	20,000	25,531	25,000		
Total Resources	145,372	146,478	146,600	151,640	158,285	-	-
Requirements							
52601 EQUIPMENT - NON CAPITAL	1,139	-	10,000	-	10,000		
52971 BOOKS	12,359	13,050	30,000	12,504	30,000		
55101 TRANSFER TO GENERAL FUND	8,000	8,000	8,000	8,000	8,000		
57210 CONTINGENCY	-	-	98,600	-	110,285	-	-
Total Requirements	21,498	21,050	146,600	20,504	158,285	-	-
Ending Fund Balance	123,874	125,428	-	131,136	-	-	-

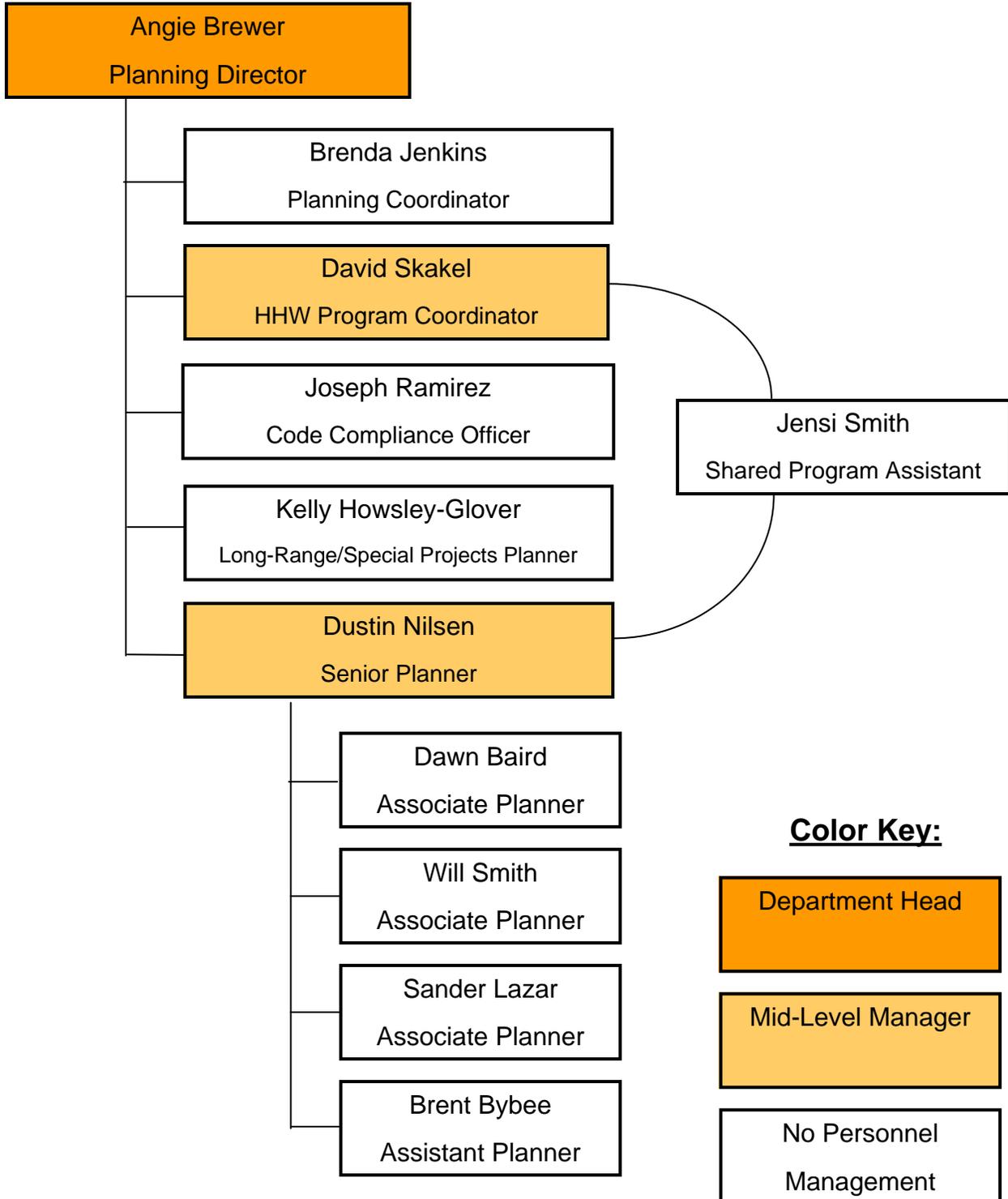
210 DISTRICT ATTORNEY	2014	2015	2016	2016	2017	2017	2017
	Actual	Actual	Budget	Est Act	Proposed	Approved	Adopted
Resources							
400.210 BEGINNING FUND BALANCE	44,350	37,493	27,600	29,347	18,735		
417.104 INTEREST EARNED	226	162	150	135	100		
419.431 VICTIM DONATION	2,147	2,058	1,500	1,745	1,500		
419.432 DRUG COURT DONATION	2,568	2,618	-	1,034	1,000		
Total Resources	49,291	42,331	29,250	32,261	21,335	-	-
Requirements							
52353 DRUG TESTING	1,427	2,838	3,000	1,810	2,965		
52356 VICTIM DONATION EXPENDITURE	1,841	3,140	14,000	2,535	12,500		
52370 MISC EXPENDITURES	-	206	-	-			
52390 TREATMENT	1,800	1,800	2,000	1,620	1,000		
52391 INCENTIVES	705	-	2,000	498	1,700		
52711 MEALS LODGING & REGISTRATI	791	-	1,000	108	900		
52731 TRAVEL & MILEAGE	234	-	500	49	460		
55101 TRANSFER TO GENERAL FUND	5,000	5,000	5,000	5,000	1,800		
57210 CONTINGENCY	-	-	1,750	-	10	-	-
Total Requirements	11,798	12,984	29,250	11,620	21,335	-	-
Ending Fund Balance	37,493	29,347	-	20,641	-	-	-

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Planning

Planning Department Organizational Chart FY 16-17

Total of 11 FTE



Operating Budget Summary (FY 16/17)

General Fund (101) Planning (21) Planning & Development (5124)

1. Community Impacts / Main Services Provided:

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

2. Fund Balance/Fiscal Health

YEAR	FTE	BUDGET	ACTUAL	DIFFERENCE	Percent +/- BGT
12/13	6	521,116	444,274	76,842	17%
13/14	6	484,649	455,310	29,341	6%
14/15	6	485,620	396,303	89,316.44	18%
15/16*	9.4	680,247	448,999	231,248	34%
16/17**	9.4	759,017			

*Actual from of 3/31/2016 Expenditures Report = 387,218; Finance estimates a final actual of 448,999. There were several position vacancies throughout the year. In total, the department has 11FTE; 1.6 FTE are allocated to the Household Hazardous Waste Budget and 9.4 FTE are allocated to the Planning budget. Staffing levels in Planning increased from 5 FTE to 6 when the Senior Planner vacancy was filled in September; and from 6 FTE to 9.4 between November and February based on the previous budget approval for long-standing vacancies and one new shared position.

** FY 16/17 is shown as a proposed budget; increase explained below.

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

Personnel Services → No changes to number of FTE. The Requesting maintenance of current staff levels to continue progress on permit timelines, long range projects to update plans and modernize rules, and special projects to improve customer experience and simplify the procedural process. The increase shown above is a result of the salary market survey results, regular step increase projections and changes in benefits programs.

Materials & Services Costs → Increase proposed. Materials and Services budget is largely depended on the types of applications received by staff, the administrative process required by each application or special project, and the number of staff available for professional development and training. The FY 12-13 Materials and Services actuals were \$46,426; FY 13-14 actuals were \$34,878. The budget for FY 14-15 was \$40,123, however with a low level of staffing, actuals were only \$29,433. FY 15-16 budget was \$42,669 and current Q3 actuals are more closely aligned with projections at \$33,923 (as of 3/31/2016). With vacant positions filled and several long range planning projects moving forward, the budget is proposed to increase to \$48,026 (increase of \$5,357). This includes an increase in legal notices and postage for changes made to plans and ordinances; printing of new ordinances; increase to the refunds budget (ensuring we can refund withdrawn applications); increase in the compliance abatement budget to provide additional tools to cleanup nuisance cases that threaten public safety; some materials and services for the HHW program (e.g. telephone and photocopier services); slight increase in existing IGA with the City of The Dalles to implement their ordinance in the UGB; decrease in contracted services (assuming we continue to utilize County Counsel as needed); maintenance of certification dues, training and education for staff; and other existing contracts.

3. Planning Department Opportunities to Enhance Revenue

- Change Fee Schedule and Associated Development Fees – Fees for development review and other administrative functions could be reevaluated. (Fees were recently increased in 2014).
- Code Compliance – There are opportunities to more consistently apply the code compliance \$500 violation fee as part of development review applications; could pursue cases without complaints.
- Energy Project Reimbursement (EFSC) – There may be opportunities in FY 16/17 to get reimbursed from the DOE for time spent on review of proposed energy projects.
- IGA with City of The Dalles - Wasco County pays the City of The Dalles to administer land use in the Urban Growth Area (UGA). For FY 16/17 this will be \$11,584.54 (an increase of \$392.04) which has gradually increased over time based on a formula in the agreed upon Intergovernmental Agreement. The IGA could be amended to revisit those fees.
- Grant Opportunities – staff is searching for grants to fund long range projects and other special projects to improve services.

4. Planning Department Capital Needs

In light of the planning department's strategic plan and goal to be a high functioning and responsive entity, the following are improvements needs to be aware of:

- 1) Additional Licenses for Adobe Acrobat Professional (so we can save paper and time by editing electronically) and Adobe Creative Suite (for improved outreach and messaging) (IS budget)
- 2) Assessment of Public Works building for service improvement features (this project is pending)

5. Extraordinary Issues/Opportunities in 2016/17

- Steady and significant increase in customer volume (continues to increase with economic recovery)
- Planning for the retirement of two key staff (2 and 4 years) → development of training manuals
- Training needs for staff to ensure consistent information and reduce liability risk
- Improvements needed in proactive communication, outreach and education
- Long-range planning projects (comprehensive plan and two code updates (format, then substantive)
- Unfunded State mandates (e.g. marijuana legislation and ongoing complications)
- Appeals to Land Use Board of Appeals (LUBA)
- Influx of complicated development reviews (e.g., goal exception requests).
- Federal Emergency Management Agency & Endangered Species Act
- National Scenic Area Mandates/Gorge Commission (e.g. cumulative effects requirements 2016)
- National Scenic Area urban area boundary coordination (in progress)
- Board directed special projects (e.g., OMG regulations)
- AOC Planning Directors involvement (committed to roles of Vice President 2016/President 2017)
- Facilities improvements to improve customer experience (TBD)

101 GENERAL FUND

	2014 Actual	2015 Actual	2016 Budget	2016 Est Act	2017 Proposed	2017 Approved	2017 Adopted
Resources							
PLANNING							
411.154 LAND USE PERMITS	83,125	107,074	95,000	81,428	95,000		
411.165 RECORDING FEES	3,487	4,455	4,000	6,637	4,000		
411.198 CODE COMPLIANCE	9,100	92	50	-	50		
412.681 STATE GRANT/REIMBURSEMENT	-	-	-	-	2,000		
413.851 NATL SCENIC AREA GRANT - #10.670	-	45,000	45,000	54,000	45,000		
414.359 PROJECT SERVICES	-	-	50	-	50		
421.241 MISC RECEIPTS	100	55	50	-	50		
421.242 PHOTO/DIGITAL COPY FEES	28	34	-	55	-		
Total PLANNING	95,840	156,710	144,150	142,120	146,150	-	-
Requirements							
51000 PERSONAL SERVICES							
51550 PLANNING DIR	73,476	51,184	71,661	66,366	74,602		
51551 ASSOC PLANNERS	91,300	99,477	179,144	110,262	209,415		
51552 PLANNING COORDINATOR	41,858	42,607	42,600	39,746	44,347		
51553 PLANNING ASSISTANT	-	-	53,782	7,815	56,564		
51554 SENIOR PLANNER	53,430	40,673	58,104	44,236	68,224		
51555 CODE ENFORCEMENT OFFICER	36,184	34,829	41,994	41,427	47,493		
51602 OVERTIME	962	779	-	2,852	-		
51621 CELL PHONE ALLOWANCE	600	250	600	-	-		
51640 LONGEVITY	1,950	1,075	-	-	-		
51680 VACATION CASH OUT	-	4	-	2,214	-		
51701 FICA	22,074	20,204	30,063	23,802	38,299		
51705 WORKERS' COMPENSATION	3,405	3,497	5,465	2,773	7,007		
51721 PERS	39,038	28,722	48,229	28,693	52,337		
51729 HEALTH INSURANCE	50,817	38,898	97,762	31,894	105,094		
51730 DENTAL INSURANCE	3,811	3,359	6,254	3,103	5,378		
51732 LONG TERM DISABILITY	1,374	1,179	1,675	1,189	1,996		
51733 LIFE INSURANCE	153	133	245	124	235		
Total PERSONAL SERVICES	420,431	366,870	637,578	406,495	710,991	-	-

101 GENERAL FUND	2014	2015	2016	2016	2017	2017	2017
	Actual	Actual	Budget	Est Act	Proposed	Approved	Adopted
52000 MATERIALS & SERVICES							
52105 COPYING & PRINTING	-	1,210	1,000	451	3,170		
52111 DUES & SUBSCRIPTIONS	607	1,599	2,246	1,516	3,256		
52115 LEGAL NOTICES & PUBLISHING	724	1,269	2,000	1,953	2,850		
52116 POSTAGE	-	143	500	311	2,000		
52122 TELEPHONE	594	509	450	502	1,800		
52339 RECORDING FEES	-	-	500	3,037	500		
52340 REFUNDS	250	1,930	1,000	9,984	2,500		
52387 CODE ENFORCEMENT PROJECTS & LIENS	31	-	750	-	1,000		
52401 CONTRACTED SERVICES	8,690	665	3,500	-	1,800		
52411 CONTR SRVCS - CITY UGB	10,487	10,403	10,403	16,705	11,585		
52656 GAS & OIL	2,627	1,360	3,500	1,610	3,500		
52657 VEHICLE - REPAIR & MAINTENANCE	1,665	775	2,750	174	2,750		
52701 TRAINING & EDUCATION	798	2,045	2,500	60	3,145		
52711 MEALS LODGING & REGISTRATION	2,543	3,648	5,000	2,170	1,600		
52731 TRAVEL & MILEAGE	-	268	50	-	50		
52910 SUPPLIES - OFFICE	5,330	3,466	6,520	4,031	6,520		
52911 SUPPLIES - PRINTED	532	143	-	-	-		
Total MATERIALS & SERVICES	34,877	29,433	42,669	42,504	48,026	-	-
Total PLANNING	455,308	396,304	680,247	448,999	759,017	-	-
NET REQUIREMENTS PLANNING	(359,468)	(239,594)	(536,097)	(306,879)	(612,867)	-	-

Operating Budget Summary (FY 16/17)

Household Hazardous Waste Fund (207) Public Health (23) Household Hazardous Waste (7207)

1. Community Impacts / Main Services Provided:

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

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

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

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

2. Fund Balance/Fiscal Health

The program is funded by a dedicated surcharge to tax payers. The budget numbers below do not reflect a budget request but rather a total budget of available funds (including carryover from the previous year).

YEAR	FTE	BUDGET	ACTUAL (used)	DIFFERENCE	Percent +/- BGT
15/16	1	542,663	442,700	<i>(projected actual)</i>	
16/17	1.6*	583,064			

**Program also receives some assistance from planning staff including the Director, Planning Coordinator, and Code Compliance Officer.*

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

Anticipated Revenue → Increase of \$14,600. Staff projects an increase in funds from the HHW surcharge (\$20,000); decrease in equipment sold (-\$5,000) and decrease in postage reimbursement (-\$400) for a projected net increase of \$14,600.

Personnel Services → No changes to number of FTE. Requesting maintenance of current staff levels to continue progress on rebuilding the program (catching up from previously low levels of staffing). Decrease proposed in the amount of Code Compliance Officer assistance needed (from \$1,470 to \$1,000)

Materials & Services Costs → Increase proposed (from \$201,129 to \$251,829) Increases include expanded memberships and tools to further the goals of the program, increased postage and mailings to meet new state requirements, increases in general grants and mini grants, increase in contracted services, and a rare year of two annual conferences falling in the same fiscal year.

3. Opportunities to Enhance Revenue

- This program is funded by a dedicated surcharge.

4. Capital Needs

- Will likely need to address the South County recycling needs that resulted from the closure of Mel's Sanitation in 2015.

5. Extraordinary Issues/Opportunities in 2016/17

- Purchase or development of phone application to help customers identifying local recycling options
- City of Hood River may pursue curbside organics – which could decrease revenue.
- Metro may require manufacturers to be responsible for the full life the product – 2017 legislative session

207 HOUSEHOLD HAZARDOUS WASTE FUND	2014	2015	2016	2016	2017	2017	2017
	Actual	Actual	Budget	Est Act	Proposed	Approved	Adopted
52000 MATERIALS & SERVICES							
52101 ADVERTISING & PROMOTIONS	2,292	-	25,000	18,928	25,000		
52103 AGENCY LICENSES/ASSESS/PERMITS	1,149	-	1,500	1,237	4,000		
52113 INSURANCE & BONDS	-	-	-	283	-		
52116 POSTAGE	-	-	7,500	11,549	9,000		
52122 TELEPHONE	-	-	400	-	-		
52148 GENERAL GRANTS	-	-	-	-	25,000		
52149 MINI GRANTS	-	-	10,000	5,797	15,000		
52229 NORTH CENTRAL PUBLIC HEALTH DEPT	182,610	159,407					
52327 LAND LEASE	4,594	-	10,000	8,290	10,000		
52398 ADMINISTRATIVE COST	506	-	13,029	13,029	13,029		
52401 CONTRACTED SERVICES	27,460	-	106,800	101,286	130,000		
52604 EQUIPMENT - OFFICE	-	-	1,200	-	1,200		
52656 GAS & OIL	215	-	1,000	104	600		
52657 VEHICLE - REPAIR & MAINTENANCE	44	-	500	75	500		
52658 COPIER - LEASE & MAINTENANCE	330	-	700	-	-		
52711 MEALS LODGING & REGISTRATION	168	-	4,000	2,228	6,000		
52731 TRAVEL & MILEAGE	57	-	500	51	500		
52801 BLDG REPAIR & MAINT	2,500	-	6,000	3,333	6,000		
52910 SUPPLIES - OFFICE	45	-	1,000	1,179	1,000		
52919 SUPPLIES - EQUIPMENT	-	-	7,000	128	-		
52929 SUPPLIES - MEDICAL	-	-	2,000	1,342	2,000		
52936 SUPPLIES - PROGRAM/ED	799	-	3,000	1,987	3,000		
Total MATERIALS & SERVICES	222,769	159,407	201,129	170,826	251,829	-	-
53000 CAPITAL OUTLAY							
53201 VEHICLES			28,093	-	28,093		
Total CAPITAL OUTLAY	-	-	28,093	-	28,093	-	-
57000 CONTINGENCY							
57207 CONTINGENCY			75,000	-	75,000		
Total CONTINGENCY	-	-	75,000	-	75,000	-	-
59000 RESERVED FOR FUTURE EXPENDITURE							
59207 RESERVED FOR FUTURE EXPENDITURE			125,000	-	110,558		
Total RESERVED FOR FUTURE EXPENDITURE	-	-	125,000	-	110,558	-	-
Total Requirements	271,977	159,407	542,663	255,747	583,064	-	-
Ending Fund Balance	-	145,909	-	186,953	-	-	-

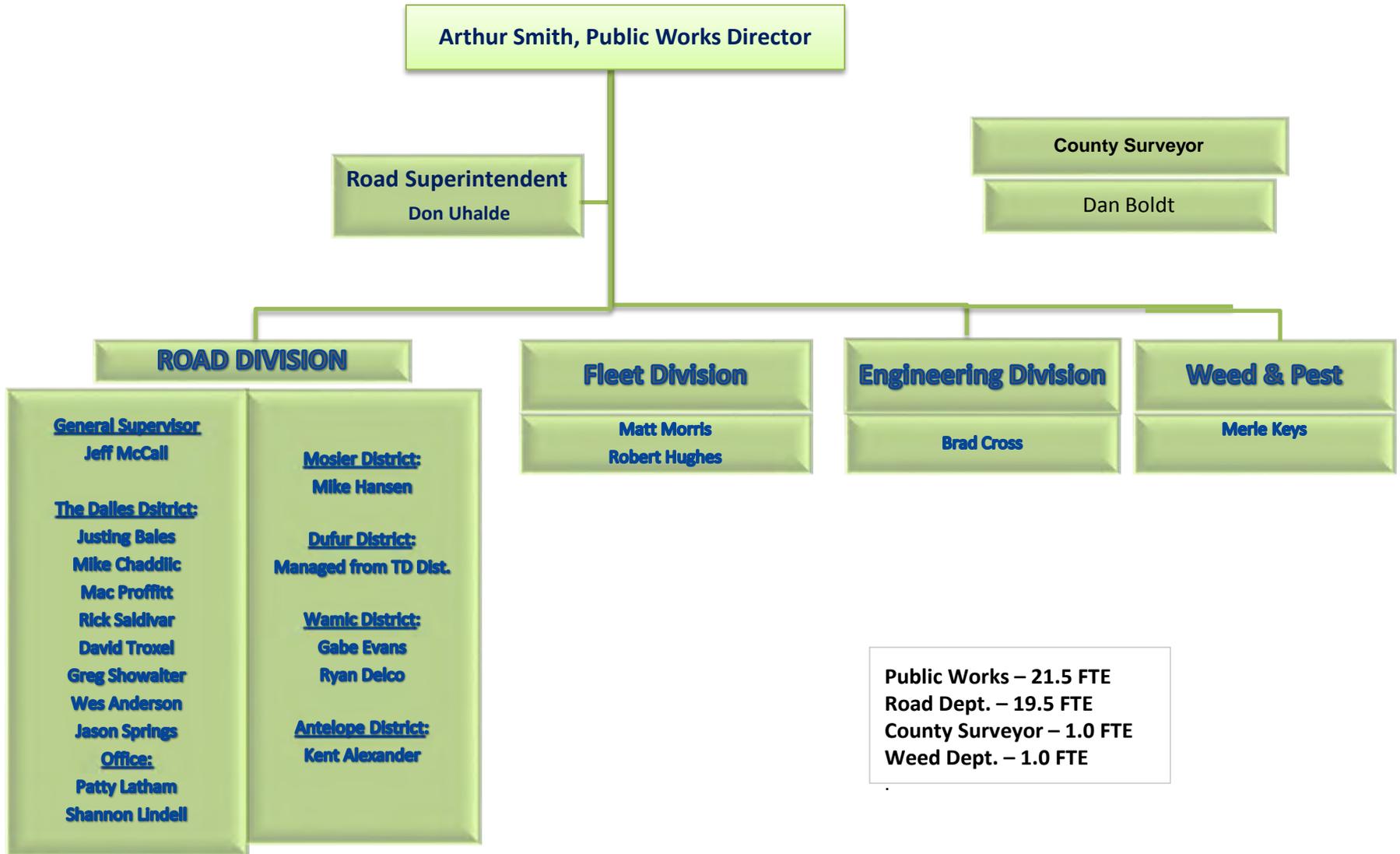
207 HOUSEHOLD HAZARDOUS WASTE FUND

	2014	2015	2016	2016	2017	2017	2017
	Actual	Actual	Budget	Est Act	Proposed	Approved	Adopted
Resources							
400.207 BEGINNING FUND BALANCE	118,956	-	226,013	145,909	251,814		
417.104 INTEREST EARNED	412	151	450	902	450		
411.148 HHW SURCHARGE	148,159	304,965	295,000	288,951	315,000		
414.323 SHERMAN COUNTY	3,600	-	7,200	-	7,200		
420.453 EQUIPMENT SOLD	850	200	7,000	2,600	2,000		
421.241 MISC RECEIPTS		-	-	343	-		
421.246 POSTAGE REIMBURSEMENT		-	7,000	3,995	6,600		
Grand Total	271,977	305,316	542,663	442,700	583,064	-	-
Requirements							
51176 BUSINESS MANAGER	2,069	-	-	-	-		
51177 CLINCIAL PROGRAM SECRETARY	2,796	-	-	-	-		
51189 SOLID WASTE COORDINATOR	22,985	-	47,950	46,960	48,885		
51195 SUPERVISING EH SPECIALIST	5,892	-	-	-	-		
51201 SOLID WASTE SPECIALIST	-	-	20,800	9,814	21,653		
51550 PLANNING DIR	-	-	8,900	-	8,900		
51555 CODE ENFORCEMENT OFFICER	-	-	1,470	-	1,000		
51621 CELL PHONE ALLOWANCE	45	-	120	600	600		
51640 LONGEVITY	205	-	-	-	-		
51681 COMP/HOLIDAY BANK CASHOUT	240	-	-	-	-		
51701 FICA	2,406	-	6,053	3,735	6,235		
51705 WORKERS' COMPENSATION	498	-	1,190	730	780		
51721 PERS	3,579	-	7,125	5,083	8,298		
51729 HEALTH INSURANCE	7,942	-	17,732	16,891	19,062		
51730 DENTAL INSURANCE	400	-	1,469	817	1,513		
51732 LONG TERM DISABILITY	133	-	592	259	616		
51733 LIFE INSURANCE	18	-	40	32	42		
Total PERSONAL SERVICES	49,208	-	113,441	84,921	117,584	-	-

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Public Works

Wasco County Public Works



101 GENERAL FUND	2014 Actual	2015 Actual	2016 Budget	2016 Est Act	2017 Proposed	2017 Approved	2017 Adopted
Resources							
PUBLIC WORKS - SURVEYOR							
411.175 SURVEY FILING FEES	3,900	2,100	4,000	3,420	3,000		
411.176 SURVEYOR PLAT CHECK	4,775	6,000	7,000	9,360	11,000		
421.241 MISC RECEIPTS	25	-	100	-	100		
421.242 PHOTO/DIGITAL COPY FEES	-	-	100	-	100		
Total PUBLIC WORKS - SURVEYOR	8,700	8,100	11,200	12,780	14,200	-	-
Requirements							
51000 PERSONAL SERVICES							
51251 SURVEYOR	33,199	41,715	37,644	35,110	39,493		
51621 CELL PHONE ALLOWANCE	270	333	300	280	300		
51640 LONGEVITY	675	-	-	-	-		
51701 FICA	2,343	2,945	2,692	2,497	3,021		
51705 WORKERS' COMPENSATION	227	275	269	109	267		
51721 PERS	4,316	5,315	6,022	5,693	6,267		
51729 HEALTH INSURANCE	7,060	7,238	5,767	5,411	6,854		
51730 DENTAL INSURANCE	303	379	348	302	318		
51732 LONG TERM DISABILITY	159	200	181	157	166		
51733 LIFE INSURANCE	12	15	14	12	13		
Total PERSONAL SERVICES	48,564	58,414	53,237	49,569	56,699	-	-
52000 MATERIALS & SERVICES							
52111 DUES & SUBSCRIPTIONS	290	803	600	507	600		
52122 TELEPHONE	927	844	1,000	779	900		
52401 CONTRACTED SERVICES	-	1,461	3,200	-	3,000		
52510 COMPUTER SOFTWARE	-	-	100	-	-		
52603 EQUIPMENT - FIELD	929	716	650	-	500		
52604 EQUIPMENT - OFFICE	430	217	500	-	300		
52651 EQUIPMENT - REPAIR & MAINTENANCE	131	-	500	70	500		
52656 GAS & OIL	326	202	300	364	300		
52701 TRAINING & EDUCATION	-	-	300	-	300		
52711 MEALS LODGING & REGISTRATION	175	226	500	254	500		
52731 TRAVEL & MILEAGE	57	-	100	-	100		
52910 SUPPLIES - OFFICE	621	306	500	14	500		
52921 SUPPLIES - FIELD	1,265	378	1,000	-	1,000		
Total MATERIALS & SERVICES	5,151	5,153	9,250	1,988	8,500		
Total SURVEYOR	53,715	63,567	62,487	51,557	65,199		
NET REQUIREMENTS SURVEYOR	(45,015)	(55,467)	(51,287)	(38,777)	(50,999)	-	-

205 LAND CORNER PRESERVATION FUND

	2014 Actual	2015 Actual	2016 Budget	2016 Est Act	2017 Proposed	2017 Approved	2017 Adopted
Resources							
400.205 BEGINNING FUND BALANCE	152,811	127,001	99,900	106,497	68,941		
417.104 INTEREST EARNED	773	551	700	469	470		
411.177 SURVEYOR FEES	26,520	28,712	27,000	30,625	32,000		
421.268 MISC REIMBURSEMENT	-	-	-	-	-		
Total Resources	180,104	156,264	127,600	137,591	101,411	-	-
Requirements							
51251 SURVEYOR	33,199	33,560	37,644	37,638	39,181		
51621 CELL PHONE ALLOWANCE	270	268	300	300	300		
51640 LONGEVITY	675	-	-	-	-		
51701 FICA	2,344	2,366	2,691	2,672	3,020		
51705 WORKERS' COMPENSATION	227	218	269	170	173		
51721 PERS	4,316	4,276	6,022	6,082	6,335		
51729 HEALTH INSURANCE	7,061	5,898	5,766	6,593	6,492		
51730 DENTAL INSURANCE	303	304	348	346	346		
51732 LONG TERM DISABILITY	159	161	181	180	178		
51733 LIFE INSURANCE	12	12	13	13	14		
Total PERSONAL SERVICES	48,566	47,063	53,234	53,994	56,039	-	-
52000 MATERIALS & SERVICES							
52401 CONTRACTED SERVICES	1,950	-	3,000	1,260	3,000		
Total MATERIALS & SERVICES	1,950	-	3,000	1,260	3,000	-	-
53306 EQUIPMENT - ENGINEERING	-	-	8,000	7,400	8,000		
Total CAPITAL OUTLAY	-	-	8,000	7,400	8,000	-	-
55101 TRANSFER OUT TO THE GENERAL FUND	2,587	2,704	2,500	2,500	2,500		
Total TRANSFERS OUT	2,587	2,704	2,500	2,500	2,500	-	-
Total CONTINGENCY	-	-	8,800	-	10,000	-	-
Total RESERVE FOR FUTURE EXPENDITURES	-	-	60,066	-	21,872	-	-
Total Requirements	53,103	49,767	135,600	65,154	101,411	-	-
Ending Fund Balance	127,001	106,497	(8,000)	72,437	-	-	-

Operating Budget Summary

General Fund (101) Public Works (22) Watermaster (5123)

1. Community impacts/main services provided

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

2. Fund balance/fiscal health

YEAR	FTE	BUDGET	ACTUAL	DIFFERENCE	Percent +/- BGT
13/14	0.00	3,730	3,424	306	8%
14/15	0.00	3,730	3,290	440	12%
15/16	0.00	3,730	N/A		
16/17	0.00	2,415			

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

Opportunities to Enhance Revenue: None

Capital Needs: None

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

101 GENERAL FUND	2014 Actual	2015 Actual	2016 Budget	2016 Est Act	2017 Proposed	2017 Approved	2017 Adopted
<i>Resources</i>							
PUBLIC WORKS - WATERMASTER							
414.339 HOOD RIVER COUNTY - WATERMASTER	1,915	1,865	1,865	1,865	1,865		
Total PUBLIC WORKS - WATERMASTER	1,915	1,865	1,865	1,865	1,865	-	-
<i>Requirements</i>							
52000 MATERIALS & SERVICES							
52119 RENT	3,180	2,915	3,180	3,164	1,865		
52122 TELEPHONE	105	141	150	159	150		
52910 SUPPLIES - OFFICE	138	234	400	-	400		
Total WATERMASTER	3,424	3,290	3,730	3,324	2,415	-	-
NET REQUIREMENTS WATERMASTER	(1,509)	(1,425)	(1,865)	(1,459)	(550)	-	-

Operating Budget Summary

Public Works Fund (202) Public Works (22) Public Works (5281)

1. Community impacts/main services provided.

- Provide maintenance and safety improvements for 700 miles of county roads, 125 bridges, hundreds of culverts, and many other road features other such as ditches, guardrails, signs and traffic paint.
- Manage and preserve the county road system in compliance with ORS 386.
- Provide 24 hour snow and emergency response.

2. Fund balance/fiscal health

YEAR	FTE	BUDGET	ACTUAL	DIFFERENCE	Percent +/- BGT
13/14	21.60	2,877,724	2,689,621	188,103	7%
14/15	21.50	3,366,432	2,977,128	445,810	15%
15/16	19.50	2,922,535	N/A		
16/17	22.50	3,607,339			

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

- a. 2014/15 – Received an unexpected SRS payment of \$691,371.
- b. 2015/16 – Received a last SRS payment of \$610,873.
- c. 2016/17 - In place of SRS funding, we anticipate a timber receipt payment of approximately \$100,000.

3. Opportunities to Enhance Revenue

- a. Continue to contract with other government agencies to perform road work and provide engineering / surveying services.
- b. Continue to seek out and apply for grant funding opportunities.

- c. Continue to work with state-wide committees and other groups to promote the implementation of a new road funding package in 2017.

4. Capital Needs

- a. Capital equipment is needed and is being requested for this fiscal year.
- b. FLAP project – Tygh Valley / Wamic safety improvements is scheduled for construction sometime in this fiscal year. Matching funds up to \$30,000 is expected.

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

- a. To continue to maintain the county system with depleting road funding. Very hopeful that some kind of road funding legislation will be approved sometime during the 2017 legislative session.
- b. The department has approximately eight (8) employees that are eligible to retire over the next two years. Strong need for developing and implementing a succession plan.

202 PUBLIC WORKS FUND

	2014 Actual	2015 Actual	2016 Budget	2016 Est Act	2017 Proposed	2017 Approved	2017 Adopted
Resources							
400.202 BEGINNING FUND BALANCE	4,175,324	4,534,741	3,903,666	4,709,902	5,254,000		
415.356 RENT-E 2ND ST	3,180	2,915	3,180	3,180	3,180		
417.104 INTEREST EARNED	21,966	20,513	18,000	22,761	23,500		
417.106 LID INTEREST	300	-	100	100	100		
411.185 PERMITS & FEES	1,000	2,000	11,500	-	10,000		
412.620 STATE PERMITS	12,984	-	-				
412.648 MOTOR VEHICLE FUNDS	1,749,019	1,791,214	1,830,000	1,845,488	2,101,200		
412.665 STP FUND EXCHANGE	271,093	246,705	241,455	241,455	240,000		
412.681 STATE GRANT/REIMBURSEMENT	5,792	-	-	4,458	30,000		
413.865 FEDERAL FOREST RECEIPTS - #10.665	670,764	691,371	520,207	610,873	100,000		
413.878 MINERAL LEASES - #15.214	672	338	100	-	100		
413.905 FLOOD CONTROL LEASES - #12.112	174	374	100	-	100		
414.321 PETROLEUM PRODUCTS SOLD	189,577	140,832	165,000	123,687	165,000		
414.342 CONT WORK-OTHER GOVT	63,970	44,024	25,000	45,666	25,000		
414.358 PETROLEUM PRODUCTS - 21 CENTS	9,835	4,686	6,000	19,978	6,000		
420.453 EQUIPMENT SOLD	48,150	36,661	15,000	6,500	10,000		
421.241 MISC RECEIPTS	562	14,224	-	9,809	500		
421.245 PAYROLL REIMBURSEMENT	-	-	-	10	-		
421.256 MISC SUPPLIES AND EQUIP SOLD	-	4,500	500	-	500		
421.265 DAMAGE PAYMENTS	-	200	-	566	-		
Total Resources	7,224,362	7,535,298	6,739,808	7,644,433	7,969,180	-	-

Requirements

51249 ROADMASTER	73,476	54,524	71,136	71,145	74,662		
51251 SURVEYOR	7,378	-	-	-	-		
51254 ROAD SUPERINTENDENT	65,977	67,381	67,392	68,179	70,974		
51255 GENERAL SUPERVISOR	59,941	61,725	61,728	62,619	66,272		
51256 SHOP SUPERVISOR	54,336	51,037	49,448	49,341	53,476		
51258 ROAD MAINT SUPERVISOR	197,431	198,922	243,744	245,364	250,370		
51259 SIGN SPECIALIST	41,319	14,037	-	-	-		
51261 OFFICE MANAGER	45,526	46,570	46,560	46,570	48,479		
51262 ROAD SURVEYOR	65,977	78,281	66,909	66,689	72,427		
51263 ROAD SPECIALIST	218,848	175,711	172,728	174,197	183,606		
51264 ROAD TECH II	63,725	97,614	102,741	82,833	107,703		
51265 MECHANICS	43,263	38,256	42,448	42,508	45,867		
51266 PROJECT MANAGER	59,941	47,395	-	-	-		
51267 SECRETARY II	17,050	17,981	19,104	18,983	19,887		
51XXX ROAD LABORERS	-	-	-	-	93,035		
51269 SEASONAL/TEMPORARY	4,250	-	-	-	30,000		

202 PUBLIC WORKS FUND

	2014 Actual	2015 Actual	2016 Budget	2016 Est Act	2017 Proposed	2017 Approved	2017 Adopted
51602 OVERTIME	21,194	6,591	30,000	11,053	30,000		
51621 CELL PHONE ALLOWANCE	760	1,025	600	1,800	1,800		
51640 LONGEVITY	19,113	7,125	-	-	-		
51680 VACATION CASH OUT	10,934	13,607	-	-	-		
51681 COMP/HOLIDAY BANK CASHOUT	148	-	-	-	-		
51701 FICA	77,973	72,015	71,890	69,817	87,727		
51703 UNEMPLOYMENT INSURANCE	-	12,096	-	-	-		
51705 WORKERS' COMPENSATION	55,881	42,548	45,697	31,734	38,617		
51721 PERS	160,365	128,664	128,795	125,291	138,476		
51729 HEALTH INSURANCE	203,481	184,396	175,436	157,131	189,316		
51730 DENTAL INSURANCE	14,137	13,768	13,226	12,622	16,720		
51732 LONG TERM DISABILITY	4,646	4,282	4,440	4,086	4,896		
51733 LIFE INSURANCE	448	555	513	466	629		
Total PERSONAL SERVICES	1,587,518	1,436,106	1,414,535	1,342,428	1,624,939	-	-
52000 MATERIALS & SERVICES							
52111 DUES & SUBSCRIPTIONS	910	1,210	2,500	1,827	2,500		
52113 INSURANCE & BONDS	39,648	47,603	48,500	47,900	54,000		
52115 LEGAL NOTICES & PUBLISHING	-	226	400	-	500		
52116 POSTAGE	251	191	400	275	500		
52122 TELEPHONE	8,188	9,443	8,000	8,224	9,000		
52142 PETROLEUM PRODUCTS - 16 CENTS	3,788	3,765	6,000	2,946	6,000		
52350 TAXES/PERMITS/ASSESSMENTS	2,449	2,352	2,400	2,740	2,900		
52363 TESTING & CERTIFICATIONS	1,232	1,485	2,000	2,000	2,500		
52373 MATCHED PROJECTS	24,194	-	1,000	-	-		
52426 CONTR SRVCS - WORK	9,950	131,609	45,000	45,000	175,000		
52605 EQUIPMENT - OFFICE/ENG/RADIO	8,393	9,813	8,500	1,811	13,500		
52631 SAFETY EQUIPMENT & SUPPLIES	7,447	6,585	8,500	11,557	10,000		
52651 EQUIPMENT - REPAIR & MAINTENANCE	146,862	156,910	150,000	168,648	175,000		
52701 TRAINING & EDUCATION	880	1,041	2,800	392	3,000		
52711 MEALS LODGING & REGISTRATION	3,082	4,192	5,000	5,355	5,000		
52731 TRAVEL & MILEAGE	16	-	-	-	-		
52834 BLDG REPAIR & MAINT - PUBLIC WORKS	2,782	1,793	4,000	205	5,000		
52835 SHOP & YARD - MAINT & REPAIR	3,584	687	5,500	2,361	5,000		
52877 UTILITIES - PW & POP	35,823	31,843	30,000	33,149	35,000		
52878 UTILITIES - RENTALS	18,160	18,108	17,500	16,439	18,000		
52909 SUPPLIES	28,850	29,295	40,000	10,264	50,000		
52948 SUPPLIES - SIGNS	12,231	4,664	10,000	10,224	10,000		
52949 SUPPLIES - HOT MIX	38,563	32,779	80,000	80,000	75,000		
52950 SUPPLIES - PAINT & BEADS	65,447	69,203	50,000	35,722	75,000		
52972 CHEMICALS & MATERIALS	39,983	39,978	50,000	65,597	50,000		
52973 PETROLEUM PRODUCTS	347,985	254,633	335,000	335,000	270,000		

202 PUBLIC WORKS FUND

	2014 Actual	2015 Actual	2016 Budget	2016 Est Act	2017 Proposed	2017 Approved	2017 Adopted
52974 EMULSIFIED ASPHALT	251,405	229,140	145,000	145,000	250,000		
Total MATERIALS & SERVICES	1,102,103	1,088,548	1,058,000	1,032,636	1,302,400	-	-
53000 CAPITAL OUTLAY							
53302 EQUIPMENT - ROAD	-	-	50,000	-	215,000		
53306 EQUIPMENT - ENGINEERING	-	24,145	10,000	14,925	15,000		
53406 PRESERVATION PROJECT	-	276,597	15,000	-	-		
Total CAPITAL OUTLAY	-	300,742	75,000	14,925	230,000	-	-
55000 TRANSFERS OUT							
Total TRANSFERS OUT	-	-	-	-	-	-	-
57000 CONTINGENCY							
57202 CONTINGENCY	-	-	375,000	-	450,000		
Total CONTINGENCY	-	-	375,000	-	450,000	-	-
59000 UNAPPROPRIATED							
59202 UNAPPROPRIATED	-	-	3,817,273	-	4,361,841		
Total UNAPPROPRIATED	-	-	3,817,273	-	4,361,841	-	-
Total PUBLIC WORKS FUND	2,689,621	2,825,396	6,739,808	2,389,989	7,969,180	-	-
Ending Fund Balance	4,534,741	4,709,902	-	5,254,444	-	-	-

321 ROAD FUND	2014	2015	2016	2016	2017	2017	2017
	Actual	Actual	Budget	Est Act	Proposed	Approved	Adopted
<i>Resources</i>							
400.321 BEGINNING FUND BALANCE	2,767,601	2,782,550	3,280,000	2,795,410	2,800,000		
417.104 INTEREST EARNED	14,949	12,860	13,000	13,447	15,000		
<i>Total Resources</i>	2,782,550	2,795,410	3,293,000	2,808,857	2,815,000	-	-
<i>Requirements</i>							
53108 OPERATING RESERVE	-	-	3,293,000	-	2,815,000	-	-
<i>Total Requirements</i>	-	-	3,293,000	-	2,815,000	-	-
<i>Ending Fund Balance</i>	2,782,550	2,795,410	-	2,808,857	-	-	-

Operating Budget Summary

Weed & Pest Control Fund (219) Public Works (22) Weed & Pest (5182)

1. Community impacts/main services provided

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

2. Fund balance/fiscal health

YEAR	FTE	BUDGET	ACTUAL	DIFFERENCE	Percent +/- BGT
13/14	2.0	354,298	276,535	77,763	28%
14/15	1.0	253,936	222,364	31,572	12%
15/16	1.0	250,821	N/A		
16/17	1.0	232,046			

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

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

3. Opportunities to Enhance Revenue

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

4. Capital Needs

- a. No capital equipment is being requested for this fiscal year.

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

- a. None foreseen.

219 WEED & PEST CONTROL FUND

	2014 Actual	2015 Actual	2016 Budget	2016 Est Act	2017 Proposed	2017 Approved	2017 Adopted
52000 MATERIALS & SERVICES							
52113 INSURANCE & BONDS	887	1,071	1,100	1,158	1,200		
52122 TELEPHONE	2,398	1,882	1,850	1,886	1,850		
52601 EQUIPMENT - NON CAPITAL	-	-	1,000	203	1,000		
52631 SAFETY EQUIPMENT & SUPPLIES	399	284	400	76	400		
52651 EQUIPMENT - REPAIR & MAINTENANCE	5,341	286	5,000	91	5,000		
52656 GAS & OIL	8,801	5,398	11,000	5,475	11,000		
52657 VEHICLE - REPAIR & MAINTENANCE	6,650	4,896	5,000	3,756	5,000		
52701 TRAINING & EDUCATION	753	220	1,000	202	1,000		
52731 TRAVEL & MILEAGE	186	218	200	-	200		
52801 BLDG REPAIR & MAINT	-	575	-	-	-		
52870 UTILITIES	472	579	600	710	600		
52910 SUPPLIES - OFFICE	782	1,258	1,500	978	1,500		
52972 CHEMICALS & MATERIALS	96,306	121,364	130,000	130,000	130,000		
Total MATERIALS & SERVICES	122,975	138,031	158,650	144,534	158,750	-	-
53000 CAPITAL OUTLAY							
Total CAPITAL OUTLAY	-	-	-	-	-	-	-
57000 CONTINGENCY							
57219 CONTINGENCY			35,000	-	37,500		
Total CONTINGENCY	-	-	35,000	-	37,500	-	-
59000 RESERVE FOR FUTURE EXPENDITURE							
59202 RESERVE FOR FUTURE EXPENDITURE	-	-	106,679	-	94,262		
Total RESERVE FOR FUTURE EXPENDITURE	-	-	106,679	-	94,262	-	-
Total Expenditures	276,833	222,364	392,500	232,046	384,100	-	-
Ending Fund Balance	190,231	201,118	-	177,641	-	-	-

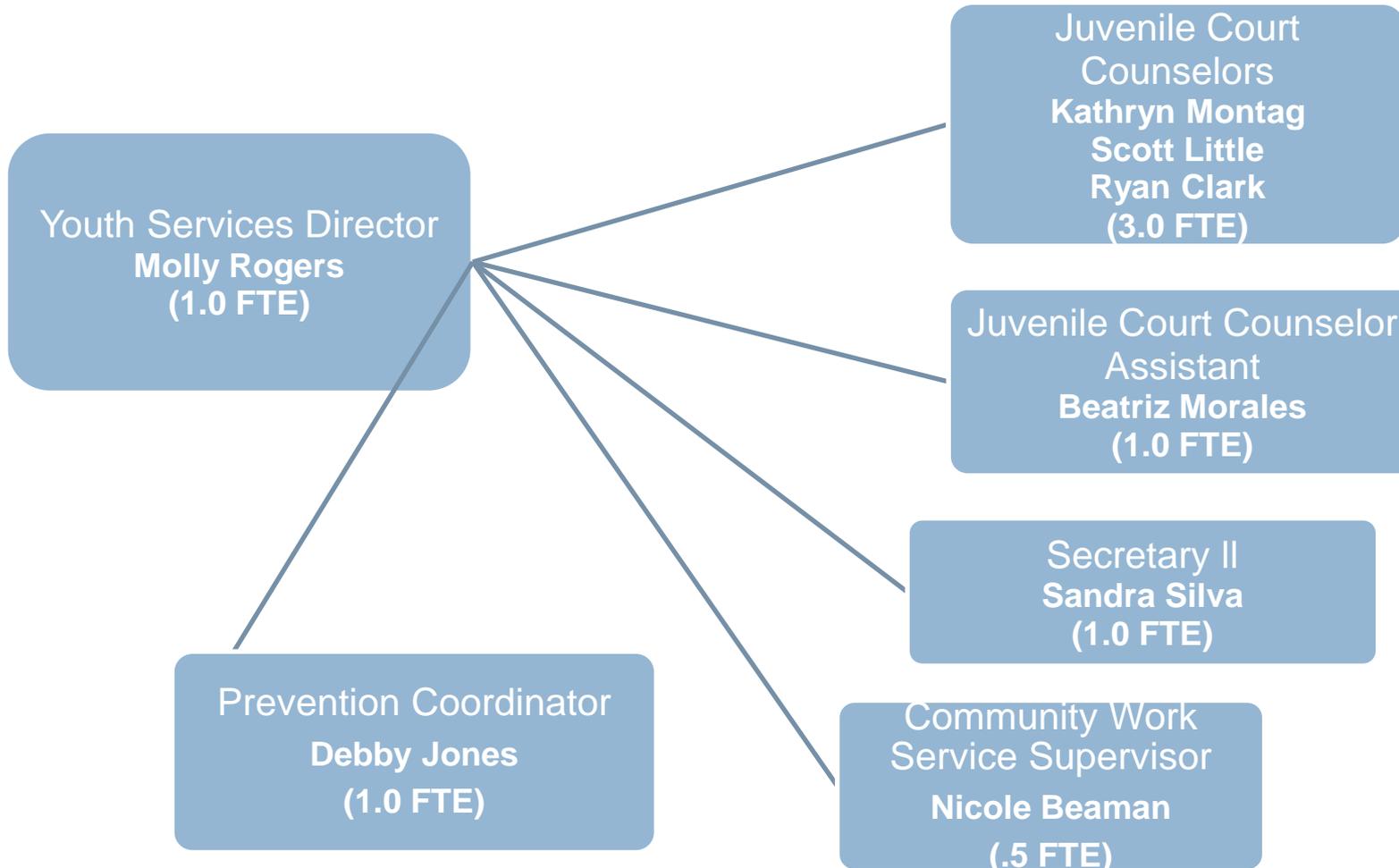
219 WEED & PEST CONTROL FUND

	2014 Actual	2015 Actual	2016 Budget	2016 Est Act	2017 Proposed	2017 Approved	2017 Adopted
Resources							
400.219 BEGINNING FUND BALANCE	187,109	190,231	170,000	201,118	170,000		
417.104 INTEREST EARNED	945	835	600	899	600		
414.327 B P A CONTRACT	30,974	33,543	34,000	54,869	34,000		
414.332 FROM CITIES/AGENCIES	15,052	13,414	7,500	7,565	7,500		
414.334 PORT OF THE DALLES	8,430	-	-	-	-		
414.335 STATE HWY CONTRACT	101,565	101,252	80,000	80,000	80,000		
414.336 STATE SUB CONTRACT	90,453	60,385	50,000	60,896	65,000		
414.337 UPRR CONTRACT	15,230	-	17,000	-	-		
414.338 WARM SPRINGS CONTRACT	4,920	7,985	18,000	-	14,000		
414.345 ODOT LANDSCAPE CONTRACT	7,709	-	4,000	-	4,000		
414.349 W&P - FISH AND WILDLIFE	1,172	-	-	-	-		
414.352 W&P - OTHER GOVERNMENTS	-	5,515	8,000	4,340	5,000		
414.691 VECTOR CONTROL	1,156	3,103	3,400	-	4,000		
415.256 MISCELLANEOUS	2,349	7,219	-	-	-		
Total Revenues	467,064	423,482	392,500	409,688	384,100	-	-
51273 WEED SUPERINTENDENT	54,327	55,781	55,776	55,855	58,145		
51274 WEED ASST II	39,739	-	-	-	-		
51602 OVERTIME	0	-	5,000	3,095	3,500		
51640 LONGEVITY	1163	-	-	-	-		
51680 VACATION CASH OUT	377	-	-	-	-		
51701 FICA	6,126	3,666	4,031	3,895	4,716		
51703 UNEMPLOYMENT INSURANCE	-	504	-	-	-		
51705 WORKERS' COMPENSATION	6,668	2,993	3,236	1,782	3,236		
51721 PERS	13,297	7,507	9,646	9,450	9,837		
51729 HEALTH INSURANCE	30,385	12,904	13,491	12,500	13,187		
51730 DENTAL INSURANCE	1,289	683	696	657	676		
51732 LONG TERM DISABILITY	436	268	268	254	264		
51733 LIFE INSURANCE	51	27	27	26	27		
Total PERSONAL SERVICES	153,858	84,333	92,171	87,512	93,588	-	-

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**Youth
Services**

YOUTH SERVICES



7.5
FTE

Operating Budget Summary

General Fund (101) Youth (24) Youth Services (5134)

1. Community impacts/main services provided

- Receipt of referrals from Law Enforcement of delinquent youth behavior and making decisions based on objective tools in the supervision and case recommendation of dispositions.
- Supervision of both formal court probation and informal diversion of youth based on the structure of accountability, reformation, and giving back to the community.
- Partnership with the NORCOR to manage and supervise Community Work Service opportunities for youth referrals from Wasco County Youth Services.
- Engage with community partners in initiatives such as of trauma-informed practices, and community health workers. These initiatives are based on Best Practices and enhance our effectiveness and efficiency within the department.
- Partnership with North Wasco School District for the Student Success through Truancy Reduction Program.

2. Fund balance/fiscal health

YEAR	FTE	BUDGET	ACTUAL	DIFFERENCE	Percent +/- BGT
13/14	6.8	531,690	517,177	14,513	3%
14/15	6.0	504,796	488,103	16,693	3%
15/16	6.0	494,154	N/A		
16/17	6.4	508,019			

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

The budget presented for the 2015-2016 Year maintains FTE at 6.0

3. Opportunities to Enhance Revenue

Wasco County Department of Youth Services is primarily a general fund department, with the prevention division receiving a dedicated funding grant from Oregon Health Authority for prevention and promotion services. In partnership with community partners the Department of Youth Services seeks project-based funding.

During the 2016-2017 year project based funding may include contracts with local and state agencies for community work service projects – City of The Dalles, Oregon Department of Transportation, Oregon Parks.

Indirectly impacting Wasco County Department of Youth Services is an initiative with Oregon Associate of Counties to move forward with a Rural Detention Access Funding initiative. This initiative will assist in maintaining access within the juvenile justice system to hold youth who present public safety risks in a secure and safe environment.

4. Capital Needs – None

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

Wasco County Department of Youth Services continues to be an active member of the Juvenile Oversight Board for the NORCOR Juvenile Detention Facility. One of the key issues facing the future is stable and equitable funding for operation of NORCOR and all the components of the NOCOR campus. This issue will require time, collaboration, and leadership within Wasco County.

101 GENERAL FUND	2014 Actual	2015 Actual	2016 Budget	2016 Est Act	2017 Proposed	2017 Approved	2017 Adopted
Resources							
YOUTH SERVICES							
411.152 JUVENILE DRUG SCREEN	285	308	585	12	100		
411.169 SKILL GROUP FEES	3,290	3,834	2,400	4,272	3,500		
411.174 CLIENT FEES-SUPERVISION	117	375	1,200	492	900		
412.601 1065 CORRECTIONS ASSESS	22,892	29,979	25,000	33,279	25,000		
412.696 COMM WORK SERVICE	13,650	13,650	-	-	13,500		
416.372 JUVENILE COURT FINES	50	-	125	-	-		
416.376 CIRCUIT COURT FINES	15	459	-	113	-		
421.242 PHOTO/DIGITAL COPY FEES	1,230	2,477	500	1,070	300		
421.245 PAYROLL REIMBURSEMENT	25	-	-	156			
421.264 CEOJJC TRAVEL REMIBURSEMENT	-	77	600	1,052			
Total YOUTH SERVICES	41,554	51,159	30,410	40,445	43,300	-	-
Requirements							
51000 PERSONAL SERVICES							
51041 OFFICE SPECIALIST II	4,952	-	-	-	-		
51500 YOUTH SERVICES DIRECTOR	73,576	74,076	74,088	74,076	77,113		
51503 SECRETARY II	36,156	36,793	36,792	36,793	38,301		
51505 JUV COURT COUNSELOR ASSISTANT	38,718	40,264	40,734	40,488	43,455		
51506 TITLE III COUNSELOR	30,586	-	-	572	596		
51507 JUV COURT COUNSELORS	159,707	167,046	169,860	169,382	176,327		
51602 OVERTIME	75	-	-	62	65		
51621 CELL PHONE ALLOWANCE	1,175	600	600	600	600		
51640 LONGEVITY	3,330	-	-	-	-		
51680 VACATION CASH OUT	2,888	-	-	-	-		
51681 COMP/HOLIDAY BANK CASHOUT	2,219	-	-	-	-		
51701 FICA	26,115	23,863	24,174	23,876	25,693		
51705 WORKERS' COMPENSATION	5,388	5,339	5,809	3,197	4,350		
51721 PERS	42,214	38,105	45,678	45,983	47,868		
51729 HEALTH INSURANCE	60,419	49,694	49,737	51,755	55,637		
51730 DENTAL INSURANCE	4,653	4,100	4,177	4,159	4,471		
51732 LONG TERM DISABILITY	1,625	1,527	1,543	1,540	1,603		
51733 LIFE INSURANCE	185	162	162	162	169		
Total PERSONAL SERVICES	493,980	441,570	453,354	452,645	476,247	-	-

101 GENERAL FUND	2014	2015	2016	2016	2017	2017	2017
	Actual	Actual	Budget	Est Act	Proposed	Approved	Adopted
52000 MATERIALS & SERVICES							
52111 DUES & SUBSCRIPTIONS	1,359	1,889	-	2,259	1,697		
52122 TELEPHONE	1,428	1,155	1,250	962	1,250		
52304 ELECTRONIC MONITORING	2,457	4,063	1,700	2,992	2,125		
52321 INTERPRETER SERVICES	-	150	-	-	-		
52323 JUVENILE AID	1,606	2,400	5,000	2,800	5,000		
52324 JUVENILE DETENTION	-	-	580	-	550		
52345 SHELTER CARE	-	-	2,500	-	2,500		
52358 WITNESS FEES	-	-	150	-	150		
52368 DRUG SCREENS	649	987	1,170	615	2,000		
52401 CONTRACTED SERVICES	2,987	-	19,000	-	6,500		
52651 EQUIPMENT - REPAIR & MAINTENANCE	-	70	-	-	-		
52656 GAS & OIL	4,431	1,430	1,800	2,067	1,800		
52657 VEHICLE - REPAIR & MAINTENANCE	925	749	1,200	1,389	1,500		
52701 TRAINING & EDUCATION	1,052	1,459	1,200	844	1,500		
52711 MEALS LODGING & REGISTRATION	986	855	2,000	2,452	2,000		
52731 TRAVEL & MILEAGE	43	266	-	1,235	500		
52734 TRAVEL - CEOJJC	71	508	600	265	-		
52910 SUPPLIES - OFFICE	3,535	4,551	2,300	2,492	2,000		
52940 TITLE III WORK CREW	1,651	26,000	-	-	-		
52946 SUPPLIES - SKILL GROUP	18	-	350	-	700		
Total MATERIALS & SERVICES	23,197	46,533	40,800	20,372	31,772	-	-
53000 CAPITAL OUTLAY							
Total CAPITAL OUTLAY	-	-	-	-	-		
Total YOUTH SERVICES	517,177	488,103	494,154	473,017	508,019	-	-
NET REQUIREMENTS YOUTH SERVICES	(475,623)	(436,944)	(463,744)	(432,572)	(464,719)	-	-

Operating Budget Summary

Prevention Division (232) Youth Services (24)

Prevention Division – Youth Services (5232)

1. Community impacts/main services provided

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

2. Fund balance/fiscal health

Significant budget impacts or changes (include recent FTE changes): In the past YouthThink had the financial benefit of receiving a Federal Drug Free Communities grant which provided \$100,000 a year. The coalition successfully completed the two terms of funding and is no longer eligible. Having to replace \$100,000 a year has been a challenge.

3. Opportunities to Enhance Revenue:

YOUTHTHINK, as a Division Department of Youth Services, continues to partner with many community agencies and entities. The organization also continues to apply for grants that assist in furthering the promotion of behavioral health. YouthThink is looking into the potential to be a resource for other communities and states through its Pocket Full of Feelings efforts which may have a financial benefit.

4. Capital Needs: - N/A

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

The implementation of Measure 91 – legalized marijuana – will be a key policy initiative that YOUTHTHINK will provide leadership for local policy. In addition, YouthThink has conducted several assessment activities that have provided a direct link to our youth substance use issues. A clear majority of our middle school age youth have the perception that over 60% of the adults in our community get drunk or wasted every week. Their perception is that alcohol and other drug use is the most often used coping strategy for dealing with stress. We must deal with these perceptions in order to change the future direction for our children and county.

232 COMM ON FAMILIES & CHILDREN FUND

	2014 Actual	2015 Actual	2016 Budget	2016 Est Act	2017 Proposed	2017 Approved	2017 Adopted
Resources							
400.232 BEGINNING FUND BALANCE	131,016	125,199	125,000	103,267	112,125		
417.104 INTEREST EARNED	700	505	500	575	600		
412.608 STATE AD70 GRANT	56,618	18,768	61,250	61,250	61,500		
412.625 STATE - CYF	8,355	-	-	-	-		
412.625 STATE - FPS	6,221	-	-	-	-		
412.641 STATE-HEALTHY START	98,823	70,366	-	47,532	-		
412.642 JCP - PREVENTION	37,813	59,959	-	16,853	22,500		
412.660 STATE-TRANSFORMATION	12,000	8,000	-	-	-		
412.664 STATE-STAFF GRANT	20,000	-	-	-	-		
412.675 STATE-YOUTH INVEST-GF	10,526	54,626	-	-	-		
413.858 YOUTH SUICIDE PREVENTION - #93.243	-	-	-	17,600	-		
413.918 FPS - #93.556	-	6,221	-	-	-		
413.930 STOP GRANT	-	-	-	-	50,000		
414.312 CITY OF THE DALLES	-	13,000	13,000	13,000	13,000		
419.436 DONATIONS	23,977	337	1,000	667	-		
419.447 HEALTHY LIVING FOUNDATION	-	-	-	9,350	-		
421.268 MISC REIMBURSEMENT	-	-	-	123	-		
Total Resources	406,049	356,981	200,750	270,216	259,725	-	-
Requirements							
51513 PREVENTION COORDINATOR	44,917	50,535	50,752	50,535	52,607		
51621 CELL PHONE ALLOWANCE	-	600	600	600	600		
51640 LONGEVITY	250	-	-	-	-		
51681 COMP/HOLIDAY BANK CASHOUT	-	538	-	-	-		
51701 FICA	3,565	3,955	3,928	3,915	4,070		
51705 WORKERS' COMPENSATION	153	156	167	100	105		
51721 PERS	5,888	6,531	8,150	8,224	8,561		
51729 HEALTH INSURANCE	7,322	7,209	7,249	6,717	7,086		
51730 DENTAL INSURANCE	673	683	696	657	676		
51732 LONG TERM DISABILITY	215	243	244	230	239		
51733 LIFE INSURANCE	27	27	27	26	27		
Total PERSONAL SERVICES	63,010	70,477	71,813	71,004	73,971	-	-

232 COMM ON FAMILIES & CHILDREN FUND

	2014 Actual	2015 Actual	2016 Budget	2016 Est Act	2017 Proposed	2017 Approved	2017 Adopted
52000 MATERIALS & SERVICES							
52101 ADVERTISING & PROMOTIONS	-	-	10,275	-	10,275		
52111 DUES & SUBSCRIPTIONS	99	-	500	-	500		
52113 INSURANCE & BONDS	592	603	650	767	-		
52116 POSTAGE	753	728	500	-	500		
52122 TELEPHONE	723	954	700	681	700		
52336 PASS-THRU DONATIONS	22,263	22,421	-	6,506	25,000		
52402 CONTR SRVCS - DRUG FREE	33	4,491	-	-	-		
52409 CONTR SRVCS - OTHER	12,694	9,768	25,900	17,155	-		
52416 CONTR SRVCS - CYF GRANT	6,221	3,171					
52418 CONTR SRVCS - JCP PREVENTION	29,873	30,336	-	6,300	22,500		
52423 CONTR SRVCS - AD70	14,295	5,386	-	11,667	-		
52424 CONTR SRVCS - OR COMM GRANT	-	2,569	-	549	-		
52435 CONTR SRVCS - YOUTH INVESTMENT	18,802	40	-	1,001	-		
52436 CONTR SRVCS - HEALTHY START	93,592	93,396	-	34,996	-		
52440 CONTR SRVCS - GREAT START	-	-	-	1,516	-		
52454 CONTR SRVCS - FAMILY PRESERVATION GRANT	8,355	6,221					
52458 CONTR SRVCS - JCP BASIC GRANT	846	887					
52475 STOP GRANT	-				50,000		
52711 MEALS LODGING & REGISTRATION	36		4,000	2,055	6,150		
52731 TRAVEL & MILEAGE	336		2,000	385	-		
52910 SUPPLIES - OFFICE	1,027	2,267	6,150	1,385	250		
52935 SUPPLIES - PROGRAM ACTIVITY	6,600	-	20,000	2,124	20,000		
Total MATERIALS & SERVICES	217,140	183,238	70,675	87,087	135,875	-	-
Total TRANSFERS OUT	-	-	-	-	-	-	-
Total CONTINGENCY	-	-	21,000	-	30,000	-	-
Total UNAPPROPRIATED	-	-	37,262	-	19,879	-	-
Total Requirements	280,150	253,715	200,750	158,091	259,725	-	-
Ending Fund Balance	125,899	103,266	-	112,125	-	-	-

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**Reserve & Debt
Services**

322 CAPITAL ACQUISITION FUND	2014	2015	2016	2016	2017	2017	2017
	Actual	Actual	Budget	Est Act	Proposed	Approved	Adopted
<i>Resources</i>							
400.321 BEGINNING FUND BALANCE	607,676	1,228,258	1,367,000	1,359,585	1,890,000		
417.104 INTEREST EARNED	4,295	5,920	5,000	5,388	12,650		
450.101 TRANSFER FROM GENRAL FUND	620,120	133,000	700,000	525,000	900,000		
<i>Total Resources</i>	1,232,091	1,367,178	2,072,000	1,889,973	2,802,650	-	-
<i>Requirements</i>							
53000 CAPITAL OUTLAY	3,833	7,593	2,072,000	-	2,802,650	-	-
<i>Total Requirements</i>	3,833	7,593	2,072,000	-	2,802,650	-	-
<i>Ending Fund Balance</i>	1,228,258	1,359,585	-	1,889,973	-	-	-

326 FACILITY CAPITAL RESERVE FUND	2014	2015	2016	2016	2017	2017	2017
	Actual	Actual	Budget	Est Act	Proposed	Approved	Adopted
<i>Resources</i>							
400.326 BEGINNING FUND BALANCE	323,177	1,026,111	1,160,000	1,117,148	1,822,000		
417.104 INTEREST EARNED	2,934	4,902	3,000	5,960	12,000		
450.101 TRANSFER FROM GENERAL FUND	700,000	133,000	699,223	699,223	900,000		
421.243 INSURANCE REFUNDS	-	31,065	-	-	-		
Total Resources	1,026,111	1,195,078	1,862,223	1,822,331	2,734,000	-	-
<i>Requirements</i>							
53000 CAPITAL OUTLAY	-	77,930	1,837,223	-	2,709,000	-	-
55101 TRANSFER TO GENERAL FUND	-	-	25,000	-	25,000		
Total Requirements	-	77,930	1,862,223	-	2,734,000	-	-
Ending Fund Balance	1,026,111	1,117,148	-	1,822,331	-	-	-

327 GENERAL OPERATING RESERVE FUND	2014	2015	2016	2016	2017	2017	2017
	Actual	Actual	Budget	Est Act	Proposed	Approved	Adopted
<i>Resources</i>							
400.327 BEGINNING FUND BALANCE	552,503	1,326,935	1,460,800	1,466,000	2,000,000		
417.104 INTEREST EARNED	4,432	6,363	5,000	7,560	12,000		
450.101 TRANSFER FROM GENERAL FUND	770,000	133,000	600,000	600,000	800,000		
Total Resources	1,326,935	1,466,298	2,065,800	2,073,560	2,812,000	-	-
<i>Requirements</i>							
53108 OPERATING RESERVE	-	-	2,065,800	-	2,812,000	-	-
Total Requirements	-	-	2,065,800	-	2,812,000	-	-
Ending Fund Balance	1,326,935	1,466,298	-	2,073,560	-	-	-